

RFP 24-012 - School Bus Driver Professional Development Seminar Development and Delivery – Pupil Transportation

Program Matters

- 1. For the sample agenda to be included in the technical proposal, are bidders supposed to provide an agenda for one seven-hour PDS session or for three separate seven-hour PDS sessions?**

Answer: The PDS is a 7-hour course (5.5 hours of instruction with a 1-hour lunch and 2 15-minute breaks), divided into 3 topical sections. Bidders must provide a sample agenda covering the full 7-hour day, including direct instructional time, breaks, and time allotted to modeling techniques and providing instruction to the SBDIs on lesson planning, teaching and communication techniques, team building, etc.

- 2. Is a hybrid delivery approach allowed?**

Answer: This RFP is for development of the curricula and overall design of how MIs must deliver the materials. The successful bidder will not be responsible to directly administer annual trainings to SBDIs.

- 3. Could all or some of the training be delivered online by Master Instructors?**

Answer: The annual PDS is delivered multiple times, at multiple locations throughout NY State by MIs. These sessions must be administered in-person. No virtual trainings are permitted.

- 4. Q4. If some portions of the training must be delivered in person, can you comment on what those are?**

Answer: The successful bidder will not be responsible for directly administering or delivering annual PDS trainings. However, all PDS trainings delivered by MIs must occur in-person.