



Bus Rodeo Toolkit Update Pre-Proposal Call Questions and Answers

July 29, 2025

Question	Answer
It looks like you have an estimated a period of performance on this. I see you want to start by October. But are you leaving the overall timeline up to proposers? Or do you have an expectation of when all the work would be done?	The proposal deadline is August 28, and National RTAP will need about a month to select a contractor, so the project could potentially start in October. We would like it to start somewhere between October-December 2025. The overall timeline for completing the work is up to the proposers.
In the minimum qualifications section, it talks about a minimum of 2 years of experience planning and managing a bus rodeo. My interpretation of that is, given that bus rodeos don't go all year long, the proposer should have at least two different bus rodeos that they helped with.	The proposer or subcontractor subject matter expert (SME) should have planned and managed one or more bus rodeos over a two year or longer period. It could be in one state, more than one state, or it could be a national one.
The proposal talks about adding information about bus rodeos for specific types of vehicles, and it mentions vans and large buses. Can you offer any clarification on the vehicle classes that should be addressed in the toolkit.	That would be something that the proposer would need to research based on different rodeos that are happening. Even if no one is currently using large buses, for example, in their rodeos, maybe they might want to, so the proposer could find out and add a little guidance about what that would entail.
When you mentioned “innovative courses” did you mean challenges of any parking lot that might have curbs or light posts, or things like that? You also mentioned drones.	Parking lot challenges could be examples of innovative courses. I did receive a question about using drones in a bus rodeo, and I haven't found any use of that yet, but if somebody's asking about it, the proposer could,

	potentially, write a sentence or two of guidance on what that could mean.
You asked for a sample of published technical writing on rural transit management. Is rural transit management going to weigh heavily in the scoring criteria of 35%. If you're not a rural transit manager, is that a deduction?	We're asking for a writing sample that is guidance or technical assistance for rural transit managers. It should be fairly recent and shouldn't be something like a blog post. A link to published work is fine.
What do you think that period of performance for the maintenance and support might look like? Should it be in the technical and cost proposal? What is a "minor update"? We all may define minor updates differently.	We may ask for minor updates such as new FTA guidance (if that becomes available related to roadeos) or a new budget template within 5 years of publishing this update. Proposers can estimate costs, by hourly rate or type of update. You are not obligated to put a maintenance option into your proposal, but that will be taken into consideration in the selection process.
What kind of budget cost range does this effort have right now?	We cannot share that information. Proposers should include a budget proposal. Keep in mind that the project includes a live video at a roadeo or a roadeo simulation.
Can you share the questions National RTAP stakeholders have asked that you want to be included in the update?	Those are summarized in the bulleted list, and the full questions (and how National RTAP answers) will be shared with the successful proposer. We've collected 8 years of questions. The Review Board reviewers will also have a chance to ask questions and suggest content they would like to see in the kick-off meeting.
What kind of response have you had about the Toolkit, meaning agencies, state associations, or organizations that have used it in the past.	The Bus Roadeo Toolkit assets are consistently the highest downloads of all our resources, along with our 2 The Point Training. In YouTube, our Bus Roadeo video and its smaller components have been viewed over 5,500 times.
You mentioned that you will have people from your Review Board involved in the process and act in an advisory role, or provide feedback, or ideas. How many people do you anticipate being involved in that kind of advisory?	Two volunteered to date and we are getting three more review board members in December, who will also have a chance to participate if they want to. There will only be one National RTAP staff person involved.

This document was prepared by National RTAP with the financial assistance of the U.S. Department of Transportation. The contents do not necessarily represent the opinions or policy of any agency of the U.S. Government, and the U.S. Government assumes no liability for the contents or use thereof. It does not have the force and effect of law and is not meant to bind the public in any way.