



SHEPHERD UNIVERSITY

Addendum #1 to SUDL26-02
For Charter Bus Services
July 15, 2026

Q1. The spreadsheets for the pricing section are not attached.

A1. The spreadsheets did not properly import into the document. The spreadsheets are on the following pages in Addendum #1.

Q2. Is the contract for the specific items that are in the spreadsheet?

A2. The solicitation is for an open-end contract for Charter Bus Services. This contract will be for all charter bus activities for Shepherd University. The pricing contained in the solicitation document is a set of normal type of charter and is being used for comparison purposes as a basket market bid approach.

Q3. Are you able to provide a sample schedule of bookings from the past 12 months? If so, or if not, are you able to provide an estimated number of trips in each vehicle category (56-passenger coach, mini-coaches, and shuttle busses with 14, 24, 32, and 35-passenger capacities?

A3. I do not have available the schedule of bookings from the past 12 months. There are other programs such as the Washington Gateway Program that will participate in this solicitation that will take patrons from Shepherd University to Washington, DC and back to Shepherd University. There are academic classes that will participate in shuttle service requests to take them to Washington, DC, Civil War Battlefields, and various other locations for educational purposes. The shuttle bus capacities will vary.

Q4. Is this an exclusive contract for all charter services for athletics and other programs, or are multiple providers being selected for various needs? Related to this, do you use your own vehicles/drivers for some trips, such that the contractor will only have a percentage of the overall transportation?

A4. This solicitation is for an exclusive charter services contract. However, if one contractor cannot provide all of the service needs of the University, a multi-vendor award may be considered.

Q5. With the contract starting on August 1, 2026, what is the earliest anticipated dated in which transportation will be needed?

A5. Shepherd University begins classes on Monday, August 24, 2026. It is not anticipated that Shuttle services will not be required for an Athletics trip until August 30, 2026. However, other events may occur that is not known at this time.

Q6. Please verify that there are no daily or regular scheduled shuttles needed, and that this bid is solely for charter services.

A6. This contract solicitation is for charter services only and is not for daily or regular scheduled shuttles.

Pickup Date	Pickup Time	Pickup	Destination	Leave Date	Leave Time	No.	Team	Transp oration	Booking Total
8/15/2026	8:00 AM	Shepherd University Butcher Center	Indiana, PA	8/15/2026	6:00 PM	28	Women's Soccer	1 Bus	
8/22/2026	11:00 AM	Shepherd University Butcher Center	Washington and Lee, VA	8/22/2026	9:00 PM	28	Women's Soccer	1 Bus	
8/29/2026	6:30 AM	Shepherd University Butcher Center	Mansfield, PA	8/29/2026	7:30 PM	28	Women's Soccer	1 Bus	
9/2/2026	3:30 PM	Shepherd University Butcher Center	Shippensburg, PA	9/2/2026	10:30 PM	28	Women's Soccer	1 Bus	
9/7/2026	1:30 PM	Shepherd University Butcher Center	Bloomsburg, PA	9/7/2026	12:30 AM	28	Women's Soccer	1 Bus	
9/26/2026	11:00 AM	Shepherd University Butcher Center	Millersville, PA	9/26/2026	9:00 PM	28	Women's Soccer	1 Bus	
9/30/2026	8:30 AM	Shepherd University Butcher Center	West Chester, PA	9/30/2026	7:30 PM	28	Women's Soccer	1 Bus	
10/3/2026	8:00 AM	Shepherd University Butcher Center	Kutztown, PA	10/3/2026	6:00 PM	28	Women's Soccer	1 Bus	
10/17/2026	7:00 AM	Shepherd University Butcher Center	Lackawanna, PA	10/17/2026	7:00 PM	28	Women's Soccer	1 Bus	
10/24/2026	1:00 PM	Shepherd University Butcher Center	East Stroudsburg, PA	10/24/2026	1:00 AM	28	Women's Soccer	1 Bus	
8/15/2026	7:45 AM	Shepherd University Butcher Center	West Liberty, WV	8/15/2026	10:00 PM	30	Men's Soccer	1 Bus	
8/19/2026	10:30 AM	Shepherd University Butcher Center	Pittsburgh, PA	8/19/2026	11:00 PM	30	Men's Soccer	1 Bus	
8/22/2026	10:00 AM	Shepherd University Butcher Center	Harrisonburg, VA	8/22/2026	7:00 PM	25	Men's Soccer	2 Vans	
8/30/2026	7:45 AM	Shepherd University Butcher Center	Greensburg, PA	8/30/2026	8:00 PM	30	Men's Soccer	1 Bus	
9/2/2026	10:30 AM	Shepherd University Butcher Center	Lock Haven, PA	9/2/2026	11:00 PM	30	Men's Soccer	1 Bus	
9/11/2026	6:00 PM	Shepherd University Butcher Center	East Stroudsburg, PA	9/12/2026	8:00 PM	30	Men's Soccer	1 Bus	

9/23/2026	1:15 PM	Shepherd University Butcher Center	Bloomsburg, PA	9/23/2026	2:00 AM	30	Men's Soccer	1 Bus	
9/27/2026	8:15 AM	Shepherd University Butcher Center	West Chester, PA	9/27/2026	9:00 PM	30	Men's Soccer	1 Bus	
10/3/2026	8:30 AM	Shepherd University Butcher Center	Slippery Rock, PA	10/3/2026	10:00 PM	30	Men's Soccer	1 Bus	
10/7/2026		Shepherd University Butcher Center	Shippensburg, PA	10/7/2026		30	Men's Soccer	2 Vans	
10/14/2026	8:00 AM	Shepherd University Butcher Center	Millersville, PA	10/14/2026	7:00 PM	30	Men's Soccer	1 Bus	
10/17/2026	9:00 AM	Shepherd University Butcher Center	Scranton, PA	10/17/2026	11:00 PM	30	Men's Soccer	1 Bus	
9/25/2026	2:00 PM	Shepherd University Butcher Center	Kutztown, PA	9/26/2026	10:00 PM	90	Football	2 Buses	
10/9/2026	2:00 PM	Shepherd University Butcher Center	West Chester, PA	10/10/2026	10:00 PM	90	Football	2 Buses	
10/23/2026	2:00 PM	Shepherd University Butcher Center	East Stroudsburg, PA	10/24/2026	5:00 PM	90	Football	2 Buses	
10/31/2026	8:15 AM	Shepherd University Butcher Center	Shippensburg, PA	10/31/2026	6:00 PM	90	Football	2 Buses	
11/13/2026	2:00 PM	Shepherd University Butcher Center	Indiana, PA	11/14/2026	10:00 PM	90	Football	2 Buses	
8/22/2026	10:00 AM	Shepherd University Butcher Center	Shippensburg, PA	8/22/2026	4:00 PM	25	VolleyBall	2 Van	
8/23/2026	6:00 AM	Shepherd University Butcher Center	Fairmont, WV	8/23/2026	8:00 PM	25	VolleyBall	2 Vans	
9/3/2026	2:00 PM	Shepherd University Butcher Center	Charleston, WV	9/5/2026	11:59 PM	25	VolleyBall	1 Bus	
9/18/2026	12:00 PM	Shepherd University Butcher Center	Millersville, PA	9/19/2026	11:PM	25	VolleyBall	1 Bus	
10/2/2026	12:00 PM	Shepherd University Butcher Center	East Stroudsburg, PA	10/3/2026	7:00 PM	25	VolleyBall	1 Bus	
10/16/2026	12:00 PM	Shepherd University Butcher Center	Bloomsburg, PA	10/17/2026	11:59 PM	25	VolleyBall	1 Bus	

Pickup Date	Pickup Time	Pickup	Destination	Leave Date	Leave Time	No.	Client/Referee nce1	Transp	BookingTotal
11/13/2026	TBA	Shepherd University Butcher Center	Bowie, MD	11/14/2026	11:00 PM	18	Women's Basketball	1 Bus	
12/4/2026	10:00 AM	Shepherd University Butcher Center	Greensburg, PA/California, PA	12/5/2026	9:00 PM	18	Women's Basketball	1 Bus	
12/14/2026	2:00 PM	Shepherd University Butcher Center	Clarion, PA	12/15/2026	11:00 PM	18	Women's Basketball	1 Bus	
1/11/2027	2:00 PM	Shepherd University Butcher Center	Mansfield, PA	1/12/2027	11:00 PM	18	Women's Basketball	1 Bus	
1/15/2027	3:00 PM	Shepherd University Butcher Center	West Chester, PA	1/16/2027	9:00 PM	18	Women's Basketball	1 Bus	
1/20/2027	11:30 AM	Shepherd University Butcher Center	Scranton, PA	1/20/2027	11:00 PM	18	Women's Basketball	1 Bus	
1/26/2027	2:30 PM	Shepherd University Butcher Center	Shippensburg, PA	1/26/2027	11:00 PM	18	Women's Basketball	2 Vans	
1/29/2027	2:00 PM	Shepherd University Butcher Center	East Stroudsburg, PA	1/30/2027	11:00 PM	18	Women's Basketball	1 Bus	
2/10/2027	12:45 PM	Shepherd University Butcher Center	Millersville, PA	2/10/2027	11:00 PM	18	Women's Basketball	1 Bus	
2/17/2027	12:15 PM	Shepherd University Butcher Center	Bloomsburg, PA	2/17/2027	11:00 PM	18	Women's Basketball	1 Bus	

