



NORTH PENN SCHOOL DISTRICT

REQUEST FOR PROPOSAL (RFP)

CONTRACTED SCHOOL BUS TRANSPORTATION SERVICES

OCTOBER 2023

ADVERTISEMENT

North Penn School District, 401 East Hancock St., Lansdale, PA 19446, (collectively referred to in the RFP as NPSD or the District) will receive sealed proposals, until 12:00 noon prevailing time, on December 15, 2023. The proposals will be opened electronically via Google Meet at 1:00 p.m. prevailing time, Friday, December 15, 2023, at 401 East Hancock Street, Lansdale, PA for the:

2023 NPSD RFP FOR CONTRACTED BUS TRANSPORTATION SERVICES

Interested vendors for this contract may obtain the Request for Proposal (RFP) from the North Penn School Districts' website at:

https://www.npenn.org/central_office/business_office/bid_specifications.

A pre-proposal meeting will be held 1:00 p.m. on Tuesday, November 14, 2023, via Google Meet. Directions for joining the meeting will be posted at the website listed above a half hour before the meeting. All responses must contain proposals to provide contracted busing services to the District.

NPSD reserves the right to reject any and all proposals and to waive informalities in the proposals.

No proposal may be withdrawn for a period of sixty (60) calendar days after the scheduled closing for the receipt of proposals.

TABLE OF CONTENTS

| | |
|--|------------|
| ADVERTISEMENT | Page 1 |
| INSTRUCTIONS FOR PROPOSAL SUBMISSION..... | Page 3-7 |
| NON-COLLUSION AFFIDAVIT | Page 8-10 |
| INTRODUCTION | Page 11-12 |
| SCOPE OF SERVICES..... | Page 13-15 |
| GENERAL CONDITIONS..... | Page 16-31 |
| SCHEDULE A DISTRICT VEHICLES & EQUIPMENT. | Page 32-37 |
| SCHEDULE B PAYMENT SCHEDULE..... | Page 38 |
| SCHEDULE C PROPOSED BUS RUNS. | Page 39 |
| SCHEDULE D PROPOSAL FORM | Page 40-50 |
| BUS ROUTES AND NUMBERS..... | Attachment |

INSTRUCTIONS FOR PROPOSAL SUBMISSION

1. The North Penn School District, referred to as NPSD or the District herein, is issuing a REQUEST FOR PROPOSAL (RFP) for contracted school transportation services.

Attached herewith are the specifications covering the requirements for the Contracted School Transportation Services as required by NPSD, Montgomery County, Pennsylvania beginning July 1, 2024. Please return the proposal as more specifically described below in a sealed envelope that is clearly labeled “**2023 NPSD RFP FOR CONTRACTED BUS TRANSPORTATION SERVICES**” and submit to:

Dawn Johnston, Procurement Supervisor
401 East Hancock Street
Lansdale, PA 19446

2. All proposals submitted must include transportation services as required by the District.
3. A pre-proposal meeting will be held 1:00 p.m. on Tuesday, November 14, 2023, via Google Meet. Directions will be posted at the Districts’ website at https://www.npenn.org/central_office/business_office/bid_specifications. a half hour before the meeting.
4. All proposals shall be submitted with a completed Non-Collusion Affidavit form.
5. North Penn School District is exempt from Federal Excise Tax and State Sales Tax and will execute a Tax Exemption Certificate when requested.
6. Proposal prices must be valid for a period of sixty (60) days following the deadline date for submission of proposals by contractors.
7. The District reserves the right to conduct discussions with, and obtain best and final offers from responsible contractors who submit proposals determined by the District to be reasonably able of being selected for the contract award.
8. Proposals will be accepted until 12:00 Noon Eastern Time on Friday, December 15, 2023. Proposals received after this submission deadline will not be opened and will be returned. The proposals will be opened at 1:00 p.m. at the address listed herein above. One (1) original copy, two (2) hard copies, and one (1) electronic copy of all documents (on CD or flash drives) should be submitted by proposing contractors. The original shall be contained on letter-size paper and should not exceed 100 total

sheets (200 total sides) including all attachments and brochures. The original must be bound in some manner (three-ring, stapled, etc.) and not submitted as loose pages. The electronic copies shall be submitted in Word, Excel or .pdf format as necessary. As stated, proposal contents should be submitted in a sealed envelope and clearly marked on the outside: **“2023 NPSD RFP FOR CONTRACTED BUS TRANSPORTATION SERVICES”** Faxed or emailed proposals will not be accepted.

9. A Proposal will be considered late if received by the District any time after 12:00 Noon ET on December 15, 2023. Proposals received after the specified time and date will not be considered and will be returned unopened to the sender.
10. Proposals shall be signed by an authorized individual or officer of the company submitting the proposal. If the submitting company is a corporation, the proposal and any attachment shall be executed by either the duly authorized chairman of the board, president, or vice president, and if a different individual, also by the secretary, chief financial officer, or assistant treasurer. If the proposal is made by a partnership, the proposal and any attachment shall be executed by at least one (1) of the general partners. If the proposal is made by a limited liability company, the proposal and any attachment shall be executed by all of the members if the company is member-managed, or by the managing member if the company is manager-managed.
11. The District reserves the right to extend any deadlines at its sole discretion. Any extension of a deadline will be published as an addendum, which addendum will be posted on the District’s website at: <http://www.npenn.org/page/695>
12. No amendment, addendum or modification will be accepted after the proposal has been submitted to the District. If a change to a proposal that has been submitted is desired, the submitted proposal must be withdrawn and the replacement proposal submitted to the District prior to the proposal submission deadline.
13. Submissions under this RFP must be equal to or exceed the specifications described in the District’s RFP in regard to quality, performance and any other characteristics described. Should the contractor quote an alternate proposal, complete specifications of the alternate must be provided. The failure to supply the required specifications may result in the rejection of the contractor’s proposal.
14. Contractors shall at all times observe and comply with all federal, state, local and municipal laws, ordinances, rules and regulations in any manner affecting the work. The failure to specifically reference or include said matters in the contract does not excuse contractor from compliance with same. Without limiting the foregoing, the contractor shall comply with any and all laws, rules, regulations, ordinances, and applicable School District policies, applicable to providing the services contemplated under the contract. The contractor, including its employees and agents, shall be

responsible for knowing the School District's policies concerning appropriate behavior of persons in its schools, and on its properties including for example, the prohibitions of sexual harassment, alcohol and smoking, and shall comply with all such policies. In the event any federal, state, local or other governmental body's laws, rules, ordinances or regulations are revised, changed or amended, or in the event there are revisions, changes or amendments to the School District's policies, the contractor shall comply with all such revised, changed or amended laws, rules, ordinances regulations or policies, at no additional cost to the District. All services to be furnished by the contractor and the contractor's working conditions and employment practices shall comply with all applicable state and federal requirements, including, but not limited to, the Occupational Safety and Health Act.

15. If any contractor submitting a proposal for this project is in doubt as to the actual meaning of the specifications or other documents, the prospective contractor shall request clarification. All requests for clarifications must be submitted in writing via email to Mrs. Dawn Johnston, Procurement Supervisor, at NPprocure@npenn.org. Responses to inquiries will be posted on the District's website. Any information released either verbally or in writing prior to the issuance of a contract for this RFP shall be deemed preliminary and not binding upon the District in any manner. Attempts to submit questions via phone or personal contact are not appropriate and will not be answered.
16. To control the information which is disseminated regarding this RFP, contractors interested in submitting proposals are directed not to make personal contact with members of the School Board or the District administration.
17. The District shall not be responsible for any explanation, interpretation or communication made that does not follow the written procedure as stated in this RFP package. Final responses to questions from contractors will be posted in the form of a Q&A Response on the District website at: <http://www.npenn.org/page/695> on or before the close of business on November 28, 2023.
18. If an addendum is needed as a result of any Q&A responses, as per the following section, it will be posted on the District website at: <http://www.npenn.org/page/695> on or before the close of business on November 28, 2023.
19. The District may need to issue one or more addenda related to this RFP. It is the sole responsibility of the contractors and other interested parties to familiarize themselves with the Districts' website and visit it regularly during the RFP process for updated information or addenda related to this RFP.
20. The District reserves the right to consider as acceptable only those proposals which are submitted in accordance with all requirements specified in this RFP. Any proposal offering any other set of terms and conditions which is contradictory to those included

in this RFP may be disqualified without further notice. The disqualification of a contractor and rejection of a contractor's proposal may result from any one or more of the following reasons, as determined by the District at their discretion:

- a. The proposal demonstrates noncompliance with applicable law.
 - b. The proposal is received after the deadline for submission specified in this RFP.
 - c. The proposal fails to meet, address or comply with material requirements of this RFP, including instructions for submission, content, or format.
 - d. The proposal is conditional, incomplete, or irregular in such a way as to make the proposal indefinite or ambiguous as to its meaning and/or content.
 - e. The proposal contains a provision reserving the right to accept or reject award, or reserve the right to enter into a contract pursuant to an award, or provisions contrary to those required in the RFP.
 - f. The contractor is debarred or suspended.
 - g. The contractor is in default under any prior and/or contract with the District.
21. Any and all costs associated with the preparation, submission or presentation of the proposal will be at the sole expense of the contractor. The District will not pay for any information requested under this RFP, nor is it liable for any costs incurred by the contractor in responding to this RFP.
 22. All items developed and submitted in response to this RFP shall become the property of the District upon submittal and a matter of public record pursuant to applicable law. Under no circumstances will any proposal or parts of proposals be returned to the contractor after the date of submittal.
 23. Issuance of this RFP and receipt of proposals does not commit the District to award a contract. The District expressly reserves the right to postpone the proposal opening date for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate, or to cancel all or any part of this RFP.
 24. A notice of intent to award of contract, if any, will be made within sixty days (60) calendar days after the proposals submission deadline to the contractor whose proposal the District determines to be the most responsible and responsive and in the best interest of the District. That contractor will be notified by letter of the intent to award the contracts to the contractor. The contractor must negotiate, in good faith, a

mutually acceptable contract to the District, covering any or all items included in this RFP, within ten (10) days of that notice. If a mutually acceptable contract is not negotiated within the ten-day time period, the District, at their sole option may elect to extend the ten-day time period or cease negotiations with that contractor.

25. The District will not enter into any agreement or execute any contracts or affix signature to any document from any contractor whose terms, written or verbal, require the District to waive any of the conditions or requirements set forth in this RFP or negotiated by the Parties. Any document containing a clause or clauses that serve to supersede any or all other documents attached to this transaction shall be rejected.
26. The contractor agrees not to discriminate against any employee or applicant for employment because of race, sex, color, religious creed, national origin, and/or ancestry.
27. If any provision of the contract is found to be invalid, such invalidation will not be construed to invalidate the entire contract.
28. More than one proposal for one contract from an individual, partnership, corporation, or an association under the same or different names will be grounds for rejection of all proposals in which such contractor is interested. Any and all proposals will be rejected if there is any reason for believing that collusion exists among any of the potential contractors. Participants in such collusion will not be considered in future proposals.



NON-COLLUSION AFFIDAVIT

2023 NPSD RFP FOR CONTRACTED BUS TRANSPORTATION SERVICES

State of _____ County of _____

I state that I am _____ of _____
(Title) (Name of my Firm)

and that I am authorized to make this affidavit on behalf of my firm, and its Owners, Directors, and Officers. I am the person responsible in my firm for price(s) and the amount of this proposal.

I state that:

1. The price(s) and amount of this proposal have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.
2. Neither the price(s) nor the amount of this proposal, and neither the approximate price(s) nor approximate amount of this proposal, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before proposal opening.
3. No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a proposal higher than this proposal, or to submit any intentionally high or non-competitive proposal or other form of competitive proposal.
4. The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other non-competitive bid.
5. _____, its affiliates, subsidiaries, officers, directors, and employees.
(name of my firm)

are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal Law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that _____ understands and acknowledges that the above
(name of my firm)

representations are material and important, and will be relied on by North Penn School District in awarding the contract for which this bid is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the North Penn School District of the true facts relating to the submission of bids for this contract.

(Name)

and

(Company Position)

SWORN TO AND SUBSCRIBED

BEFORE ME THIS _____ DAY

OF _____, 20_____.

Notary Public

My Commission Expires

INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this proposal. According to the Pennsylvania Anti Bid-Rigging Act, 73 P.S. 1611 et seq., governmental agencies may require Non-Collusion Affidavits to be submitted together with proposals.
2. This Non-Collusion Affidavit must be executed by the member, officer or employee of the bidder who makes the final decision on prices and the amount quoted in the proposal.
3. Proposal rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of proposals are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval or submission of the proposal.
4. In the case of a proposal submitted by a joint venture, each party to the venture must be identified in the proposal documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term "complementary proposal" as used in the Affidavit has the meaning commonly associated with that term in the bidding process, and includes the knowing submission of proposals higher than the proposal of another firm, any intentionally high or noncompetitive proposal, and any other form of proposal submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the proposal.



INTRODUCTION

2023 NPSD RFP FOR CONTRACTED BUS TRANSPORTATION SERVICES

The NPSD Board of Directors is requesting proposals related to the continued supplement for its fleet of in-house drivers and vehicles as defined in Schedule A with the approximately fifty-eight (58) vehicles and drivers from a bus contractor. The contractor will operate a facility separate from the District's Transportation Department.

Transportation of the District's school children is a specialized function. The essence of any student transportation contract is that the students be transported to and from school regularly, promptly, safely and without interruption or incident. The children's interest in transportation takes precedence over the interest of either the bidder and its drivers or the District's. The primary obligation of the bidder is to operate its affairs so the District will be assured of continuous reliable service. For the protection of our children, drivers and all other persons coming in contact with the children must be of stable personality and of the highest moral character. The District's place and the bidder accepts the full responsibility of assuring such qualities in personnel and service. Therefore, **all** required security clearances and background checks must be satisfactorily completed in accordance with law. The contractor will perform biannually State license checks and if requested, will provide pertinent driver information in order for the District's to also perform State license checks.

Under the proposed service agreement, the contractor will be responsible for all aspects of the proposed pupil transportation service subject to the approval of the District. As such, the contractor must have the management expertise; the necessary regular and substitute drivers; vehicle mechanics; driver training and safety personnel; school buses and other vehicles; offices, vehicle maintenance and staging areas; and any other equipment, materials, supplies, information systems, and personnel necessary to meet these specifications. By submitting a proposal and accepting a contract, the contractor represents that it has such management expertise; the necessary regular and substitute drivers; vehicle mechanics; driver training and safety personnel; school buses and other vehicles; offices, vehicle maintenance and staging areas; and any other equipment, materials, supplies, information systems, and personnel necessary to meet these specifications. The contractor will have equipment and knowledge to provide electronic communications with the District and the ability to remotely access and view the routing software if requested by the District.

The Board reserves the right to accept or reject any, or all, or any parts of the proposal.



SCOPE OF SERVICES

1. Provide the size and type of vehicles as agreed upon by the District to properly and economically transport approximately fifty-eight (58) bus runs. Provide drivers who are of good moral character and approved by the districts to assist in delivering transportation services to students residing within the North Penn School District.
2. Maintain a bus depot separate from the NPSD Bus Garage but within five (5) miles proximity to the District border. All respective locations must be approved by the District.
3. Be capable of expanding the scope of services as the need may arise.
4. Install child check-mate system or equivalent on all buses.
5. Provide an alternate quote for after school activity runs. North Penn provides secondary school late runs three (3) days per week. There are four (4) buses for the high school for after school activity runs and two (2) at each of the three middle schools.
6. Drivers must do AM & PM dry runs before the start of school to ensure the route is done properly and timely. These dry runs include going to the school so the driver knows also where the school is located and the shortest distance to the school after the final student pick up. If the driver is a returning driver for the District and has been on this run previously it should be done two (2) times. If it is a new driver for the District it should be done three (3) times. A signed proof of completion of these dry runs must be submitted to the Transportation Supervisor at the District the day before school starts. The signed proof form will be submitted by an Administrator of the contracted service company. There shall be no additional cost to the District for the dry runs.
7. The contracted service must provide North Penn with 58 buses for their current Non-Public and Public runs and be prepared to provide transportation for additional runs for the District as requested. Although not a requirement, the district would prefer that all vehicles would be propane powered by the year 2025-2026. Contractors can provide pricing for a fleet that would be propane and a fleet that would be non-propane.
8. The contracted service should have a local yard agreed to and approved individually by the District should include a service area with offices and an area suitable to service and maintain all contracted vehicles to run the daily operation.

9. There should be a dedicated office supervisor to run the daily operations at this yard.
10. A minimum of 10% daily substitute staff should be available to ensure all runs are able to be covered daily. The 10% rate should not include the office supervisor or dispatcher.
11. Each August an orientation must be held for the District's dedicated drivers to review the District's Orientation Packets outlining policies, procedures and guidelines so that these are followed by all drivers and the office supervisor. Any new driver that is employed after the start of the school year will also have this orientation and be given these printed materials. The driver will also have another driver/rider for the first three days of the bus route to insure they can take over the new route without incident and for a smooth transition. A signed form by the contracted services administrator must be submitted to the Transportation Supervisor at the District before the start of school or the additional bus route/driver mid-year to ensure it has been completed.
12. The District's dedicated buses should not be used for charter or any type trips that are not for the District if the District's fuel is being used.
13. The contracted service is to provide, in a timely manner, all properly completed monthly reports necessary for our State Reporting purposes.



GENERAL CONDITIONS

SECTION I

DRIVERS

It shall be the intention of the District to continue to contract for certain transportation runs of public, parochial, private and special needs school students on each school day as established by the school calendars. The contractor will be responsible for providing drivers, for managing drivers, and furnishing the required number of drivers to transport students to and from school on a daily basis. The District reserves the right to remove a driver from a run for any reason deemed necessary.

TERM

The contract will be awarded for a five-year term with an option by the District to extend the contract for up to an additional two years. The contract will commence on July 1, 2024 and ends June 30, 2029, with a potential for an additional two (2) optional years dependent on performance of contract.

The transportation provided shall be performed in compliance with the terms and conditions of this Agreement and its attached Schedules and shall commence on the first day of classes as stipulated by the District's School Board and shall run for a period of approximately 182 school days for each of the school years of the contract. Should the District extend the school year beyond 182 days, additional days will be charged at the current contract rate per bus per day. If there are less than 182 days, the District will be credited the amount shown in the quote for daily rates.

PAYMENT

The District agrees to pay the contractor on a monthly basis for bills submitted in a timely manner and verified by the district. It is the contractor's responsibility to make sure that the bills are submitted for payment to the district office each month. All billing shall be on a monthly basis and any accumulated billing not deemed monthly billing must be submitted by the 25th of June of that school year. Accumulated bills not submitted by that date shall be paid at the discretion of the District.

REGULATIONS AND COMPLIANCE

The contractor must comply with the regulations of the Pennsylvania Department of Education, the laws of the Commonwealth of Pennsylvania, the regulations of the Pennsylvania Department of Transportation, all federal laws and the policies, rules and regulations of the District.

INSURANCE

The contractor agrees that, prior to the effective date of the contract, and by June 15th of each succeeding year, said contractor will file with the District evidence that a Public Liability Insurance Policy, issued by a company authorized by law to insure in Pennsylvania and with

an A.M. Best rating of "A" or better. This policy shall be in effect for the duration of the contract in amounts not less than the amounts listed below. This coverage shall be provided on an Occurrence insurance policy form and shall name the District and its board of directors, officers, employees, volunteers and agents as additional insured and the policy shall be so endorsed. An endorsement is required stating that the coverage afforded the District and its board of directors, officers, employees, volunteers and agents, as additional insured, will be primary to any other coverage available to them. Coverage shall include: premises operations; blanket contractual liability, personal injury liability; products and completed operations; independent contractors, employees and volunteers as additional insured; cross liability; broad form property damage and abuse/molestation liability.

Required Limits of Insurance:

Limit of Liability: \$5,000,000 per occurrence combined single limit for bodily injury (including death) and property damage liability; \$5,000,000 personal and advertising injury; \$5,000,000 general aggregate and \$5,000,000 aggregate for products and completed operations.

The contractor shall, at his expense, prior to the effective date of the contract, provide the District with valid and collectible evidence of Business Automobile Liability Insurance for any vehicle, including vehicles for hire, in an amount not less than the amounts as evidenced on the standard ACCORD Certificate of Insurance as per Schedule D. The insurance policy shall be issued by a company authorized by law to insure in Pennsylvania and with an A.M. Best rating of "A" or better. The Certificate of Insurance should indicate that the North Penn School District, its board of directors, officers, employees, volunteers and agents are additional insured and the policy shall be so endorsed. An endorsement is required stating that the coverage will be primary to any other coverage available to them. The coverage must be in effect for the duration of the contract and shall run concurrently with the effective dates of the contract.

The contractor shall, at his expense, prior to the effective date of the contract, provide the District with valid and collectible evidence of Worker's Compensation insurance. Workers' Compensation insurance will be required on all employees of the contractor who will be involved in any aspect of the operations contemplated by the contract with the District. The insurance policy shall be issued by a company authorized by law to insure in Pennsylvania and with an A.M. Best rating of "A" or better. Verification of the rating, in writing, must be submitted to the District.

Required Limits of Insurance:

Workers' Compensation: Statutory Limits, Employer's Liability: \$100,000 Each Accident-Bodily, Injury by Accident; \$100,000 Each Employee-Bodily Injury by Disease; and \$500,000 Policy Limit-Bodily Injury by Disease, Other states insurance including Pennsylvania.

Excess Liability: Occurrence Policy Form providing an additional \$20,000,000 of insurance above the General Liability, Automobile Liability and Employers Liability is required. The

policy shall be issued by a company authorized by law to insure in Pennsylvania and with an A.M. Best rating of "A" or better.

Certificates of Insurance shall contain a provision that the coverage afforded under the policies will not be canceled or materially changed until at least thirty (30) days prior written notice has been given to the District.

Each party will immediately notify the other of any accident or condition which arises out of or touches upon the work performed by the contractor on District business, so as to handle potential problems on a timely basis in the best interest of both parties.

INDEMNIFICATION

In addition to the insurance requirements included as part of the specifications, the contractor shall also defend, indemnify and hold harmless the District, its board of directors, officers, employees, volunteers and agents from and against any and all claims, suits, judgments, and demands whatsoever, including without limitation to costs, litigation expenses, counsel fees, and liabilities with respect to injury to, or death of, any person or persons whatsoever, or damage to property of any kind by whosoever owned, arising out of or caused or claimed to have been caused in whole or in part by the acts or omissions of the contractor, its agents or employees, in the performance of the contract. The contractor further agrees to defend, indemnify and hold harmless the District, its board of directors, officers, employees, volunteers and agents against any such claims allegedly caused in whole or in part, whether or not it be the fact, as a result of negligent instructions or directions given or purportedly given by the District representatives with respect to the performance of the contract.

FAMILIARIZATION

Each contractor is required to examine the announcement, specifications, general instruction, exhibits and other contract documents and to become familiar with the routes, schedules, bus stops, traffic conditions, topography, road conditions, locations of schools, including entrance driveways and exits and with all other physical facts pertinent to the performance of the work.

MANAGEMENT OF EMPLOYEES

Personnel furnished by the contractor to perform the functions specified in the contract shall be employees of the contractor. The contractor shall control the means and methods of the performance of services by its employees under the contract. The contractor shall pay all salary, wages, Social Security taxes, federal and state unemployment insurance, and any other tax relating to the employment of such employees. The contractor shall provide all other required management services, including personnel services, such as licensing, training, supervision, evaluation, and reimbursement of employee expenses necessary to carry out the terms of the contract.

DRIVERS

Every school bus driver provided by the contractor shall meet all regulations presently in existence or implemented over the term of this contract, of the Bureau of Traffic Safety of the

Pennsylvania Department of Transportation with regard to application, age, fitness, competence, conduct, licensing, physical examination, and continuing eligibility. Drivers must pass periodically administered physical examinations, which may be required, by the Public Utility Commission, the Interstate Commerce Commission, and/or the Pennsylvania Department of Transportation.

Drivers will have annual physical examinations provided at the expense of the driver or contractor.

Mandatory/random drug and alcohol testing is required at the expense of the contractor, as specified by state and federal laws. Contractors are responsible to comply with all federal laws, state laws, local laws, and district policies pertaining to drug and alcohol testing of drivers and related personnel who provide student transportation services for the District.

The contractor agrees to submit a list of certified drivers and copies of driver licenses, physical examination cards, and certificates of school bus instruction to the District before the start of each school year and prior to the start of service by new drivers.

CRIMINAL BACKGROUND CHECKS AND CHILD ABUSE CLEARANCES

Contractor shall fully comply with all applicable requirements of Act 24, Act 114 Section 1-111 of the Pennsylvania School Code as amended (Act 34 of 1985 as amended and Act 114 of 2006) and Sections 6354-6358 of the Public Welfare Code (Act 151 of 1994). Contractor shall **not** allow any employee, prospective employee or independent contractor (1) on the job site, (2) to transport any student who is enrolled and/or resides in the District (if applicable) and/or (3) to have direct contact with any student who is enrolled and/or resides in the District (if applicable), prior to contractor providing the District with the above-referenced required criminal history record and child abuse clearance information for that employee, prospective employee or independent contractor. These requirements shall also apply to all of contractor's subcontractors and to employees and prospective employees of those subcontractors which perform services under the contract. Contractor shall comply with all of the above requirements at contractor's sole cost and expense and contractor acknowledges that the fees charged by the government entities may be subject to change. Contractor's compliance includes, but is not limited to, securing and providing all required updates to the criminal background check and child abuse clearances. All drivers before driving or working for the districts must be approved in writing by the districts.

ACT 34 OF 1985 - AS AMENDED

Independent contractors and their employees who provide services to a Pennsylvania School District are required to obtain a report of "Criminal History Record Information" from the Pennsylvania State Police. A report of "Federal Criminal Record Information" from the Federal Bureau of Investigation ("FBI") is required in addition to the Pennsylvania State Police Report.

Contractors must comply with conditions of Act 34 and shall be required to present the original

document(s) - Report of Criminal History Record Information from the Pennsylvania State Police; Report of Federal Criminal History Record Information from the Federal Bureau of Investigation to the Superintendent or the Superintendent's designee prior to the beginning of work under the contract for the District. The District will retain a copy of the background check information and will note on that copy the date on which the original document was inspected and the name of the Administrator who viewed the original. This copy will be retained in the District's records with the original being returned to the contractor.

ACT 34 - BACKGROUND CHECKS

Required by Act 34 of 1985 and Act 114 of 2006, as amended, for all prospective employees of public schools, private schools and their contractors' employees who will work in direct contact with children. Also required for "student teacher candidates". This is one of three required background checks or clearances.

To be provided by the applicant and reviewed by the school (or higher education administrator) prior to the applicant working in a position in which he will have direct contact with children. Criminal history reports shall be no more than five (5) years old at the time of employment. See Act 114 of 2006 for further detailed information on PA background check requirements. Following are procedures for obtaining the [PA State Police background clearance](#). Fee paid to Commonwealth of Pennsylvania.

FBI FINGERPRINTS

All applicants will be required to obtain an FBI fingerprint report. The Act requires that all of the following individuals who will have direct contact with children (as defined in [22 Pa. Code § 8.1](#)) provide to their prospective employer a copy of their Federal Criminal History Record, PA State Police Report and DPW Child Abuse Report that cannot be more than five (5) years old at the time of hire.

- Student teachers (participating in classroom teaching, internships, clinical or field experience),
- Prospective employees of public and private schools, Intermediate Units and Area Vocational-Technical Schools (including, but not limited to: administrators, teachers, substitutes, custodians, cafeteria workers and office employees), and
- Independent contractors and their employees (including, but not limited to: bus drivers, PIAA Sports Officials, and construction workers).

Prospective employees/student teacher candidates/contractors and their employees, hereafter referred to collectively as applicant, are to submit with their employment application State and Federal criminal history reports (**for the Federal Criminal History Report the applicant is to submit their Universal Enrollment ID (UEID)** or a copy of the completed form/request. Criminal history reports (results of background checks) shall be no more than five years old at the time of hire.

CHILD ABUSE REPORT

Required by Act 151 and by Act 114 of 2006, as amended, for all prospective employees of public schools, private schools and their contractors' employees who will work in direct contact with children. Also required for "student teacher candidates". This is one of three required background checks or clearances to be provided by the applicant and reviewed by the school (or higher education administrator) prior to the applicant working in a position in which he will have direct contact with children.

Child Abuse reports shall be no more than five (5) years old at the time of employment. See Act 114 of 2006 for further detailed information on PA background check requirements. Following are procedures for obtaining the PA Department of Human Services Child Abuse History Clearance.

You may obtain forms from schools or the [Department of Human Services](#) website. The Pennsylvania Child Abuse History Clearance can be submitted and paid for online through the [Child Welfare Information Solution \(CWIS\)](#) self-service portal or mailed in. If you chose to mail the form, please enclose a money order or check for each application. No cash accepted. Personal, agency or business checks are acceptable. The criminal background check and child abuse clearance results are valid for five years. Applicants should make and retain a copy of the reports in case the Pennsylvania Department of Education, Pennsylvania State Police and/or Department of Public Welfare do not maintain copies of the criminal record check or child abuse history clearances.

ACT 168

The contractor and its employees agree to comply with the provisions of Act 168 of 2014, Employment History Review Law and, to the extent applicable, Act 126 of 2012, Child Abuse Recognition and Reporting Training.

EPIPEN CERTIFICATION

Drivers for NPSD will be required to obtain EpiPen training through allergyready.com. Certificates are to be on file with the contractor and North Penn.

Both regular and substitute drivers shall be assigned as consistently as possible to the same bus run for the purpose of route familiarization and pupil control. It is the express desire of the District that the rate of driver turnover be minimal.

The District has the option to require that all personnel, including drivers, assigned to perform under the contract be subject to approval by the District prior to their hiring by the contractor.

The contractor will comply with a request by the District to remove any school bus driver, who, in the District's opinion, is not qualified to operate a school bus or cannot properly control students. The contractor agrees to maintain compliance with equal employment opportunity and affirmative action personnel policies as required by the Commonwealth of Pennsylvania and the Equal Employment Opportunity Commission.

The contractor and their employees must comply with all conditions and procedures as called for by the District.

SECTION II

SUPERVISION

The contractor will provide no less than one (1) full-time qualified supervisor per terminal and staff of employees. The supervisor will be trained and experienced in the supervision of bus drivers, bus aides and van drivers. The contractor's supervisor shall cooperate fully with the District's Supervisor or Director of Transportation and Business Administrator or designee to ensure a safe and efficient transportation system.

The contractor's terminal office will be open with assigned personnel on all designated school days from 5:30 a.m. to 7:00 p.m. Before or after these hours the contractor shall have an answering service available. North Penn and requires a 5:30 a.m. to 5:00 p.m. timeframe.

Contractor will agree to make the supervisor and staff available to the District for community related inquiries upon request and notice of the District.

The contractor agrees to furnish such reports as may be required and at the times designated by the District's Board or its designated representative. The contractor agrees to provide the Supervisor or Director of Transportation with verification of every requirement for buses and bus drivers, as outlined by the Pennsylvania Department of Transportation, Pennsylvania Department of Education, and this contract prior to the opening of school, or whenever new drivers are used, i.e., but not limited to valid school bus driver licenses, physical examination cards, and criminal background checks.

School transportation contractors are responsible for the behavior and actions of their employees, particularly with regard to adherence to the transportation policies and regulations of the District. Violations of those policies and/or regulations by drivers shall be considered violation of those policies and/or regulations by the contractor who employs the driver. Such violations of policies and/or regulations may, at the option of the Board, operate as cause for the termination of a contract for the transportation of school pupils.

SECTION III

INDEPENDENT CONTRACTOR

It is understood that the contractor is an independent contractor and not an officer, agent or employee of the District while engaged in carrying out and complying with any of the terms and conditions of the contract. It is further understood that the contractor, and not the District, is the employer of those employees performing services under the contract.

NON-TRANSFERABLE CONTRACT

The contract shall not be transferred or assigned without the prior approval of the Board and the written consent of the District.

FORFEITURE

If the contractor fails to perform satisfactorily, or to furnish safe and adequate personnel and equipment, or otherwise fails to comply with the terms of the contract, including home to school transportation, and additional routes, the District may cancel the contract without prior notice and procure services elsewhere.

If the contractor fails to perform satisfactorily any of the transportation services required under the provisions of proposal and contract, the contractor shall not be paid for those days in which it fails to provide transportation services or continuously fails to meet the required time schedule, and should the District be able to obtain such transportation services elsewhere, the contractor shall additionally be liable and, upon submission of an invoice by the District, pay to the District the additional cost incurred in obtaining the transportation services above the contractual rate in effect between the contractor and the School District's Board of School Directors. In the event the District should be unable to obtain such transportation services elsewhere, or in lieu thereof at the option of the District, the contractor shall pay to the District, in addition to any other accounts payable hereunder, additional administrative costs to the District in the amount of two hundred dollars (\$200.00) per day to be deducted from the next payment to the contractor.

CONTRACTOR NON-PERFORMANCE

In the event contractor shall neglect or refuse to provide the equipment, supplies or services as required, or any part thereof, or to replace any work which is rejected, then the District is authorized and empowered to purchase equipment, supplies and services in conformity with the contract from such other third party or parties, and in such manner as it shall elect at the expense of the contractor, or to cancel the contract; reserving to itself, nevertheless, all rights for damages, including attorney's fees, legal costs, and additional consulting and professional fees, which may be incurred by the District. The foregoing rights and remedies shall be in addition to, and not in limitation of, any other rights and remedies available to the District under the contract or at law or in equity.

SECTION IV

LICENSES

The contractor and its employees shall acquire and maintain valid permits and licenses required by law. All costs and fees for such license shall be the sole responsibility of the contractor and/or the drivers under its employ.

SPECIAL NEEDS STUDENTS

Drivers assigned to transport disabled, special education, and early intervention program students, shall be given special training by the contractor concerning the techniques of

handling such children.

The District reserves the right to place its own personnel on these vehicles to assist these students for physical, emotional, or disciplinary reasons.

RIGHT TO CONTRACT WITH OTHERS

The District reserves the right to contract with parents, guardians, and others for the transportation of pupils.

NON-EXCLUSIVITY

The District reserves the right to contract with other service providers for additional services.

ASSIGNMENT

The contractor shall not assign, convey, encumber, subcontract, or otherwise transfer its rights or duties under the contract, in whole or in part, without the prior written consent of the District.

CONTRACTOR STATUS

Contractor understands that in performing the contract, contractor is acting in the capacity of an independent contractor, and the contractor shall not be an agent, servant, partner nor employee of the District. Contractor shall be solely responsible to pay its own federal, state and local income taxes for its employees, salaries, social security payments, and any and all other payments incurred by contractor in the performance of the contract, as well as perform all necessary legal requirements pertaining to employment. None of the benefits provided by the District to its employees, including, but not limited to, workers' compensation insurance, disability insurance, medical insurance, and unemployment insurance are available from the District to contractor and/or any of contractor's agents, servants, or employees. Contractor has no authority to assume or create any obligations or responsibility, express or implied, on behalf of or in the name of the District, or to bind the District in any way whatsoever. Contractor hereby agrees that the services to be performed under the contract will be performed entirely at contractor's risk, and contractor assumes all responsibility for the subject matter of the contract. Contractor shall be solely responsible for its acts during the performance of the services set forth in the contract. Contractor hereby agrees that in the performance of the services required under the contract, contractor has full and sole responsibility for compliance with all federal, state and local laws, regulations and ordinances.

VEHICLES PROVIDED

School buses and all other vehicles used in the performance of the contract shall at all times meet the prevailing standards of the Bureau of Traffic Safety. Furthermore, all school buses shall pass state required inspection, as well as pass inspection annually by the Pennsylvania State Police. All other vehicles shall pass state required inspection in addition to meeting the standard of the Bureau of Traffic Safety. Although not a requirement, the district would recommend the procurement of propane powered school buses to service the contract as an initiative started by the district in 2018. The district would expect 100% of contracted buses

to be propane powered by the start of the 2025-2026 school year. Contractors may provide pricing for a fleet of propane powered buses or pricing for a fleet that is not propane.

The contractor is to provide no less than 10% spare buses and 10% spare vans as backup for breakdowns, preventative maintenance, and accident damaged vehicles.

The contractor agrees to provide vehicle maintenance on all of its vehicles utilized under the contract at its own cost.

The contractor shall furnish daily interior cleaning. Exterior cleaning will be done at least twice a month, September through June. The contractor shall also perform daily pre-trip inspections and promptly correct any deficiencies discovered on any vehicles or equipment to be utilized under the contract. Under no conditions may an unsafe bus be used to transport students. The contractor will keep on file the completed inspection sheets and submit copies of the sheets on demand to officials of the District when requested.

The District retains the right to inspect the school buses and all other vehicles to insure safety compliance.

All school buses assigned to regular daily routes by the bidder pursuant to the contract shall be no older than ten (10) years with the average fleet age not to exceed ten (10) years at any time. All vans to be utilized by the successful bidder for the performance of the contract shall be no older than five (5) years from the date of manufacture. Buses older than ten (10) years may be retained for use as spare buses, if designated as such at the start of the school year. Daily use of spare buses will be kept to a minimum and the District notified in writing when this occurs.

The contractor shall furnish vehicles which conform to the standards for school transportation vehicles approved by the Department of Transportation, Public Utility Commission, and Mass Transit Authority as applicable. School buses, Type I and II vehicles, shall meet the minimum standards of the Bureau of Traffic Safety and shall pass annual inspection by the Pennsylvania State Police. Cars, vans, and Type III school mini-vans shall conform to the standards of the Bureau of Traffic Safety. All vehicles shall conform to the provision of the law of the Commonwealth of Pennsylvania, and shall be in good mechanical and sanitary condition.

The speed of a vehicle shall at all times be consistent with the safety of the passengers and shall at no time exceed the speed limit as set forth in a minimum standard of the Bureau of Traffic Safety, Penndot, as promulgated from the Vehicle Code, or a reasonable speed for road conditions.

The successful contractor will be required to provide buses and drivers to any or all municipalities of the District in the event of a community evacuation.

SECTION V

FUEL

The District will furnish the fuel necessary to implement this contract through a supplier to be named. Fuel furnished by the District shall be used exclusively for transportation of pupils pursuant to the terms and conditions of this agreement and may not be used for any other purpose whatsoever by the contractor or any of its employees, agents or representatives.

The contractor shall be responsible for their drivers adhering to the Pennsylvania School Bus Idling regulations.

Monthly fuel logs shall be provided by the contractor to the District. In addition, the District reserves the right to examine and inspect without penalty and at reasonable times and or all contractor records and equipment to insure compliance herewith.

VIDEO & AUDIO BOX MONITOR

District will install a digital video & audio recording system capable of receiving a color video camera on each school bus under contract to the District. The district may also at any time send an employee to the bus yard to retrieve the bus video.

Monitoring camera system shall have a three (3) view arrangement (driver, front view & back of bus view)

All cameras will be operated by the District that are equipped with Bus Patrol interior cameras and exterior stop-arm cameras. All contracted vehicles will be equipped with these cameras.

All buses will be equipped with cameras and be in operating mode and have signs posted with clear visible notice that video & audio interception is occurring on the school bus.

TWO WAY RADIOS

Radios must meet all up to date narrowband requirements and meet the standards to communicate via the District radio frequency. Any radio licensing fees will be paid by the contractor. Use of the radio system must be in compliance with FCC regulations and is strictly intended for the requirements of this contract. The contractor will assume the ongoing maintenance of the radio system and purchase of additional radios. The contractor will, at the contractor's expense, install and maintain compatible base station radios to provide direct communication between the buses and the contractor in the District's offices. The radios do not need to operate on the same frequency as the District's system. It is recommended that a radio is given to the District to monitor any potential emergencies that may occur. The District will not interfere with radio contact of the contractor.

GPS SYSTEM REQUIREMENTS

The contractor will be responsible for installing GPS on each of its buses, or other vehicles used to transport District students. The contractor will purchase a GPS that is compatible

with the District software and will be agreed upon by the contractor and District. The preferred GPS for North Penn School District is Cal/Amp. All Contracted Buses are to be equipped with RFID Scanners and Tablets for Student Ridership tracking and for parent's tracking on the Here Comes the Bus Parent Application for all Public School Students. District is responsible for the cost of Tablets and Scanners. Scanners, Tablets, and GPS to be installed into the contracted buses and the installation will be coordinated by the District.

SECTION VI

BUS ROUTES AND BUS STOPS

Bus routes and bus stops shall be prepared by the District's Supervisor or Director of Transportation and may be modified at the sole discretion of the District. The contractor shall not deviate from the designated route or stops except by prior written consent of the District or in an emergency. In the case of an emergency, any deviation shall be reported promptly to the transportation office of the District.

Total Base Service: A comparable list of routes and their numbers which are serving the District in 2023-2024 can be found in the Supplement titled "Bus Routes and Numbers". The cost of additional bus runs or credit for deletions will be at the daily negotiated rates between the contractor and the Board.

The District reserves the right to revise any and all routes to suit the educational program at any time and such revision shall be deemed an ordinary part of the contract. The contractor will work with the district with a vision to improve the bus routes to maximize efficiency and cost.

A bus route schedule shall be provided by the District. This schedule shall designate the time and place of all bus stops, both morning and evening, and shall be carried in the bus. The time schedule may be modified by the District. The contractor will be given notice of any changes and the changes will be given to the driver with a start date determined by the District. The contractor will be responsible for distributing the changes to their drivers. In addition, the contractor will have access to student rosters with names to distribute to drivers prior to the first day of the school year.

SECTION VII

PUPIL SUPERVISION

The District delegates to the contractor the necessary authority to supervise and control students on buses and vans in accordance with the District's rules. Authorization shall not include corporal punishment, nor the right to eject any offender under circumstances other than those which present an immediate danger likely to result in injury. Bus conduct reports must be completed by the driver and given to the District's Director of Transportation or designee(s).

Pupils shall be taken on and discharged from the bus only at the designated stops and at the extreme right of the road or other location as designated by the District. No pupils shall be permitted to get on or off the bus while it is in motion. No school bus operator shall start the bus or signal the driver of any vehicle who has stopped in compliance with the provision of Section 3208 of the School Laws of Pennsylvania, to proceed until after each child who may have alighted there from shall have reached a place of safety.

No person other than a school pupil shall be transported in a school vehicle except in an emergency or when designated by the District's Superintendent or their designee. Nothing except passengers and their belongings shall be transported in the school vehicle while it is engaged in transporting pupils to and from school.

SAFETY PRECAUTIONS

The contractor shall require all drivers to comply with the following safety precautions:

1. All traffic regulations must be observed at all times.
2. Each driver is expected to remain with the bus at all times whether at a school building or on the route.
3. It shall be the duty of each driver to operate the bus at a reasonable rate of speed at all times in conformity with the traffic ordinances and regulations governing the use of buses and motor vehicles.
4. Each driver shall use all care to guard the children, prevent overcrowding and maintain order in the bus at all times. Any child refusing to obey the driver shall be reported on the bus conduct forms provided by the District.
5. All children riding on the buses must be carried to their designated stops.
6. No school bus shall be loaded beyond the seating capacity as set forth in a minimum standard as indicated on the "Approved School Bus Sticker". All other public conveyances when transporting school children under contract shall provide adequate seating for each student with no standees permitted.
7. In the event the District would institute any additional safety standards for the transportation of students, the successful contractor agrees to install and/or implement such safety enhancements. Any additional costs will be the responsibility of the District.

SECTION VIII

SCHOOL CANCELLATION OR DELAYED START OF SCHOOL

The District's Superintendent, or designee, shall have the sole responsibility of altering, delaying, or canceling bus service during inclement weather. The contractor agrees to advise the District of road conditions when requested. The contractor further agrees to abide by the decision of the District's Superintendent, or designee, and operate on the assigned

schedules and routes.

NON-DISCRIMINATION PROVISION

The contractor agrees to comply with the provisions of the Pennsylvania Human Relations Act in providing equal employment opportunities to those the contractor hires in connection with all work performed on behalf of the District. The contractor will not discriminate nor permit discrimination by its agents or employees against any employee or applicant for employment because of race, color, religion, age, or natural origin. The contractor will supply all compliance reports required by the Pennsylvania Human Relations Commission. Failure to comply with all requirements of the Governor's Code of Fair Practice (June 6, 1983) and the regulations of the Pennsylvania Human Relations Commission shall constitute a substantial breach of this act and reason for termination upon written notice to the contractor.

Schedule B

Payment for Transportation Contractors

Contractor will submit to the District a monthly statement of its services rendered during the prior monthly period. After verification of the statement, the District shall pay the full amount due to the contractor.

In the event that any statement amount is disputed by the District, the District shall deliver written notice specifying the disputed amount to contractor within 5 days of receipt of the statement by customer. In the absence of customer timely providing said written notice, customer waives any right to dispute said statement in the future. Customer shall pay all amounts not disputed to contractor on or before the 10th business day following the date on which the statement has been submitted.

Schedule C

NORTH PENN SCHOOL DISTRICT

| ROUTE ID | DESCRIPTION | STOPS | STUDENTS | TIME |
|-----------------|--------------------|--------------|-----------------|-------------|
|-----------------|--------------------|--------------|-----------------|-------------|

Available in a Separate Document

Schedule D

2023 RFP FOR CONTRACTED SCHOOL BUS TRANSPORTATION SERVICES

The undersigned hereby proposes to furnish school bus transportation as per the prices quoted on the attached proposal pages. The undersigned certifies to have read and fully understand the specifications and offer to furnish the services in exact accordance with the specifications and at the prices quoted within.

| Base Bid: 72 to 84 Passenger | PROPANE | NON-PROPANE |
|---|----------------|--------------------|
| Year 1 (2024-25) Daily Rate per Vehicle | | |
| Year 2 (2025-26) Daily Rate per Vehicle | | |
| Year 3 (2026-27) Daily Rate per Vehicle | | |
| Year 4 (2027-28) Daily Rate per Vehicle | | |
| Year 5 (2028-29) Daily Rate per Vehicle | | |
| Year 6 OPTION YEAR (2029-30) Daily Rate per Vehicle | | |
| Year 7 OPTION YEAR (2030-31) Daily Rate per Vehicle | | |
| Base Bid: 24 to 48 Passenger | PROPANE | NON-PROPANE |
| Year 1 (2024-25) Daily Rate per Vehicle | | |
| Year 2 (2025-26) Daily Rate per Vehicle | | |
| Year 3 (2026-27) Daily Rate per Vehicle | | |
| Year 4 (2027-28) Daily Rate per Vehicle | | |
| Year 5 (2028-29) Daily Rate per Vehicle | | |
| Year 6 OPTION YEAR (2029-30) Daily Rate per Vehicle | | |
| Year 7 OPTION YEAR (2030-31) Daily Rate per Vehicle | | |
| Alternate #1: After School Activity Runs | PROPANE | NON-PROPANE |
| Year 1 (2024-25) Daily Rate per Vehicle | | |
| Year 2 (2025-26) Daily Rate per Vehicle | | |
| Year 3 (2026-27) Daily Rate per Vehicle | | |
| Year 4 (2027-28) Daily Rate per Vehicle | | |
| Year 5 (2028-29) Daily Rate per Vehicle | | |
| Year 6 OPTION YEAR (2029-30) Daily Rate per Vehicle | | |
| Year 7 OPTION YEAR (2030-31) Daily Rate per Vehicle | | |

| Alternate #2: Nine (9) Passenger Van (No CDL required) | PROPANE | NON-PROPANE |
|---|----------------|--------------------|
| Year 1 (2024-25) Daily Rate per Vehicle | | |
| Year 2 (2025-26) Daily Rate per Vehicle | | |
| Year 3 (2026-27) Daily Rate per Vehicle | | |
| Year 4 (2027-28) Daily Rate per Vehicle | | |
| Year 5 (2028-29) Daily Rate per Vehicle | | |
| Year 6 OPTION YEAR (2029-30) Daily Rate per Vehicle | | |
| Year 7 OPTION YEAR (2030-31) Daily Rate per Vehicle | | |
| Alternate #3: Mid-day Runs | PROPANE | NON-PROPANE |
| Year 1 (2024-25) Daily Rate per Vehicle | | |
| Year 2 (2025-26) Daily Rate per Vehicle | | |
| Year 3 (2026-27) Daily Rate per Vehicle | | |
| Year 4 (2027-28) Daily Rate per Vehicle | | |
| Year 5 (2028-29) Daily Rate per Vehicle | | |
| Year 6 OPTION YEAR (2029-30) Daily Rate per Vehicle | | |
| Year 7 OPTION YEAR (2030-31) Daily Rate per Vehicle | | |

 Agree to Indemnification Agreement.

Buses will be located within District boundaries for all vehicles. If not, location is _____ miles outside of District for _____ number of vehicles. NOTE: This will be a factor; miles outside District will cost District more money.

Company Name: _____

Name of Authorized Representative: _____

Title: _____

Signature: _____

Address: _____

Phone: _____ Fax: _____

E-mail: _____

TRANSPORTATION RFP - FREQUENTLY ASKED QUESTIONS

1. Please provide summary of technology in use by current vendor: routing software, GPS, student tracking, parent notification app, etc.
Transfinder for routing, Cal/Amp GPS, Student Tracking and Parent App (Here Comes the Bus) 24/7 Security Inc. for cameras currently, moving to Bus Patrol once local PD agreements are signed. Contractor has their own separate tracking app for non-public runs.
2. Copy of all current routes (in Excel if possible)
Shared in Google Sheet
3. What is the current driver/monitor daily route guarantee? What is current average hours for drivers/monitors?
5 hours a day currently. See spreadsheet with approximate route times
4. Please provide summary regarding number of harnesses or other special equipment required
NPSD has no special needs runs with our contractor currently.
5. Please provide current contractor's office and maintenance staff listing # of managers, dispatchers, mechanics, etc.
NPSD- One Manager, One Assistant Manager, Two Dispatchers, One Safety Manager.
6. Please provide last summer school transportation volume: # days, buses, etc.
All summer runs are covered by district drivers.
7. Currently how many monitors and drivers are required to sufficiently service this contract?
58 Drivers plus at least 6 substitutes.
8. Please provide an estimate of non-route field trips, shuttles, work programs, etc.
Possibility of mid-day shuttles and sports trips, as needed.
9. Please advise on the number of expected service days
180 public school days, 183 potential for non-public
10. How is fuel handled in the current contract? Fuel peg? Contractor purchased, etc.?
District purchases fuel. All current routes for contractor are propane buses and fuel at the district's location. Contractor had their own diesel tank
11. Please advise on ownership of facilities? Rent amount, availability?
Current facility for district owned buses with no room for additional buses.
12. Please advise of any significant changes from current contract to this bid specification.
Need for install of district owned GPS & Bus Patrol equipment
13. Please advise of estimate regarding total annual mileage
22-23 SY, Current Contractor Vehicles accumulated 682,920 miles based on 180 days.
14. Please provide summary of liquidated damages assessed to vendor over last 3 years
None
15. Please provide CBA, wage/benefit information for current in-house drivers/monitors? Does current in house operation have full driver complement?
NPSD bus drivers are not part of a CBA. Current in-house operation is fully staffed.