

BID SPECIFICATIONS

STUDENT TRANSPORTATION

Due on or before April 15, 2016 at the office of:

Paul Rizza
Director of Finance
250 Main Street
East Haven, CT 06512

The Office of the Director of Finance, East Haven, Connecticut until **(11:00 a.m.)**, will receive sealed proposals on **(April 15, 2016)**. Each proposal should be clearly marked **“Bid #16-003 - 2016-2017 through 2020-2021 REGULAR and/or SPECIAL EDUCATION TRANSPORTATION”**. Specifications, instructions and proposal forms may be obtained at the above address.

CONDITIONS FOR PROPOSAL

1. The Town of East Haven reserves the right to reject any proposal if it is deemed to be in the best interests of the Town of East Haven, Connecticut, East Haven Board of Education and its students.
2. The Board of Education reserves the right to award this proposal as a package in conjunction with other proposals for similar services/supplies/equipment.
3. The submission of a proposal shall be conclusive evidence that the Contractor has satisfied himself as to the requirements of the proposal specifications and any controlling conditions, which may exist.
4. Contractors may not withdraw their proposal for a period of **120 days** from the date of proposal opening. The Board of Education and the Contractor may mutually agree to extend the time limit.
5. In determining the ranking of responsible Proposals, the Board of Education may consider, in addition to price, the quality, availability and type of items, the experience of the Contractor, the sufficiency of the financial resources of the Contractor and the reputation of the Contractor for ability, integrity, judgement and performance, as well as the ability of the Contractor to provide future service/supplies/equipment.
6. It is anticipated that the goods/services will be needed for the 2016-2017 school year, but the Board of Education reserves the right to cancel or alter this service because of enrollment changes, budget consideration, school consolidation, incompatibility of students and/or drivers and/or aides, or unforeseen circumstances which require a change.
7. The Board expects the following of the contractor:
 - a. to meet the needs of the children of the community,
 - b. to provide highly skilled drivers,
 - c. to have a reputation of working hard to create and maintain an enviable safety record,
 - d. to keep their equipment in excellent condition,
 - e. to work with the District Administration to improve services but not necessarily increase cost,

- f. to understand the relationship between the quality of service and its interdependency with parent relations,
 - g. to, at all times, work in an effective and professional manner,
 - h. to communicate effectively with the Superintendent and/or Designee over transportation,
 - i. to maintain accurate records for vehicle maintenance, accident and billing information,
 - j. to provide necessary accommodations for students with disabilities.
8. The successful contractor will obtain Workers' Compensation insurance coverage as equipped by Connecticut General Statutes. In addition, the contractor agrees to save harmless and indemnify the Board and the Town from any and all liability and expense, which may arise as a consequence of any injury to an employee of the contractor.
 9. The East Haven Board of Education may make such investigation as deemed necessary to determine the ability of the Contractor to discharge his contract. The Contractor shall furnish the EAST HAVEN BOARD OF EDUCATION with all such information and data as may be required for the purpose. The EAST HAVEN BOARD OF EDUCATION reserves the right to reject any Proposal if the Contractor fails to satisfactorily convince the EAST HAVEN BOARD OF EDUCATION that he/she is properly qualified by experience and/or does not have the facilities to carry out the work called for herein. Conditional Proposals will not be accepted.
 10. The Contractor is responsible for conducting their own due diligence study of existing routes and conditions.
 11. Specifications cannot be modified by anyone other than the assigned agent for the EAST HAVEN PUBLIC SCHOOLS.
 12. Successful Contractor is responsible for obtaining all necessary building permits as required by State and City authorities.
 13. The successful Contractor shall, after being awarded the contract, and before doing any work, furnish Certificates of Insurance, including Automobile Property Damage Liability, Public Liability and Worker's Compensation Insurance in the amounts outlined in the proposal specifications. Copies of insurance certificates shall be required at the beginning of each school year. The contractor shall carry insurance under which the East Haven Board of Education shall be named as an additional insured for the duration of the contract.
 14. The successful contractor will submit a copy of their Affirmative Action/Non-Discrimination – Title IX Plan and agrees not to discriminate in the conduct of their contract because of race, religion, color, creed, national origin, sex, sexual orientation or other protected classification set forth by Federal, State or Local law. The successful contractor agrees to take affirmative action to insure that applicants are hired and employees treated without regard to race, religion, color, creed, sex, national original or other protected classification set forth by federal, state or local law.
 15. The successful contractor shall comply with all federal, state, and local laws, regulations, and ordinances concerning employment agreements and labor standards for fair employment.

16. The successful Contractor understands that the Out of Town Special Education Transportation is included in this bid package.
17. The contractor agrees to allow the East Haven Board of Education, at EHBOE expense, to purchase GPS locator units for each bus should EAST HAVEN BOARD OF EDUCATION decide to do so at any time during the life of the contract.

NOTE:

By bidding on this contract the vendor agrees that any or all past clients may be contacted by the East Haven School System. The vendors bidding on this contract also agree to release and discharge by bidding on this contract for the vendor him/herself, his/her heirs, executors, administrators and assigns, release acquit and forever discharge the East Haven School System, its Board of Education and all employees and any or all other persons, firms and corporations of and from any and all actions, causes of actions, claims or demands for damages, costs, loss of services, expenses, compensation, consequential damage or any other thing whatsoever, on account of, or in any way growing out of any former client contacted by the East Haven School System to obtain an opinion regarding any work performed by your company. The above release shall also include and apply to any former client contacted.

INSTRUCTIONS TO CONTRACTORS:

These instructions are standard for all proposals issued by the East Haven Board of Education, East Haven, CT where a vendor is to furnish labor, materials and/or necessary equipment to complete a Proposal as outlined in our detailed specifications. The EAST HAVEN PUBLIC SCHOOLS (EAST HAVEN BOARD OF EDUCATION) may delete, supersede or modify any of these standard instructions for a particular proposal.

- 1.0 The attached proposal is signed by the Contractor with full knowledge of an agreement with the general specifications, conditions and requirements of this Proposal.
- 1.1 Submit proposal in an envelope marked with the Contractor's name and address on the upper left hand corner. Proposal shall be made out in the exact form of enclosed proposal form on Contractor's letterhead and shall be signed by an officer of the company or corporation. Proposals are to be plainly marked in the lower left hand corner. Proposal number, name of Proposal, opening date and time.
- 1.2 Proposals received later than the date and time specified shall not be considered. Amendments to or withdrawals of Proposals received later than the date and time set for Proposal opening shall not be considered.
- 1.3 All deliveries of services shall comply with all applicable laws of the Federal Government and/or the State of Connecticut. Purchases made by the EAST HAVEN PUBLIC SCHOOLS are exempt from the payment of Federal Excise Taxes and the State of Connecticut Sales Tax and such taxes must not be included in the Proposal prices.
- 1.4 A ten percent (10%) Bid Bond, Certified Check or Cashier's Check must be submitted with proposal. The 10% is calculated on the value of the first year of the proposal for transportation services. Bid Bonds, Certified Checks and Cashier's Checks will be held by the district for a period of ninety (90) days.

- 1.5 Successful Contractor shall be required to furnish a Performance Bond issued by a surety company authorized to do business in the State of Connecticut. Such surety company shall have and maintain an A.M. Best Financial Strength Rating of A++XV. The required bond shall be renewed annually by June 1 of each year and equal to one hundred percent (100%) of the value of the first year's expense and one hundred percent (100%) of each succeeding year thereafter. A letter of intent from the surety company shall be included with the proposal submission. Cost for the performance bond shall be listed separately in the proposal response.
- 1.6 The contractor shall be required to complete the CONTRACTOR AFFIRMATIVE ACTION STATEMENT, APPENDIX A with their completed proposal package.
- 1.7 The Board of Education of the Town of East Haven supports efforts to reduce the use of illegal drugs in the workplace. In instances where responsible, prospective Contractors submit identical tie proposals, preference shall be given to the businesses with drug-free workplace programs. Whenever two or more proposals, which are equal with respect to price, quality, and service, are received by the Board of Education for the procurement of commodities or contractual services which are proposed, a proposal received from a business which has certified that it has implemented a drug-free workplace program shall be given preference in the award process. The drug-free workplace program certificate is attached and is to be submitted with the proposal package along with a copy of contractor's drug/alcohol policy by the Contractor along with other proposal documents in order to receive preference. This policy shall become effective in accordance with the provisions of the Charter of the Town of East Haven regarding proposal procedures.
- 1.8 The contractor must submit all attached Proposal Specifications and Proposal Forms in the Proposal.
- 1.9 The contractor may submit a proposal for either or both regular and special education student transport.
- 2.0 The contractor shall be required to complete the CONTRACTOR INDEMNIFICATION, APPENDIX B, with their completed Proposal package.
- 2.1 There shall be no smoking or other use of tobacco products in any school vehicle, school building, or on school grounds at any time. Proper attire is to be worn by school bus drivers at all times. Picture ID badges are to be worn at all times when driver is working for the East Haven Board of Education. Contractor's personnel shall use extreme caution while driving motor vehicles on school property.
- 2.2 The Contractor shall not sublet, sell, transfer, assign or otherwise dispose of contract or any portion thereof or of his right, title or interest therein, or of his obligations there under, without consent of the Board.

Proposal Requirements for Transportation Services

EAST HAVEN PUBLIC SCHOOLS TRANSPORTATION

Definition of Terms

- A. East Haven Public Schools: Shall mean the East Haven Public Schools, 35 Wheelbarrow Lane, East Haven, CT 06513
- B. The Board: Shall mean the East Haven Board of Education of the Town of East Haven, CT 06512, and any appointed designee.
- C. The School Administration: Shall mean the Superintendent or designee of EAST HAVEN PUBLIC SCHOOLS, 35 Wheelbarrow Lane, East Haven, CT 06513.
- D. School Bus: Shall mean a school bus body and chassis specification classified as Type 1, as defined in Sections 14-275b-1 through 14-275b-149 of the Regulations of Connecticut State Agencies, having a capacity of seventy-two (72) passengers or more, licensed by the State of Connecticut as a school bus and also meeting all established school bus regulations for the U.S. Department of Transportation in addition to any and all other federal, state, and local laws and regulations. Full-time bus defined as: All-day 72-passenger from 6:30 a.m. to 5:00 p.m.; part-time bus defined as: 72-passenger bus from 6:30 a.m. to 9:30 a.m. and from 1:30 p.m. to 5:00 p.m.; mini-bus defined as: 19-passenger bus.
- E. School Mini-Bus: Shall mean a school bus body and chassis specification classified as Type II, as defined in Section 14-275a-1 through 14-275a-20 of the Regulations of Connecticut State Agencies, which is licensed by the State of Connecticut as a school bus and also meeting all established school bus regulations for the U.S. Department of Transportation in addition to any all other federal, state, and local laws and regulations.
- F. School Lift Bus: Shall mean a school bus body and chassis specification classified as a School Transportation Vehicle (STV). The vehicle, including the modifications, must be licensed by the State of Connecticut.
- G. Van: Is any vehicle with a passenger capacity of 7-15 passengers that is used to carry children to or from school or any other authorized location. The vehicle, including any modifications, must be licensed by the State of Connecticut.
- H. Vehicle: Shall mean any school bus, school minibus, school lift bus or van as defined in this Agreement.
- I. School Bus Driver: Shall mean a legally qualified school bus operator licensed by the State of Connecticut who is physically, morally and emotionally suitable to drive for the District.
- J. Agreement: Shall mean this formal written contract signed by the Board and the Contractor following acceptance by the Board of the terms negotiated with the Contractor.

- K. Contractor: Shall mean XXXXXXXXXXXX, Inc. doing business at XXXXXXXX, Connecticut, 06XXX.
- L. Regular Daily Trips: Shall mean any scheduled bus route, which is intended for the transportation of pupils to and from a particular school on a daily basis, currently 180 days per school year.
- M. Bus Route: Shall mean a fixed course traveled by each vehicle, which is established by the Contractor and the East Haven Board of Education.

Terms of the Contract

The Board and the Contractor agree that the Contractor shall be the agent to furnish school transportation services for East Haven students and other authorized persons designated by the EAST HAVEN PUBLIC SCHOOLS. The agreement period shall be for (5) five years, beginning August 1, 2016 through July 31, 2021. The proposed contract shall include the option to reopen contract price negotiations for 2021/2022 if, in the Board’s opinion, delivery and service warrants such a reopener.

Equipment Requirements

- A. For the base proposal, (new buses are optional) the average age shall be no more than five-years old for the life of the contract. (No vehicle shall be older than 5 years).
- B. All vehicles, including School Buses, School Mini Buses and School Lift Buses and Vans shall be equipped with a GPS System, cameras, and two-way radio that provides direct, continuous communications and have sufficient power for satisfactory radio communication. All necessary authorization for the use of such equipment, including operating licenses, shall be obtained by the contractor at its own expense.

Furthermore, all vehicles must be equipped with the following:

1. Snow tires or all-weather tires, between November 1 and April 1, if legally permitted by Conn. State Statutes.
 2. All Vans must be equipped with rear window defroster and seat belts.
 3. Each vehicle will be equipped with a front safety gate (including vans). All buses to have swingout front bumper-mounted crossing gates.
 4. All Type I and Type II vehicles shall be equipped with digital video monitoring equipment. Each vehicle shall be equipped with live camera/dummy DVCR. The ratio of live DVCR to each category of vehicles shall be ten percent (10%) including spare and trip buses.
 5. All buses must have an assigned bus route labeling system that is approved by EAST HAVEN PUBLIC SCHOOLS.
 6. Automatic alarm system in rear of bus that activates if driver does not check interior of bus (Bus Scan Child Finder System or equivalent). **NOTE: Preferred but optional.**
- C. The number of vehicles used to transport the Town’s school children is expected to vary. The number and type of vehicles may be reduced or added to this Agreement each year. The Board

reserves the right to increase or decrease the number of vehicles needed to provide transportation agreed to under this Agreement upon ten (10) days' notice to the Contractor. The cost of each vehicle shall be determined between the parties by the type of vehicle, the year of the Agreement, and the cost per day specified for that type of vehicle as listed in the rate section of the Agreement. The current number of vehicles used to transport District children is as follows:

Item Letter	# Buses	
A	14	All-Day, 72-Passenger
B	8	Part-time, 72-Passenger
C	1	Part-time, PM only Middle School
D	3	Part-time, Vo-Tech, Lyman, 72-Passenger
E	3	All-Day, Special Education, In-Town
F	5	All-Day, Special Education, Out-of-Town
G	1	Special Education Lift Bus

- D. The Contractor and the Board agree to negotiate the cost of any additional equipment that the Board may require that is not covered by laws, rules, regulations, policies and standards of the federal government, the State of Connecticut, the Connecticut Department of Motor vehicles and EAST HAVEN PUBLIC SCHOOLS.
- E. Each year of the Agreement, prior to the first day of school, the Contractor shall provide the Board with a complete list of the vehicles that serve the District. The list shall include, EAST HAVEN PUBLIC SCHOOLS' approved route number, the bus number, registration number, the trips the vehicle covers, the model year of the vehicle, mileage, and a copy of the most recent State of Connecticut inspection form for that vehicle.
- F. The Contractor shall, at all times, during the period of this Agreement, provide spare vehicles at a ratio of ten percent (10%) and driving personnel sufficient to satisfy the requirements of this Agreement at all times. The spare vehicles and spare drivers shall be used in the event of any scheduled maintenance, accident, breakdown, delays, emergency, shortages due to athletic or field trips, driver absence, etc.
- G. During the term of this Agreement, the Contractor shall have the right to substitute new or equivalent vehicles, provided prior written notice is given to and such substitution meets the terms and conditions of this proposal.
- H. The vehicles shall be maintained in first class repair and working order and in clean and sanitary condition and shall be adequately heated and shall have sufficient power to operate in accordance with the schedule of the Board under reasonably foreseeable circumstances. Any problems which might affect normal operation shall be reported to the Superintendent or designee no later than 6:00 a.m.

The Contractor shall set up a regular inspection program of all equipment and shall keep written records showing regular mileage inspections and periodic inspections so that EAST HAVEN PUBLIC SCHOOLS or its agent may, at any time, request the written record of the inspection made by the Contractor. Such records shall include a specific statement concerning the

mechanical condition of each individual vehicle. As part of the proposal submission, the Contractor shall include a detailed summary of its preventative maintenance program.

At any time during this Agreement, EAST HAVEN PUBLIC SCHOOLS or its agent shall have the right to conduct inspections of the Contractor's equipment and bus yard, and to make recommendations concerning changes, repairs or additions to the mechanical equipment of the Contractor. It shall be the responsibility of the Contractor to carry out these recommendations within the reasonable time period designated by the Board. The cost of any equipment beyond the terms and conditions of this agreement shall be negotiated by the Contractor and EAST HAVEN PUBLIC SCHOOLS.

EAST HAVEN PUBLIC SCHOOLS, or its agent, may, on verbal notice followed by written notice, require the Contractor to discontinue the use of any vehicle, which it judges to be hazardous, mechanically defective or subject to frequent breakdowns or delays.

In the event that the discontinuance of any vehicle shall be ordered, the Contractor shall forthwith replace said vehicle with a like size or larger and same age or newer vehicle within forty-eight (48) hours that is capable of fulfilling the requirements of this Agreement and the schedule.

Insurance

- A. Insurance: The Contractor shall provide liability insurance coverage in the amount of 1,000,000 (one million dollars) per occurrence for bodily injury with a \$9,000,000 (nine million dollars) liability umbrella; Automobile combined single limit of \$1,000,000 (one million dollars); Uninsured Motorist coverage of \$1,000,000 (one million dollars); Commercial General Liability per occurrence; Products/Completed Operations coverage of \$1,000,000 (one million dollars); and \$2,000,000 (two million dollars) general aggregate. The City of East Haven and the Board shall be specified as an additional insured.
- B. Worker's Compensation: The Contractor shall maintain Worker's Compensation Insurance coverage as required by Connecticut General Statutes for the term of this agreement.
- C. Save Harmless: The Contractor shall at all times protect, hold harmless and indemnify the EAST HAVEN PUBLIC SCHOOLS, the Board and their employees, officials and agents from any and all liability and expense, including attorney fees, which may arise with its operations, activities or omissions, or those of its employees and agents in furnishing the Services as Contractor, including, but not limited to, the transportation of School Bus Driver's children. Excepting that the contractor shall not indemnify, defend, or hold harmless the district and its officers, agents, and/or employees either present or future for any claims, damages, or expenses related to the District's ridership or other policies or procedures that the Contractor has carried out in good faith, nor for student upon student violence, not for the willful, wanton, or negligent acts or omissions of the District, the School Board, their officers, agents, or employees.
- D. Insurability: Certificates of Insurance shall be required annually prior to August 1 of each contract year. Copies of insurance certificates shall be forwarded to the School Administration on or before the renewal date of the policy. All insurance shall be carried by companies

authorized to conduct business in the State of Connecticut. The Board shall be given thirty (30) calendar days advance notice by certified mail, return receipt requested, or by hand-delivery of any change to or cancellation of any or all insurance policies required by this Agreement.

- E. Contract Signing: No agreement shall be executed until the School Administration has verified that all required documents, including but not limited to performance bonds, certificates of insurance, non-collusive statements and letters of intent meet all requirements set forth in this specification.

Non- Discrimination/Affirmative Action

- A. Affirmative Action: The Contractor shall submit a copy of their affirmative action plan and agrees not to discriminate in the conduct of this Agreement because of race, color, creed, sex, national origin, or other protected classification set forth by federal, state, or local law. The Contractor agrees to take affirmative action to insure that applicants are hired and employees treated without regard to race, color, creed, sex, national origin, or other protected classification set forth by federal, state, or local law. See Appendix A.
- B. Labor Standards: The Contractor shall comply with all state laws and local ordinances concerning agreements and labor standards for fair employment.

Contract Performance

- A. Expectations: EAST HAVEN PUBLIC SCHOOLS has high expectations for student transportation services. Below is a list of the criteria the Board expects the Contractor to meet in fulfilling this Agreement.
 1. To get the school aged children of the community to school on time.
 2. To provide highly skilled and courteous drivers.
 3. To work continuously to maintain and improve an enviable safety record.
 4. To keep vehicles in excellent mechanical condition.
 5. To work with the school administration to improve service, but not necessarily increase cost.
 6. To understand the relationship between the quality of service and its interdependency with parent relations.
 7. To at all times, work in an effective and professional manner.
 8. To work with the School Administration to maintain the best possible parent/community relations.
 9. Run efficiently and effectively with reasonable time constraints.
- B. Performance Bond: The Contractor shall be required to furnish a Performance Bond issued by a surety company authorized to do business in the State of Connecticut. Such surety company shall have and maintain an A.M. Best Financial Strength Rating of A++XV. The required bond shall be renewed annually by June 1st of each year and equal to one hundred percent (100%) of the value of the first year's expense and one hundred percent (100%) of each succeeding year thereafter.

- C. Laws: The Contractor and its driving personnel shall be required to comply with the laws of the Federal Government and the State of Connecticut and with all applicable regulations and requirements of the Connecticut Motor Vehicle Department, Connecticut Department of Transportation, Public Utilities Commission, and the procedures and policies of the Board pertaining to the transportation of public school children without limitation. All costs incurred in complying with any such statutes, rules and regulations, State or otherwise, shall be the responsibility of the Contractor. If Connecticut or federal laws or regulations are contrary to any provision(s) of this Agreement, the Contractor will be required to follow such laws or regulations, which shall control. In addition, the Contractor agrees to conform to all of the rules, regulations, and labor laws of the state and federal governments and various acts amendatory and supplementary thereto, and all other laws, ordinances and legal requirements.
- D. Garage & Maintenance of School Buses: During the term of this Agreement, the maintenance facility and all vehicles shall be stored within ten (10) miles of the town of East Haven, Connecticut boundary or any other location that is approved in writing by EAST HAVEN PUBLIC SCHOOLS and that does not interfere with transportation route or other trip schedules when vehicles are taken out-of-service for maintenance.
- E. Fuel: The contractor will provide fuel for buses and deduct the total cost of the fuel from total payments made to Contractor. The Contractor shall be responsible for the storage of the fuel. The East Haven Board of Education will pay the fuel supplier directly.
- F. Manager/Dispatcher: The Contractor shall provide a full-time manager and a full-time dispatcher, who are not a driver or mechanic, to manage the District's transportation. These personnel shall be available at all times schools are in session and/or buses are on the road for transportation of District's students. This District shall be able to contact these personnel at all or any time via telephone, cell phone, fax and/or email.
- G. Safety/Training Coordinator: The Contractor shall provide a Safety/Training Coordinator with whom EAST HAVEN PUBLIC SCHOOLS may consult on problems and issues of safety, driver performance, student behavior and trip routing which may arise in the course of executing this Agreement.
- H. Drivers and Driver Training: EAST HAVEN PUBLIC SCHOOLS and its agents reserve the right to review all personnel records and personnel used in the performance of this contract and to reject a driver prior to actual employment. In the event that any driver demonstrates unsatisfactory performance, the Board shall have the right to require the contractor to replace the driver within twenty-four (24) hours after notification. The driver shall not thereafter be reinstated without approval of EAST HAVEN PUBLIC SCHOOLS or its agent.

The Contractor shall complete a criminal background check on all applicants prior to being assigned a route.

The Contractor shall, as part of pre-employment screening, complete drug and alcohol testing on each and every prospective employee.

The Contractor shall ensure that all drivers have submitted to a complete physical examination prior to the beginning of each school year. A licensed practicing physician shall conduct the physical examination and the physician shall certify that the driver is in good physical condition.

The Contractor shall provide at least 10 hours of driver training annually. Training shall focus on defensive driving skills, student management, care of special needs students, parent/driver relations and other areas deemed relevant to improving the safety of the service provided to.

I. Drug/Alcohol Policies: The Contractor shall have a written drug/alcohol policy, which complies with State and Federal law. A copy of this policy or any revisions that occur during the term of this Agreement shall be submitted to EAST HAVEN PUBLIC SCHOOLS. The policy shall include pre-employment testing and testing for drivers involved in accidents where one or more of the following criteria are met:

1. A post-accident testing event occurs as defined in the Contractor's Drug Policy. (This Policy is based on Federal Regulations and may be subject to change as a result)
2. There is reasonable cause to suspect drug or alcohol use.

Drivers who are tested positive for use of controlled substances and/or alcohol shall be permanently excluded from driving school buses in East Haven.

J. Evacuation Drills: Required, as part of this Agreement, is the utilization of buses and drivers for evacuation drills as required by Connecticut General Statutes.

K. Vandalism: The Contractor shall be responsible for the cost of vandalism to the vehicles. EAST HAVEN PUBLIC SCHOOLS shall cooperate with the Contractor to keep vandalism low and prosecute violators to the full extent of the law. Any remuneration recovered as a result of vandalism on school buses shall become the property of the Contractor. EAST HAVEN BOARD OF EDUCATION supports and encourages the use of technology to enhance safety and behavior on buses.

L. Accidents: In the event of an accident, the Contractor shall report to the District's Superintendent of Schools or Designee promptly, but in no case more than 24 hours after the accident occurs. At the request of the School Administration, the Contractor shall promptly prepare a written report of the accident and forward a copy to the Superintendent or Superintendent Designee.

M. Routes: Routes and stops are developed by the Contractor and reviewed by the Superintendent's Office in accordance with EAST HAVEN PUBLIC SCHOOL'S policies and regulations. All routes shall be available at least 30 days prior to the beginning of school, in order for a copy to be submitted and published in local newspapers. A copy of the route the bus is serving shall be carried in the vehicle at all times. Drivers and spares are expected to be thoroughly familiar with routes prior to the opening of school. Because of late enrollments, routes and loads shall be flexible during the first few weeks of school. The Superintendent's Office or designee and the Contractor shall jointly agree on route changes. EAST HAVEN PUBLIC SCHOOLS encourages input from the Contractor on changes that will increase safety and/or efficiency.

While routes, school times and school calendars are set and not generally subject to change, the Contractor must be willing and able to react to emergency situations.

N. Pre & Post Trip Inspections: As a routine procedure, each driver shall inspect their vehicle prior to beginning a route to insure that exterior lights and equipment is fully operational. After each trip within the route, the driver shall walk to the rear of the bus and check every seat for forgotten articles, vandalism and particularly sleeping children. This inspection shall occur after every trip/run.

O. Prohibited Practices:

1. Drivers shall not wear headphones during the course of driving a route.
2. Smoking is prohibited while transporting students.
3. Personal cellular phones are prohibited, but Contractor owned cellular phones might be used to enhance safety on regular routes and/or communication for field trips. Cell phones may not be used while bus is in motion.
4. Deviating from the routes as provided by EAST HAVEN PUBLIC SCHOOLS.
5. Backing up buses on school property is prohibited.
6. Drivers shall not be less than 21 years of age or students in the District.
7. Except for the Contractor's name, no vehicle shall carry commercial or political advertising on the outside of the vehicle. EAST HAVEN PUBLIC SCHOOLS reserves the right to make arrangements for advertising on the inside of the bus.

P. Route/Trip Numbers: Route and trip numbers are required on all buses, including spares that serve EAST HAVEN BOARD OF EDUCATION. The numbers shall be displayed prominently in the window adjacent to the entrance of the vehicle and be easily read by District and staff. Numbers and letters will be permanently painted on all buses. Signage shall also comply with Connecticut Motor Vehicle Regulations.

Q. Student Behavior and Control: The Contractor is responsible for Students from the moment they board the bus or van until they exit the bus or van at home or school. The Contractor shall require its drivers to report any disturbance, irregularities or disciplinary infractions by students to the building principal.

In the event of extreme disciplinary infractions by students on vehicles, which in any way imperil safe operations, the Contractor shall require that School Bus Drivers stop the vehicles and not proceed until discipline is restored. The Contractor's office is to be immediately alerted via radio. The School Bus Driver shall report all such occurrences to the Contractor, and the Contractor shall notify the Principal of the school concerned for action and the Transportation Coordinator or another member of the Central Administration. Drivers are not to bring students back to school for disciplinary reasons.

R. Route Testing: The Contractor shall thoroughly field test all bus routes prior to the opening of school to verify any discrepancies and to familiarize the drivers with unfamiliar routes. Prior to the start of each school year, drivers shall be required to perform two (2) "dry runs" with a bus

for each route assigned to that driver. Verification of dry runs shall be brought to the Superintendent's office prior to the start of school.

- S. Passenger Authorization: Only individuals specifically authorized by the Contractor and EAST HAVEN PUBLIC SCHOOLS shall be allowed to ride the vehicles.
- T. Complaints: The Contractor shall investigate all complaints, keep a log of such complaints, and shall report the corrective action taken to the School Administration within twenty-four (24) hours.
- U. Student Behavior and Control: The Contractor is responsible for students from the moment that they board the vehicle until they exit the vehicle at home or school or other designated destination. No student shall be ejected or allowed to exit from any bus while en route except at his designated stop and no bus driver is authorized to administer corporal punishment to any student. Each driver shall comply with all applicable Board policies regarding transportation, safety, and student discipline. The Contractor shall require its drivers to report any disturbance, irregularities or disciplinary infractions by students to the applicable school building Principal. In the event of extreme disciplinary infractions by students on vehicles, which in any way imperil safe operation, the Contractor shall require that the drivers stop the vehicles and not proceed until discipline is restored. The Contractor's office is to be immediately alerted via radio of such disturbance. The driver shall report all such occurrences to the Contractor and the Contractor shall notify the Principal of the school concerned for action as well as School Administration.
- V. Children of Drivers: The Board is aware that many School Bus Contractors attract parents as drivers by allowing offspring to ride as passengers. The Board is willing to allow this practice as long as the practice does not interfere with the primary function of student transportation and the Contractor/driver complies with all laws and regulations for the transportation and small children.

Contract Cancellation

EAST HAVEN PUBLIC SCHOOLS reserves the right to terminate this Agreement or any other Agreement with the Contractor if any of the conditions listed below exists:

- A. The Contractor is unable or refuses to fulfill the terms and conditions of the Agreement.
- B. The Contractor repeatedly breaches the terms and conditions of the Agreement.
- C. The Contractor is unable to maintain safe vehicles and/or transportation services to the students of the District.
- D. The Contractor repeatedly refuses to provide safe vehicles and/or transportation services to the students of East Haven.
- E. The Contractor fails repeatedly to meet the school schedule and/or consistently fails to pick up eligible students.

- F. The Contractor becomes insolvent, makes an assignment for the benefit of creditors, files a voluntary petition in bankruptcy, is subject to an involuntary petition in bankruptcy not discharged within 30 days.
- G. The Contractor subcontracts, assigns, transfers, conveys or otherwise disposes of its obligations under this Agreement other than as provided in this Agreement.

In any case, the district shall notify the contractor in writing of any deficiency in service or of any alleged default or failure to provide safe and adequate service or alleged violation of terms and/or conditions of the Agreement. The Contractor shall have thirty (30) days to formulate and implement a plan that would cause to cure the deficiency. Should the Contractor fail to cure or otherwise rectify any alleged deficiency within said thirty (30) days of receipt of the districts, the District may terminate the contract. The District and Contractor agree to meet and make good faith efforts to resolve any disputes within thirty (30) days of the development of any dispute and prior to filing any action in a court of competent jurisdiction. Good faith efforts may include mediation and arbitration by mutual agreement.

The EAST HAVEN PUBLIC SCHOOLS may withhold acceptance of work and payment when it is determined that said work or materials do not meet the specified requirements. Payment will not be made until work is to the EAST HAVEN PUBLIC SCHOOLS official's and/or authorized agent's satisfaction. Satisfaction will be based on safety, reliability, response to changes and being able to drop off and pick up students as scheduled.

The Board shall provide written notice of termination and the reasons for such action.

In addition to the cancellation provisions set forth above, EAST HAVEN PUBLIC SCHOOLS reserves the right to cancel this Agreement with sixty (60) days prior written notice to the Contractor, should either of the following conditions exist:

1. Funds are not appropriated by the Town of East Haven for continuance of this Agreement.
2. The Board, through changes in its requirements, method of operation or program operation no longer has a need for the commodity or service. Should the Board opt for this option the Board agrees that it would not contract with any other entity, including itself, for like or similar bus transportation service within a period of twelve (12) months from the date of termination.

Rates & Payment

- A. Rates: The rates proposed for School Buses, Mini Buses, Vans, School Lift Buses and other transportation services specified in the Agreement are rates for all five years of the Agreement. Student transportation services shall be provided on 180 school days each year. Any additional days for which service might be required shall be paid for at the appropriate per diem, hourly or trip rate as specified by this Agreement. In the event that the vehicles do not operate on any school day, for whatever the reason, the cost for each vehicle will be deducted from the payment made by the Board. All morning and afternoon runs shall fall within the times specified for a part-time vehicle.

- B. Payments: The Contractor will be paid only for the number of vehicles actually in operation. EAST HAVEN PUBLIC SCHOOLS will make payments for School Buses providing regular transportation services in ten (10) consecutive equal monthly installments made on or before the fifteenth of each month commencing with September 15th. EAST HAVEN PUBLIC SCHOOLS will make payment for all other vehicles on a monthly basis upon receipt of an itemized invoice provided by the Contractor. Terms shall be net 30 days. The Contractor shall maintain a computerized billing system for all EAST HAVEN PUBLIC SCHOOL'S transportation.

Acceptance by the Contractor of the payments shall release EAST HAVEN PUBLIC SCHOOLS, the Board and the Town of East Haven from all claims and all liability to the Contractor in connection with this Agreement arising during the period for which the payment is made.

- C. Vehicle Availability: School Bus: Full time bus defined as: All-day 72-passenger from 6:30 a.m. to 5:00 p.m.; part-time bus defined as: 72-passenger bus from 6:30 a.m. to 9:30 a.m. and from 1:30 p.m. to 5:00 p.m.; mini-bus defined as: 19-passenger bus. Due to early closings, weather, scheduling changes and acts of God, these times may vary. The Board shall not be liable for any additional charges unless permanent schedule changes occur that requires additional time of drivers on a daily basis.
- D. Athletic & Field Trips: The proposal response shall include an hourly rate per bus for all five years of the contract to provide transportation for athletic and field trips. The cost shall be comparable to surrounding towns or East Haven will have the option to use additional vendors.
- E. Late Buses: The proposal response shall include rate per run per bus for late buses.
- F. Special Education Students: A separate proposal for transporting special education students within and out-of-district.

Miscellaneous

- A. If any provision of this Agreement is, or shall at any time, be contrary to law, then such provision shall not be applicable or performed or enforced, except to the extent permitted by law, and any substitute action shall be subject to appropriate consultation and negotiation between the Contractor and EAST HAVEN PUBLIC SCHOOLS.
- B. In the event that any provision of this Agreement is, or shall at any time be contrary to law, all other provisions of this Agreement shall continue in force for the duration of this Agreement.
- C. The Contractor shall not be liable for non-performance of service required under this Agreement whereby non-performance is caused by an act of God, public enemies, authority of law, perils of navigation, riots and acts of war. During any period of non-performance, EAST HAVEN PUBLIC SCHOOLS shall not be liable to the Contractor for any payments under this Agreement. Furthermore, EAST HAVEN PUBLIC SCHOOLS shall have the right to make alternative transportation arrangements.

- D. This proposal, together with signed contract and insurance coverage, constitutes the full and complete agreement of the parties, and may be amended at any time by mutual agreement of the parties hereto in writing.
- E. The Contractor may not assign or delegate the performance of the requirements of this Agreement without the express written consent of EAST HAVEN PUBLIC SCHOOLS.
- F. The Contractor shall not be held or deemed in any way to be the agent or employee of EAST HAVEN PUBLIC SCHOOLS. It is the intention of the parties that the Contractor shall be and is to be considered an independent contractor.
- G. The failure of either party in any one or more instances to insist upon the performance of any of the terms, covenants or conditions of this Agreement, or to exercise any right or privilege in this Agreement conferred, or the waiver of any breach of any of the terms, covenants or conditions of this Agreement, shall not be construed as thereafter waiving any such terms, conditions, covenants, rights or privileges, but the same shall continue and remain in full force and effect as if no such waiver or forbearance had occurred.
- H. The proposal and subsequent contract shall in all respects be governed by and construed in accordance with the laws of the State of Connecticut.
- I. The Contractor is required to provide a copy of the two (2) most recent annual audited reports for their Firm with their proposal submission. Such audited report shall be signed by a certified professional.
- J. The Contractor shall provide sufficient reference and/or materials to substantiate the Contractor's ability to carry out the terms of the contract for the full period of the Agreement. At least one reference must be from a Connecticut municipality.
- K. The Contractor shall provide documentation, brochures of explanation, or any other information that the Contractor deems necessary for any and all optional equipment and/or systems required under or within any alternate proposal required or requested.

APPENDIX A

EAST HAVEN PUBLIC SCHOOLS
35 Wheelbarrow Lane
EAST HAVEN, CT 06513

TO: All Vendors
FROM: Paul Rizza, Director of Finance
SUBJECT: Affirmative Action

The East Haven Public Schools is an Equal Opportunity Employer, and will not transact business with firms that are not in compliance with all Federal and State Statutes and Executive Orders pertaining to non-discrimination.

In order to have your firm listed on our acceptable vendors' list and thereby be eligible for consideration as a source for goods and services, please complete and return the following Statement of Policy to us.

STATEMENT OF POLICY

It is the employment policy of _____ that there shall be no discrimination against anyone on the grounds of race, religion, color, creed, sex, national origin, age or other protected classification set forth by federal, state or local law in the hiring, upgrading, demotions, recruitment, termination and selections for training.

In addition, this firm is in full compliance with the letter and intent of the various Equal Employment Opportunities and Civil Rights Statutes noted above.

Date

Signed (Name/Title of Company Officer)

Telephone

Street Address

City/State/Zip

APPENDIX B
CONTRACTOR INDEMNIFICATION

The contractor shall at all times indemnify and save harmless the East Haven Public Schools (EAST HAVEN PUBLIC SCHOOLS) and its officers, agents and/or employees against any and all claims, demands, damages, losses, judgements, costs, worker's compensation payments, litigation expenses and counsel fees arising out of injuries to the person (including death) or damage to property alleged to have been sustained by:

- a. Officials, officers, agents and/or employees of the EAST HAVEN PUBLIC SCHOOLS or;
- b. The contractor, his subcontractors or material suppliers or;
- c. Any other person, whose injuries are alleged to have occurred on or near the work, or to have been caused in whole or in part by the acts, omissions or neglect of the contractor or his subcontractor or material men by reason of his or their use of faulty, defective or unsuitable work; or,
- d. Excepting that the contractor shall not indemnify, defend, or hold harmless the District and its officers, agents, and/or employees either present or future for any claims, damages, or expenses related to the District's ridership or other policies or procedure, that the Contractor has carried out in good faith, nor for student upon student violence, nor for the willful, wanton, or negligent acts or omissions of the District, the School Board, their officer, agents, or employees.

The existence of insurance shall in no way limit the scope of this indemnification. The Contractor further undertakes to reimburse the EAST HAVEN PUBLIC SCHOOLS for damage to property of the EAST HAVEN PUBLIC SCHOOLS cause by the contractor, or his employees, agents, subcontractors or material men or by faulty, defective or unsuitable material or equipment used by him or them.

STATE OF CONNECTICUT:

COUNTY OF:

Signed

Contractor

By

Name

Street

City/State/Zip

Date

Subscribed and Sworn to before me on this
_____ day of _____ 20_____

Notary Public

APPENDIX C
DRUG-FREE WORKPLACE CERTIFICATE

I hereby certify that this company:

1. Has a published statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and that this statement specifies the actions which will be taken against employees for violations of such prohibition.
2. Has a written policy informing employees about the dangers of drug abuse in the workplace, the firm's policy of maintaining a drug free workplace, any available counseling, rehabilitation, and employee assistance programs, and the penalties which may be imposed upon employees for drug abuse violations.
3. Each employee engaged in providing the commodities or contractual services which are being proposed was given a copy of the statements specified in paragraphs 1 and 2, above.
4. In the statement specified in paragraph 1, the employees have been notified that, as a condition of working on the commodities or contractual services which are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of "guilty" or of "nolo contendere" to any violation of any controlled substance law of the United State or of any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
5. This firm will impose a sanction on or require the satisfactory participation in a drug abuse assistance program or a rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
6. This firm will make a good faith effort to continue to maintain a drug free workplace.

As the person authorized to sign this statement, I certify that this firm fully complies with the above requirements.

Signature: _____ **Date:** _____

Print Name: _____

Company: _____

EAST HAVEN BOARD OF EDUCATION
Transportation Proposal Response Form

Vendor Name _____

Vendor Address _____

Vendor Town/State/Zip _____

Vendor Telephone _____

Vendor Representative _____

Vendor's Insurance Carrier _____

Rate Proposal – Response sheet

Regular Daily Transportation

Vehicle Type/Service	Per Diem Rate FY 2016-17	Per Year Rate FY 2016-17
72 Passenger Bus Full Time		
72 Passenger Bus Part Time		
Type II Mini Bus		
Lift Vehicle*		

Athletic / Field Trips / Late Bus

Vehicle Type/Service	Per Hour Rate FY 2016-17
72 Passenger Bus	

**Lift Vehicle must accommodate 3 wheelchairs plus 4 additional passengers*

**** Out-of-District Special Needs Transportation will be negotiated per job requirement based location, student needs, and tie-in ability.

Rates: The rates listed above pertain to the first year of the Agreement. Subsequent years shall be adjusted according to the method specified in the Agreement.

References:

1. _____ Person: _____ Phone: _____
2. _____ Person: _____ Phone: _____
3. _____ Person: _____ Phone: _____

Bid Bond or other Bid security included: Yes _____ No _____

Location/Address of existing or proposed bus lot: _____

Annual Cost of 100% Performance Bond: _____

Location of Maintenance Facility: _____

EAST HAVEN BOARD OF EDUCATION
Transportation Proposal Response Form

Vendor Name _____

Vendor Address _____

Vendor Town/State/Zip _____

Vendor Telephone _____

Vendor Representative _____

Vendor's Insurance Carrier _____

Rate Proposal – Response sheet

Regular Daily Transportation

Vehicle Type/Service	Per Diem Rate FY 2017-18	Per Year Rate FY 2017-18
72 Passenger Bus Full Time		
72 Passenger Bus Part Time		
Type II Mini Bus		
Lift Vehicle*		

Athletic / Field Trips / Late Bus

Vehicle Type/Service	Per Hour Rate FY 2017-18
72 Passenger Bus	

**Lift Vehicle must accommodate 3 wheelchairs plus 4 additional passengers*

**** Out-of-District Special Needs Transportation will be negotiated per job requirement based location, student needs, and tie-in ability.

Rates: The rates listed above pertain to the first year of the Agreement. Subsequent years shall be adjusted according to the method specified in the Agreement.

Bid Bond or other Bid security included: Yes _____ No _____

Location/Address of existing or proposed bus lot: _____

Annual Cost of 100% Performance Bond _____

**EAST HAVEN BOARD OF EDUCATION
Transportation Proposal Response Form**

Vendor Name _____
Vendor Address _____
Vendor Town/State/Zip _____
Vendor Telephone _____
Vendor Representative _____
Vendor's Insurance Carrier _____

Rate Proposal – Response sheet

Regular Daily Transportation

Vehicle Type/Service	Per Diem Rate FY 2018-19	Per Year Rate FY 2018-19
72 Passenger Bus Full Time		
72 Passenger Bus Part Time		
Type II Mini Bus		
Lift Vehicle*		

Athletic / Field Trips / Late Bus

Vehicle Type/Service	Per Hour Rate FY 2018-19
72 Passenger Bus	

**Lift Vehicle must accommodate 3 wheelchairs plus 4 additional passengers*

**** Out-of-District Special Needs Transportation will be negotiated per job requirement based location, student needs, and tie-in ability.

Rates: The rates listed above pertain to the first year of the Agreement. Subsequent years shall be adjusted according to the method specified in the Agreement.

Bid Bond or other Bid security included: Yes _____ No _____

Location/Address of existing or proposed bus lot: _____

Annual Cost of 100% Performance Bond _____

EAST HAVEN BOARD OF EDUCATION
Transportation Proposal Response Form

Vendor Name _____

Vendor Address _____

Vendor Town/State/Zip _____

Vendor Telephone _____

Vendor Representative _____

Vendor's Insurance Carrier _____

Rate Proposal – Response sheet

Regular Daily Transportation

Vehicle Type/Service	Per Diem Rate FY 2019-20	Per Year Rate FY 2019-20
72 Passenger Bus Full Time		
72 Passenger Bus Part Time		
Type II Mini Bus		
Lift Vehicle*		

Athletic / Field Trips / Late Bus

Vehicle Type/Service	Per Hour Rate FY 2019-20
72 Passenger Bus	

**Lift Vehicle must accommodate 3 wheelchairs plus 4 additional passengers*

**** Out-of-District Special Needs Transportation will be negotiated per job requirement based location, student needs, and tie-in ability.

Rates: The rates listed above pertain to the first year of the Agreement. Subsequent years shall be adjusted according to the method specified in the Agreement.

Bid Bond or other Bid security included: Yes _____ No _____

Location/Address of existing or proposed bus lot: _____

Annual Cost of 100% Performance Bond _____

EAST HAVEN BOARD OF EDUCATION
Transportation Proposal Response Form

Vendor Name _____

Vendor Address _____

Vendor Town/State/Zip _____

Vendor Telephone _____

Vendor Representative _____

Vendor's Insurance Carrier _____

Rate Proposal – Response sheet

Regular Daily Transportation

Vehicle Type/Service	Per Diem Rate FY 2020-21	Per Year Rate FY 2020-21
72 Passenger Bus Full Time		
72 Passenger Bus Part Time		
Type II Mini Bus		
Lift Vehicle*		

Athletic / Field Trips / Late Bus

Vehicle Type/Service	Per Hour Rate FY 2020-21
72 Passenger Bus	

**Lift Vehicle must accommodate 3 wheelchairs plus 4 additional passengers*

**** Out-of-District Special Needs Transportation will be negotiated per job requirement based location, student needs, and tie-in ability.

Rates: The rates listed above pertain to the first year of the Agreement. Subsequent years shall be adjusted according to the method specified in the Agreement.

Bid Bond or other Bid security included: Yes _____ No _____

Location/Address of existing or proposed bus lot: _____

Annual Cost of 100% Performance Bond _____

EAST HAVEN BOARD OF EDUCATION
Special Education Transportation Proposal Response Form

Vendor Name _____

Vendor Address _____

Vendor Town/State/Zip _____

Vendor Telephone _____

Vendor Representative _____

Vendor's Insurance Carrier _____

Rate Proposal – Response sheet

Special Education Daily Transportation

Vehicle Type/Service	Per Diem Rate FY 2016-17	Per Year Rate FY 2016-17
Bus		
Type II Mini Bus		
Van		
Lift Vehicle*		
Other Vehicle/s		

**Lift Vehicle must accommodate 3 wheelchairs plus 4 additional passengers*

**** Out-of-District Special Needs Transportation will be negotiated per job requirement based location, student needs, and tie-in ability.

Rates: The rates listed above pertain to the first year of the Agreement. Subsequent years shall be adjusted according to the method specified in the Agreement.

Bid Bond or other Bid security included: Yes _____ No _____

Location/Address of existing or proposed bus lot: _____

Annual Cost of 100% Performance Bond _____

EAST HAVEN BOARD OF EDUCATION
Special Education Transportation Proposal Response Form

Vendor Name _____
Vendor Address _____
Vendor Town/State/Zip _____
Vendor Telephone _____
Vendor Representative _____
Vendor's Insurance Carrier _____

Rate Proposal – Response sheet

Special Education Daily Transportation

Vehicle Type/Service	Per Diem Rate FY 2017-18	Per Year Rate FY 2017-18
Bus		
Type II Mini Bus		
Van		
Lift Vehicle*		
Other Vehicle/s		

**Lift Vehicle must accommodate 3 wheelchairs plus 4 additional passengers*

**** Out-of-District Special Needs Transportation will be negotiated per job requirement based location, student needs, and tie-in ability.

Rates: The rates listed above pertain to the first year of the Agreement. Subsequent years shall be adjusted according to the method specified in the Agreement.

Bid Bond or other Bid security included: Yes _____ No _____

Location/Address of existing or proposed bus lot: _____

Annual Cost of 100% Performance Bond _____

EAST HAVEN BOARD OF EDUCATION
Special Education Transportation Proposal Response Form

Vendor Name _____
Vendor Address _____
Vendor Town/State/Zip _____
Vendor Telephone _____
Vendor Representative _____
Vendor's Insurance Carrier _____

Rate Proposal – Response sheet

Special Education Daily Transportation

Vehicle Type/Service	Per Diem Rate FY 2018-19	Per Year Rate FY 2018-19
Bus		
Type II Mini Bus		
Van		
Lift Vehicle*		
Other Vehicle/s		

**Lift Vehicle must accommodate 3 wheelchairs plus 4 additional passengers*

**** Out-of-District Special Needs Transportation will be negotiated per job requirement based location, student needs, and tie-in ability.

Rates: The rates listed above pertain to the first year of the Agreement. Subsequent years shall be adjusted according to the method specified in the Agreement.

Bid Bond or other Bid security included: Yes _____ No _____

Location/Address of existing or proposed bus lot: _____

Annual Cost of 100% Performance Bond _____

EAST HAVEN BOARD OF EDUCATION
Special Education Transportation Proposal Response Form

Vendor Name _____
Vendor Address _____
Vendor Town/State/Zip _____
Vendor Telephone _____
Vendor Representative _____
Vendor's Insurance Carrier _____

Rate Proposal – Response sheet

Special Education Daily Transportation

Vehicle Type/Service	Per Diem Rate FY 2019-20	Per Year Rate FY 2019-20
Bus		
Type II Mini Bus		
Van		
Lift Vehicle*		
Other Vehicle/s		

**Lift Vehicle must accommodate 3 wheelchairs plus 4 additional passengers*

**** Out-of-District Special Needs Transportation will be negotiated per job requirement based location, student needs, and tie-in ability.

Rates: The rates listed above pertain to the first year of the Agreement. Subsequent years shall be adjusted according to the method specified in the Agreement.

Bid Bond or other Bid security included: Yes _____ No _____

Location/Address of existing or proposed bus lot: _____

Annual Cost of 100% Performance Bond _____

EAST HAVEN BOARD OF EDUCATION
Special Education Transportation Proposal Response Form

Vendor Name _____
Vendor Address _____
Vendor Town/State/Zip _____
Vendor Telephone _____
Vendor Representative _____
Vendor's Insurance Carrier _____

Rate Proposal – Response sheet

Special Education Daily Transportation

Vehicle Type/Service	Per Diem Rate FY 2020-21	Per Year Rate FY 2020-21
Bus		
Type II Mini Bus		
Van		
Lift Vehicle*		
Other Vehicle/s		

**Lift Vehicle must accommodate 3 wheelchairs plus 4 additional passengers*

**** Out-of-District Special Needs Transportation will be negotiated per job requirement based location, student needs, and tie-in ability.

Rates: The rates listed above pertain to the first year of the Agreement. Subsequent years shall be adjusted according to the method specified in the Agreement.

Bid Bond or other Bid security included: Yes _____ No _____

Location/Address of existing or proposed bus lot: _____

Annual Cost of 100% Performance Bond _____