

OGDENSBURG CITY SCHOOL DISTRICT  
OGDENSBURG, NEW YORK

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SUBJECT: Transportation Contracts

DATE: October 17, 2016

REASON FOR BOARD CONSIDERATION:

The Board of Education must accept or reject all contractual agreements.

FACTS AND ANALYSIS:

The transportation runs in the Ogdensburg City School District have been extended for the 2016-2017 school year. A need has arisen for a daily bus run for Special Education to transport students to and from Potsdam Central School District in Potsdam. The Ogdensburg City School District has advertised and received one proposal.

First Student: \$383.12 per day round trip transportation.

RECOMMENDED ACTION:

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that, having the recommendation of the Superintendent of Schools, the Board of Education of the Ogdensburg City School District does hereby approve the above listed transportation contract starting on November 1st with First Student as submitted this 17th day of October, 2016.

APPROVED FOR PRESENTATION TO THE BOARD:

  
Superintendent

OGDENSBURG CITY SCHOOL DISTRICT  
1100 STATE STREET  
OGDENSBURG, NEW YORK 13669

The Board of Education of the Ogdensburg City School District, St. Lawrence County, State of New York, is requesting bids, commencing after Bid award for period 11/01/16– 06/23/17. Contracts can be extended if agreed to by both parties with the price of the route being increased by the CPI rate at the time of extension.

1) TRANSPORTATION SERVICES - For a run to Potsdam Central School District, Potsdam, NY 13676.

Bids will be received by the Board of Education at the Office of the Superintendent of Schools, 1100 State Street, Ogdensburg, New York, until 10:00 A.M., October 13, 2016. Said Bids will then be weighted according to criteria below and the successful party will be recommended to the Board of Education at the October 17th Board meeting by the committee of reviewers. Information and specifications are attached for your use in quoting services. The Board of Education reserves the right to reject any or all BIDS. Said bid must also be approved by the State Education Department.

Private transporter to transport a small number of students to and from Potsdam Central School District, Potsdam, NY 13676. There will be a morning pick-up in the Ogdensburg City School District and an afternoon pick-up at Potsdam Central School District to return to Ogdensburg.

\$383.12 per day.

**Criteria for evaluation of proposals:**

1. The previous experience of the contractor in transporting pupils: Ability to solve a problem quickly.
2. The name of each company of which the contractor has been a transporter.
3. A description of any safety programs implemented by the contractor.
4. A record of accidents in motor vehicles under the control of the contractor.
5. The driving history of employees of the contractor.
6. Inspection records and model year of each of the motor vehicles under the control of the contractor.
7. The maintenance schedules of the motor vehicles under the control of the contractor.
8. A financial analysis of the contractor.
9. Documentation of compliance with motor vehicle insurance requirements.
10. Total cost of the proposal.

Weighted Values: = 1) 40%, 2) 2%, 3) 5%, 4) 5%, 5) 5%, 6) 5%, 7) 5%, 8) 3%, 9) 5%, 10) 25%



## BID OFFER SHEET

Bids will be opened on October 13<sup>th</sup>, 2016 at 10:00AM, at the Office of the Superintendent of Schools, 1100 State Street, Ogdensburg, NY. Bids must be in a sealed envelope, marked "BIDS FOR TRANSPORTATION", and addressed to the Ogdensburg City School District, 1100 State Street, Ogdensburg, NY 13669.

### DESCRIPTION OF SCHOOL BUS VEHICLE OR AUTO TO BE FURNISHED:

- Please see attached - Tab 7

Private transporter to transport a small number of students to and from Potsdam Central School District, Potsdam, NY 13676. There will be a morning pick-up in the Ogdensburg City School District and an afternoon pick-up at Potsdam School to return to Ogdensburg.

\$383.12 per round trip.

NAME: First Student Inc.  
ADDRESS: 575 Colfax Street Rochester NY 14606  
PHONE #: 585-647-9380  
SIGNATURE David P. Harkley DATE 10/13/16

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