

SHELBY COUNTY BOARD OF EDUCATION

PROCUREMENT SERVICES

160 South Hollywood Street, Room 126 □ Memphis, Tennessee 38112-4892 □ Phone (901) 416-5376

REQUEST FOR PROPOSAL

(NOT AN ORDER)

The Shelby County Board of Education reserves the right to accept or reject any or all proposals, or any part thereof, and to waive any minor informalities and/or technicalities that are deemed to be in the best interest of the Shelby County Board of Education. Successful Respondents shall be paid only when delivery is complete. \*For the appropriate purchases, all material data safety data sheets (MSDA) must accompany all shipments covered under Tennessee Hazardous Chemical Right to Know Law- Tennessee Public Chapter #417- House Bill #731.

PROPOSAL FOR STUDENT TRANSPORTATION SERVICES

Note 1: Provided information based on Q& A that was to be provided at a later date. Questions#26, #39, #51, and #61. And #1-6.

Note 2: #26 The sample contract is attached on SCS website.

Note 3: Routing Data and Monitors information: Run Summary Report, Route Monitors Report and Route Detail Report excel spreadsheets will be posted on SCS website.

Please see the Q & A information noted in this document.

Note: Please see the Q & A information in this document on the second page.

ISSUED BY: Toni Jones, Academic Sourcing Manager

RFP #100920TJ

We propose to furnish the item(s) and/or services outlined in the proposal at prices quoted and guarantee safe delivery **F.O.B. delivered** and as specified. Proposals are submitted with a declaration that no Shelby County Board of Education Member or employee has a financial or beneficial interest in this transaction.

NAME OF FIRM \_\_\_\_\_ TERMS \_\_\_\_\_
ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_ FAX # \_\_\_\_\_
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

\_\_\_ CHECK HERE IF YOU ARE A MINORITY VENDOR
\_\_\_ CHECK HERE IF YOUR COMPANY QUALIFIES AS A LOCAL VENDOR
PRINT AUTHORIZED REPRESENTATIVE NAME \_\_\_\_\_

PLEASE NOTE: Per the Local Vendor Preference Resolution adopted by the Shelby County Board of Education Commissioners on January 29, 2013, local vendors must have physical address located within the limits of Shelby County. A Post Office Box is not acceptable.

\_\_\_ CHECK HERE IF YOU ATTACHED A COPY OF A VALID SHELBY COUNTY BUSINESS LICENSE.
"Shelby County Board of Education does not discriminate in its Programs or employment on the basis of race, color, religion, national origin, handicap/disability, sex or age."

RFP 100920TJ Student Transportation Services

Part 1: Please see the responses below for questions # Questions#26, #39, #51, and #61. (the Q & A document that was posted on 10-02-20)

26. Part V, Paragraph 2.29, Contract. **Would the District provide a draft of the contract including? “such other further additional provisions required by the District”?**

**Answer: We will place sample contracts provision on the website under this RFP by the close business Wednesday October 7, 2020.**

**Note: #26-** The sample contract is attached on SCS website.

**Please note:** The contract Document is a guide of the expected contractual language, but that nonetheless SCS Office of the General Counsel reserves the right to make additional changes pursuant to any guidance from the Superintendent or the Governing Body of Shelby County Schools.

39. Will we be able to tour the District’s facilities at 1384 Farmville and 1681 Getwell prior to the proposal delivery date? **Answer: Yes.**

**Note: #39-** Site visits for two locations Farmville and Getwell. Date and Time: October 13<sup>th</sup> – October 16<sup>th</sup> between the hours of 9:00 am – 3:00 pm. To schedule site visits, please contact Terry Ellis at 901-530-8727.

51. Could the district provide current routing with hours and miles? **Answer: Yes. This information will be provided at a later date.**

**Note: #51-** Routing Data and Monitors information: Run Summary Report, Route Monitors Report and Route Detail Report excel spreadsheets is posted on SCS website.

61. Do any buses have more than one monitor? **Answer: Yes.**

**Note: #61-** Route Monitors Report excel spreadsheet is posted on SCS website.

Part 2: Please see the responses below for questions: Questions#1-6.

1. Will electronic signatures be acceptable? **Yes, electronic signatures are accepted.**
2. If possible, please provide additional context for student transportation services needed for “activities” other than home-to-school or school-to-home (i.e. will student transportation for activities be scheduled/planned in advance on a regular basis, and if so, approximately how far in advance? **This is school-to-school (clue, votech), community-based instruction (CBI). Once a week but may change.**
3. What are their current rates? **The current rate is forty-five dollars an hour.**

4. Other than Durham, what other vendor(s) do you use for this business? **ABC Charters.**
5. Will you provide sample invoices from the current vendor? **No.**
6. In order to get a competitive and creative transportation solution that help reduce costs, will you accept alternate pricing proposals that charge a base + per mile format? This means you never pay for unused time when students are not being transported. Since the district has provided the student data, you can get accurate bids across the board. **Answer: The respondent should submit a proposal based on the RFP document.**