

Dear Vendor:

The Board of Education of Bloom Township High School District 206 is soliciting sealed bids to furnish Student Bus Transportation Services to Bloom Township High School District 206 for the 2024-2025, 2025-2026, 2026-2027, 2027-2028 and 2028-2029 school years. The purpose of this transmittal is to invite you to bid on the project and provide you with the necessary instructions, specifications and reply forms.

Included are the “Project Specifications and Bid Reply Sheets, three “Affidavit/Certification Sheets” and a “Vendor Information Sheet”. Each should be completed in detail, signed and returned in a sealed envelope **clearly** marked, “**Sealed Bid – Regular Education Bus Transportation Services – Monday, July 29, 2024 at 9:00 a.m.**”

The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of this school district.

Bids are due **on or before Monday, July 29, 2024 at 9:00 a.m. CST**. Bids will be opened and publicly read on Monday, July 29, 2024 at 9:00 a.m. CST, in the Board Room which is located at 100 West 10<sup>th</sup> Street, Chicago Heights, Illinois 60411.

If you have any questions regarding this bid, please contact me at (708) 755-7010 extension 1130.  
Sincerely,

Dr. Alicia Evans, Business Manager

Attachments:                      General Conditions & Instructions to Bidders  
    Affidavit and Certification Sheets (3)  
    Project Specifications  
    Bid Reply Sheets Vendor Information Sheet

# Invitation to Bid For: Student Transportation Services

## **GENERAL CONDITIONS & INSTRUCTIONS TO BIDDERS**

### **I. GENERAL**

- A. Bid shall be submitted in a sealed envelope plainly marked with the title of the bid, and date and time of opening.
- B. Bids shall be sealed and delivered to the District Administration Office on or before **Monday, July 29, 2024** at 9:00 a.m.
- C. Bids must be submitted on the form provided within these specifications.
- D. Unsigned or late bids will not be considered.
- E. Bloom Township High School District 206 is not subject to Federal Excise Tax or Illinois Retailer Occupational Tax.
- F. Prices quoted shall include all charges for packing, transportation and delivery to the school building as designated on the bid.
- G. Correspondence shall be addressed to the Business Manager.
- H. Bids are available for inspection in the District Administration Office by appointment after award of orders.
- I. Oral, telephone, telegraphic or facsimile transmitted bids will not be accepted.

### **II. ERRORS AND OMISSIONS**

All proposals shall be submitted on the forms provided with each space properly completed. No claim for relief because of errors or omissions in the bidding process will be considered, and bidders will be held strictly to the proposals as submitted. Should a bidder find any discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, (s)he shall advise the Business Manager who will issue the necessary clarification to all prospective bidders by means of addendum.

### **III. FIRM BID**

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

**IV. WITHDRAWAL OF BIDS**

Bids may be withdrawn by letter, fax, or in person prior to the time and date established for the opening of bids.

**V. INVESTIGATION OF BIDDERS**

- A. The District Administration Office will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to that included in this bid.
- B. The Board Of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract.

**VI. MODIFICATION**

These documents shall constitute the entire agreement between the parties upon award of the contract. No change in, addition, or waiver of terms, conditions, and specifications shall be binding on the Board of Education unless approved in writing by the Board. Any change, addition, or amendment of the terms shall be tendered in the bid envelope with an explanation of the proposed change.

**VII. RESERVATION OF RIGHTS BY THE DISTRICT**

The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the district. Any such decision shall be considered final.

**VIII. COMPLIANCE WITH LEGISLATION**

- A. It shall be mandatory upon the contractor(s) to whom the contract is awarded and upon any subcontractor thereof to pay, where applicable, to all laborers, workmen and mechanics employed by them not less than the general prevailing rate of wages in the locality for each craft or type or workmen or mechanic needed to perform such work and the general prevailing rate for legal holiday and overtime work as ascertained by the Department of Labor. The term "Contractor" as it is referenced herein refers to the company or individual awarded the contract by the District to provide the transportation services sought in this invitation to bid.
- B. It shall be mandatory that the Contractor will not discriminate against any employee or applicant for employment upon any grounds prohibited by the Illinois Human Rights Act (775 ILCS 5/1, et seq.) and further that (s)he will comply with all provisions of the Illinois Human Rights Act including, but not limited to, rules and regulations of the Illinois Human Rights Act.

C. Contractor acknowledges that it has a written sexual harassment policy that shall include, at a minimum, the following information:

1. The illegality of sexual harassment;
2. The definition of sexual harassment under State law;
3. A description of sexual harassment, utilizing examples;
4. The Contractor's internal complaint process including penalties;
5. The legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission;
6. Directions on how to contact the Department and Commission; and
7. Protection against retaliation as provided by Section 6-101 of the Human Rights Act. The contractor must provide a copy of such written policy to the Department of Human Rights upon request.

**IX. SIGNATURE CONSTITUTES ACCEPTANCE**

The signing of these bid forms shall be construed as acceptance of all provisions contained therein.

**X. CONTRACTS**

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid. The terms of a successful bid shall be binding for a two-year period and the work shall be performed and/or materials supplied in accordance with the specifications as indicated in the Bid Specifications. Should the vendor breach the terms of the contract, the District may cancel the contract with thirty (30) days written notice.

**XI. EQUAL EMPLOYMENT OPPORTUNITY**

During the performance of this contract (whether or not Federal funds are involved) the contractor agrees as follows:

- A. The contractor will not discriminate against any employee or applicant for employment because of race, religious belief, color, sex, age, disability, or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
- B. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, religious belief, color, sex, age, disability, or national origin.

- C. The Contractor will furnish all information and reports required by Executive order No. 11246 of September 24, 1965, and by rules, regulations and orders of the Secretary of Labor, or pursuant thereto and will permit access to his books, records and accounts by the contracting agency and the Secretary of Labor for purposes of investigation, to ascertain compliance with such rules, regulations and orders.
- D. In the event of the Contractor's non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further government contracts or Federally assisted construction contracts, in accordance with the procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by law.
- E. The Contractor shall include the provisions of paragraph A through D in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to 204 Executive Order No 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor shall take such action with respect to any subcontractor or purchase order as the contracting agency may direct as a means of enforcing such provisions, including sanctions for noncompliance, provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

## **XII. EVALUATION AND AWARD OF BID**

The Board of Education reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to different Bidders or all items to a single Bidder unless otherwise noted on bid specifications.

## **XIII. INSURANCE REQUIREMENTS**

All insurance coverage (as further specified in Section 7, page 23) shall be provided by Illinois insurance companies with a current Best's Financial Strength Rating (FSR) no lower than "AVII" and a Financial Size Category (FSC) rating not lower than "V". The insurance carrier must give the School District thirty (30) day notice of cancellation. Bloom Township High School District 206 must be named as additional insured.

**XIV. TOTAL PRICE FOR ALL ITEMS BID**

A total bid dollar amount, regardless of whether or not you are bidding all items must be entered in the appropriate section of the Bid Reply Sheet before signing and submitting your bid.

**XV. LATE BIDS**

Bids received after the time specified in the Invitation to Bid will not be considered. The method of transmittal of the bid proposal is at the bidder's risk of untimely receipt by the school district. **Bids submitted by facsimile, orally, telegraph, telephone or via e-mail will not be considered.**

**XVI. DRUG FREE WORKPLACE**

The Illinois Drug Free Workplace Act (30 ILCS 580/1, et seq.) applies to this contract and it is necessary to comply with the provisions of that Act if the Contractor is a corporation, partnership, or other entity (including a sole proprietorship), which has 25 or more employees. By submission of a bid to be considered for award and by execution of the contract in an amount of \$5,000 or more, the contractor certifies that it will provide a drug free work place by:

- A. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, including cannabis, is prohibited in the contractor's workplace; specifying the actions that will be taken against employees for violations of such prohibition; and notifying the employee, that, as a condition of employment on such contract the employer shall abide by the terms of the statement, and notifying the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- B. Establishing a drug free awareness program to inform employees about the dangers of drug abuse in the workplace; the Contractor's policy of maintaining a drug free workplace; any available drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed upon employees for drug violations.
- C. Providing a copy of the statement required by subparagraph (A) to each employee engaged in the performance of the contract and to post the statement in a prominent place in the workplace.
- D. Notifying the Department within ten (10) days after receiving notice from an employee or otherwise receiving actual notice of the conviction of an employee for a violation of any criminal drug statute occurring in the workplace.
- E. Imposing or requiring, within thirty (30) days after receiving notice from an employee of a conviction or actual notice of such a conviction, an appropriate personnel action, up to and including termination, or the satisfactory participation in a drug abuse assistance or rehabilitation program approved by a federal, state or local health, law enforcement or other appropriate agency.

- F. Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation is required and indicating that a trained referral team is in place.
- G. Making a good faith effort to continue to maintain a drug free workplace.

**XVII. HOLD HARMLESS AND INDEMNIFICATION**

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education and its members individually, their officers, employees, servants and agents, from and against all claims, action suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

- A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason or any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.
- B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss or use thereof:
- C. Caused in whole or part by any act, error or omissions by the contractor or any sub-contractor or anyone directly or indirectly employed by any to them regardless of whether or not it is caused by a part to be indemnified hereunder.
- D. Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.
- E. Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

**NON-COLLUSION AFFIDAVIT**

STATE OF ILLINOIS

)  
) SS. -

)

)  
COOK COUNTY

The undersigned bidder or agent, being duly sworn, on oath that (s)he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him/her, entered into any combination, collusion or agreement with any person relative to the price to bid by anyone at such letting, nor to prevent any person from bidding nor to induce anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

(S)He further says that no person or persons, firms or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

*Bidder or Agent* \_\_\_\_\_

For \_\_\_\_\_  
*Firm or Corporation*

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

My Commission Expires: \_\_\_\_\_

Signature of Notary Public: \_\_\_\_\_

**CERTIFICATION**

The bidder hereby certifies that the bidder is not barred from bidding on this contract as a result of a violation of either bid-rigging or bid-rotating provisions of Article 33E of the Criminal Code of 1961, as amended.

*Signature* \_\_\_\_\_



# VENDOR'S CERTIFICATIONS ILLINOIS DRUG-FREE WORKPLACE ACT

BUSINESS NAME: \_\_\_\_\_ DATE: \_\_\_\_\_, 2024

BUSINESS ADDRESS \_\_\_\_\_  
\_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

The undersigned contractor hereby certifies (check the one that applies):

\_\_\_\_\_ Individual Vendor (with fewer than twenty-five (25) employees) does hereby certify pursuant to Section 4 of the Illinois Drug-Free Workplace Act, 30 ILCS 580/4, that the bidder will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in the performance of the contract and that the bidder is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

\_\_\_\_\_ Vendor (with twenty-five (25) or more employees) does hereby certify pursuant to Section 3 of the Illinois Drug-Free Workplace Act 30 ILCS 580/3, that the bidder shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and further certify that the bidder is not eligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

BY:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Typed or Printed Name of Signer) (Typed or Printed Title of Signer)

ATTEST:

\_\_\_\_\_  
(If a corporation)

\_\_\_\_\_  
(Typed or Printed Name of Signer) (Typed or Printed Title of Signer)

\_\_\_\_\_  
Date

**CERTIFICATE OF COMPLIANCE WITH ILLINOIS HUMAN RIGHTS ACT**

\_\_\_\_\_ (Contractor), does hereby certify pursuant to the Illinois Human Rights Act, that (he, she, it) has adopted a written sexual harassment policy that includes at the minimum the following information: (1) the illegality of sexual harassment; (2) the definition of sexual harassment under Illinois law; (3) a description of sexual harassment, utilizing examples; (4) internal complaint process including penalty; (5) the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Illinois Human Rights Commission; (6) directions on how to contact the Department and Commission; and (7) protection against retaliation as provided by Section 6-101 of the Illinois Human rights Act.

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

**BLOOM TOWNSHIP HIGH SCHOOLS DISTRICT 206 PROJECT SPECIFICATIONS  
AND BID REPLY SHEETS FOR REGULAR EDUCATION TRANSPORTATION  
SERVICES**

**Section 1 Bid and Award**

The following specifications are an invitation to bid on Regular/Alternative student transportation needs for Bloom Township High School District 206, hereinafter referred to as “the District.”

**Contract Period**

This contract shall run for the 2024-2025, 2025-2026, 2026-2027, 2027-2028 and 2028-2029 school years. The contract may be extended for one additional year by mutual agreement between the successful bidder(s) and this District. The parties shall agree to such a contract extension no later than February 1<sup>st</sup> of the final year of the contract period. The District reserves the right to award the contract(s) to one or more contractor(s) on a per route basis or a per route basis if it is in the best interests of the District to do so.

**Submission of Bids**

Bidders are expected to examine carefully the specification, schedules, attachments, terms and conditions of this Bid Solicitation/Contract. Failure to do so shall be at the bidder’s risk.

Bids shall be submitted on the forms provided (or an exact facsimile thereof). Bids shall be submitted in a sealed envelope properly marked with the title of the bid, **Sealed Bid – Regular Education Bus Transportation Services – Monday, July 29, 2024 at 9:00 a.m.** Unsigned or late bids will not be considered. The bidder assumes the risk of any delay in handling or delivery of mail.

The successful bidder must maintain for the duration of the contract all licenses, permits and certifications required by law.

**Explanation to Bidders**

Any explanation desired by a Bidder regarding the meaning or interpretation of this specification, etc., must be requested in writing prior to the bid opening and with sufficient time allowed (a minimum of 3 working days) for a reply to reach all bidders before bid opening. All questions/clarifications should be sent via email to the Business Manager to [aevens@sd206.org](mailto:aevens@sd206.org) no later than Wednesday, July 24, 2024 by noon. Oral explanations or instructions given before the award of the contract shall not be binding. Any information given to a prospective Bidder shall be furnished to all prospective bidders as an addendum to the solicitation if such information is necessary to Bidders in submitting bids or if the lack of such information would be prejudicial to uninformed bidders.

All bids shall be submitted, written in ink, with each space properly completed. No claim for relief because of errors or omissions in the bidding will be considered, and Bidders will be held strictly to the bids as submitted. When mistakes are found in multiplication or addition of unit prices against total prices, the unit price shall govern for all purposes. Should a Bidder find any discrepancies in or omissions from any of the documents, or be in doubt as to their meanings, he

shall advise the Business Manager, or her designee, who will issue the necessary clarifications to all prospective Bidders by means of addenda. **Acknowledgement of any such addenda must be listed on the bid form and included with the vendor's bid proposal.**

### **Time For Receiving Bids/Proposals**

Sealed bids must be deposited at the District Office Reception Desk, or may be presented in person by **Monday, July 29, 2024** at 9:00 a.m. at the District Office, 100 West 10th Street, Chicago Heights, Illinois 60411. All bids will be publicly opened and read on **Monday, July 29, 2024** at 9:00 a.m.

### **Withdrawal of Bids**

No proposals may be withdrawn for a period of ninety (90) days after opening, except by mutual consent of the District and Bidder. Negligence on the part of Bidders in preparing proposals confers no right for withdrawal of proposals after opening.

### **Bidder's Qualifications**

The Contractor bidding the project shall be actively engaged in work of the nature of the project/service described, and have adequate specialized personnel and resources to provide services described in this document.

Each bidder must have a minimum of five (5) years' experience in providing school transportation services. Each bidder must have experience providing transportation for at least three (3) school districts. Service for each district must have been for at least three (3) consecutive years, and for at least thirty (30) students.

### **Each Bidder shall submit with his proposal the following information:**

1. Name and address of bidding company and years in student transportation business.
2. A list of operations where you have or are currently providing service for at least thirty (30) students, including:
  - a) Length of time you have provided service,
  - b) Name and address of accounts,
  - c) Number of students served, and
  - d) Name, address and telephone number of the contact person for each account.
3. List all owners of the bidding company or principals of the corporation.
4. Provide copies of audited financial statements for the last three (3) years.
5. Provide a list of drivers including School Bus Driver Endorsement license number, expiration date, and years of experience.

- References from at least three (3) different school districts for which the bidding company has provided service for a minimum of three (3) consecutive years, for at least thirty (30) students.

### **Investigation of Bidders**

The District will make such investigation as is necessary to determine the ability of the Bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested that will assist the school district in making such determinations.

### **Award of Contract**

Pursuant to 105 ILCS 5/10-20.21(a)(xvi), contracts providing for the transportation of pupils will be awarded by first considering the bidder or bidders most able to provide safety and comfort for the pupils, stability of service, and any other factors set forth in the request for proposal regarding quality of service, and then price. Accordingly, the contract will be awarded to that responsive and responsible Bidder(s) whose bid will be the most advantageous to the District, price and other factors considered.

Compliance with the format, terms and conditions of this Bid Specification and Bidder's ability to meet the District's requirements for service will be among the factors considered as well as record of company's past performance and financial and technical resources. Bidder personnel backgrounds and experience references from current Bidder accounts and Bidder's accessibility to necessary resources will also be considered. The preponderance of weight, however, will be on price. The following items will be taken into consideration:

- The bid price.
- The type of transportation vehicles and the equipping thereof in terms of providing for the convenience, comfort and safety of the students.
- Location of vehicle storage, garage, and terminal facilities and mileage to the District Limits.  
**Please note: There is a place on Exhibit B where you should provide this information.**
- Experience of the Bidder in vehicle transportation.
- Adequacy of maintenance staff facilities, and programs to provide for safety and uninterrupted continuation of service.
- Guarantee of continuation of access to vehicles during the contract period.
- Evidence of management expertise in bus operation and student transportation.
- Plan of the Bidder in carrying out other transportation contracts as well as District's contract.
- Continuing financial stability of the Bidder during the Contract period.
- Reputation of the Bidder for cooperation, maintenance of schedules, and full compliance with all contract provisions. The extent and nature of the in-service programs offered to the drivers.

The Board of Education of Bloom Township District 206 reserves the right to reject any or all bids in the best interest of the District and to waive informalities and minor irregularities in bids received.

The District reserves the right to reject the bid of a Bidder who has previously failed to perform properly or to complete contracts of a similar nature on time or who is not in a position to perform the contract.

## **SECTION 2. SERVICE CONDITIONS**

All phases of the transportation operation must be conducted with the safety of the students as the primary concern.

### **Compliance**

Full compliance is required on the part of the Contractor with all rules, regulations, and statutes of the Federal Government, the State of Illinois, the Educational Service Region of Cook County, the Department of Transportation and the local municipalities in which the vehicles will be used.

Additionally, it is the responsibility of the Contractor to remain up-to-date with regard to all personnel, vehicle, safety and bus modification regulations and statutes and to implement all changes as may be required by federal, state, or local laws or regulations.

The Contractor(s) will be subject to and governed by the rules and regulations of the Illinois Fair Employment Practices Act and if Contractor(s) violate any of the provision of such Act, then his/her agreement may be cancelled or voided in the whole or in part and such other sanctions or penalties may be imposed or remedies invoked by statute or regulation.

### **Scope**

The Contractor shall provide equipment and personnel sufficient to transport conveniently and safely any and all students designated by the District to be served under the provisions of this proposal. These students include:

a. **Students with Special Needs**

These students are required to be picked up and delivered immediately in front of, or as near as possible to, their home or residence and shall be deposited at school in a like manner. Schools may be located within the School District's boundaries or day schools outside of the School District's boundaries. The District boundaries include the communities of Sauk Village, Sauk Trail, Steger, Lynwood, Chicago Heights, South Chicago Heights, Ford Heights, Glenwood, Hazel Crest, Park Forest, Tinley Park, Olympia Fields, Lansing, Crete, and University Park. The transportation of students with special needs shall comply with all applicable laws and regulations.

b. **Students Participating in Field Trips, Athletics or Other Extra-Curricular Activities.**

These students are required to be picked up in front of designated schools and transported to the activity.

Transportation shall be provided during regularly scheduled school days in accordance with each individual school's published calendar and schedule. Summer school transportation may also be necessary. The District shall determine annually whether or not there will be summer school and whether this contract shall be extended in whole or in part to apply to such summer school programs. After-school and/or extracurricular transportation may also be needed.

### **Operations**

The Owner of the Transportation Company or his/her designee shall personally be responsible for managing all operations of the Transportation Company and shall be available to the District Superintendent or his designee during all operating hours.

- a. A full time operations office shall be maintained by the Contractor to answer all phone inquiries during operating hours and to insure the efficient operation of the routes.
- b. The Contractor will provide dispatcher(s) who shall be available by radio communication with the vehicle drivers. A dispatcher shall be on duty daily from 6:00 a.m. until 5:00 p.m. **or until all vehicles have completed their routes. (if possible during inclement weather months a dispatcher should be available until 5:30 a.m.)**
- c. Parents of students transported will be supplied with the telephone number and operating hours of this office and will be requested to direct all complaints and inquiries to that number. The Contractor will provide the Owner with a copy of all letters sent. The Contractor agrees to notify the Owner of the complaints received and their disposition.

### **Records**

The Contractor shall keep complete and accurate records of miles driven, number of students transported, all disciplinary actions and any other information required by District 206 to prepare State Aid claims for transportation or that may be required by law. Records relating to miles driven, number of students transported, etc. shall be submitted to the District when requested, but no later than seven (7) working days after the last attendance day of each school year. Records relating to disciplinary actions shall be provided no later than forty-eight (48) hours after their occurrence.

## **SECTION 3. VEHICLES AND EQUIPMENT**

### **Vehicles**

#### **Non-Electric Buses**

The Contractor shall provide vehicles in excellent condition and keep all equipment used in the transportation of students in accordance with the State of Illinois Standards for School Buses. All buses used in the performance of the contract are subject to inspection by the Illinois Department of Transportation at intervals prescribed by the law in effect at the time and must display the inspection approval sticker to verify same.

#### **Zero-Emission/Low-Emission (Electric Buses)**

The District has and will start transitioning to electric buses. The District was recently selected for

funding by the Environmental Protection Agency's (EPA) 2022 Clean School Bus (CSB) Program for up to 25 new electric buses during the 2024-2025 school year and an additional bus for the 2025-2026 school year. The successful Bidder agrees to replace up to a total of 26 eligible old (non-electric) buses with new zero-emission/low-emission (electric) school buses and will be responsible for ensuring that such new electric buses are used to serve the Bloom Township High School District 206 for the duration of the contract or five (5) years, whichever is longer. Bidders shall include with its response the vehicle make, model, model year, fuel type, and Gross Vehicle Weight Rating (GVWR) of all existing buses that meet the EPA's requirements for replacement under the CSB Rebate Program that would serve the District under the contract.

Information on the EPA's CSB Program can be found at <https://www.epa.gov/cleanschoolbus>.

This bid includes the twenty-six (26) Electric School Buses. At least twenty-five (25) buses must be ready for student transportation within the 2024-2025 school year. One (1) additional bus must be ready for student transportation within the 2025-2026 school year. The successful bidder will be obligated to maintain and operate the electric buses in accordance with the provisions set forth in the Federal EPA grant, in which the buses must be used for Bloom Township routes exclusively for Environmental Protection Agency's (EPA) 2022 Clean School Bus (CSB) Program. All other grant provisions will also apply.

The Bidder will provide the following information to the District on all vehicles to be used in the transportation of students prior to the beginning of each school year

- i. Make, model, year and serial number.
- ii. State license number, municipal vehicle sticker number, if applicable, and safety inspection sticker number and date of last inspection.
- iii. Capacity of vehicle.
- iv. Ownership of the vehicle.

After the contract is awarded, the Contractor shall provide the same information on any newly acquired non-electric and electric vehicles, and shall provide updates whenever this information changes.

2. All equipment furnished shall comply with all statutes, school bus specifications, and safety regulations in force, and if any bus equipment owned by the Contractor is condemned in whole or in part during the term of the contract, it shall be replaced by the Contractor without expense to the District and without claims for adjustment per diem, or per trip compensation.
3. All vehicles and equipment must be open to examination by authorized personnel any time with or without prior notice to the Contractor.
4. All vehicles shall be clearly labeled with the name of the company in accordance with Department of Transportation Standards.
5. The Contractor is borne with the responsibility of keeping up-to-date with regard to all safety and modification regulations. As safety and bus modification changes become law, the contractor shall, at its sole cost, make any and all modifications as required by state and federal laws. The Contractor shall notify the District of any manufacturer's recall affecting vehicles assigned by the



Contractor for transporting District students and shall inform the District as to their action regarding such recalls.

6. All vehicles shall meet the approval of the Superintendent or his designee. The District reserves the right to require a change in vehicles. No substitution of unauthorized conveyances will be allowed, except in the case of an emergency, after authorization by the Superintendent of the District or his designee.

### **Maintenance**

All vehicles and equipment operated by the Contractor shall be kept clean and free from all mechanical, operational and structural defects and under no circumstances shall a vehicle with a reported mechanical or operational defect be used to transport children.

1. The Contractor must maintain staff and facilities or provide for regular contracted services to adequately maintain and service all vehicles used to provide transportation under the terms of this contract.

2. All cost of operation, including repair, maintenance, fuel, and cleaning shall be the sole financial responsibility of the Contractor.

The Contractor must provide evidence that any vehicle used to transport students has complied with all regulations concerning inspections. The cost of such inspections is the responsibility of the Contractor.

3. Standby buses maintained in good working condition, and meeting all the requirements of the regularly used vehicles shall be available for any emergencies.

4. The Contractor must provide for daily routine inspection of each bus and the completion of daily inspection forms as may be required by the State Board of Education, Illinois Department of Transportation and/or the District. The contractor shall retain daily inspection forms as required by federal, state and local statutes, and as federal, state and local statutes are changed from time to time; however, forms shall be retained beyond the times outlined in federal, state, or local requirements if the parties become involved in litigation. All forms shall be retained until such time as the litigation has been resolved.

### **Equipment**

The design of the vehicle and the proposed equipment for the vehicle shall be subject to the approval of the Superintendent or his designee.

Wheelchair buses with suitable hydraulic lifts shall be included for physically handicapped wheelchair students. No wheelchair student may be transported unless the wheelchair is securely fastened in a permanently installed restraining device.

Additional equipment must be provided as follows:

1. All buses shall be equipped with operable **two-way FM radios or a mobile radio telecommunication device**. These radios/devices must have a capacity sufficient to maintain

contact with the bus terminal at all route points, and a person must be available at the terminal to respond at all times to routes being run. An adequate number of spare radios/devices must be available so that no bus is ever without a radio while transporting students. The company must have a post-trip inspection policy in place, which, at a minimum, require the school bus driver (a) to test the mobile radio telecommunication device or two-way radio and ensure that it is functioning properly before the bus is operated and (b) before leaving the bus at the end of each route, work shift, or work day, to walk to the rear of the bus and check the bus for children or other passengers in the bus.

2. All buses shall be equipped with operable **digital video cameras** wired into the buses' electrical system so that the camera system is activated whenever the buses are transporting students. All costs associated with the equipment, installation, maintenance and supplies that may be required will be borne by the Contractor. The Contractor shall respond to requests from the District to provide the video recordings and maintain a minimum of forty (40) hours of recordings saved at any given time.

3. Buses shall be equipped with shoulder straps, special supports, car seats, vests, wheel chair locking devices and/or all other special necessary devices as required by school personnel or transportation personnel to ensure the safety and comfort of any student.

4. In the instance that the contractor utilizes electric vehicles to transport students, the contractor will be responsible for the cost of purchase, installation, infrastructure, electricity, insurance and all other expenses associated with the charging, maintenance, repair needed to utilize such vehicles.

## **SECTION 4. PERSONNEL**

### **Qualifications and Requirements**

The Contractor will provide personnel to operate and staff vehicles used in the transportation of District students who are of the highest moral character, competent operators, properly licensed, physically capable, and understanding of student behaviors. The Contractor shall underwrite all costs incurred to provide qualified drivers and other transportation staff including, but not limited to **training, physical exams, license and permit, recruitment, drug and alcohol testing requirements, recruitment and any other related fees.**

1. Transportation vehicles will not be operated by anyone other than a person **holding the required license issued by the State of Illinois and holding a school bus driver's permit** issued to him/her by the Illinois State Board of Education. Every driver shall comply with the motor vehicle laws of the State of Illinois and all cities, villages or other municipalities in which such vehicles may be operated.
2. All drivers must have a criminal background check, a check of the statewide Sex Offender Database, and fingerprint check, as required by law, the results of which shall be forwarded to the District. All information will be confidentially maintained. The costs associated with the criminal background check shall be borne by the Contractor. The successful Contractor will provide a listing of drivers with the results of their criminal background/fingerprint checks prior to the start of the contract. The District shall be notified if new drivers are hired and it shall be the responsibility of the Contractor to provide the District with the results of their background checks as soon as possible thereafter.

3. While the responsibility for hiring and discharging personnel shall rest entirely upon the Contractor, the District shall have the right to require the removal or transfer of any driver or aide for cause as determined solely by the District.
4. The District reserves the right to require transportation aides on the vehicle at any time, should the need arise. Such aides are to be supplied as part of this contract, however the District reserves the right to assign any of its personnel to ride on a bus operated pursuant to this contract when in its judgment it is necessary as a part of this contract or the educational program of the District or as may be required for an individual education program of an individual child.
5. All drivers must participate in both classroom and on-the-road-training programs devoted to safety, proper bus operation, rules and regulations, first aid and training dealing with the transporting of students.
6. No unauthorized persons shall be allowed in any vehicle while engaged in transporting students.
7. The Contractor shall have a manager in charge of the performance of the contract and shall furnish to the Board of Education the name, address and telephone number of such manager and a statement that such manager shall have complete authority with respect to all matters relating to performance of the contract. This shall include matters relating to personnel and the changes and substitutions thereof, adherence to and changes in schedules and routes and responsibility for the keeping of records required under the terms of the contract.

### **Information Required**

The Contractor shall furnish, on request, detailed information about each driver and/or aide:

1. Name – First, Middle and Last.
2. Driver's license number and date of expiration.
3. Valid permit number for drivers.
4. Proof of completion of the Illinois School Bus Driver Instruction Program and date of completion for drivers.
5. Health certificate and date issued.
6. Evidence of freedom from tuberculosis.
7. Results of criminal background checks.
8. Notification of removal of driver due to drug/alcohol testing results.

### **Drug and Alcohol Testing and Use**

Each driver employed by the Contractor shall undergo a drug/alcohol test, as may be required by statute, as part of his or her physical examination for each initial license and each license renewal. In addition to annual testing of this type, the Contractor must have a drug/alcohol testing program which allows for and requires drug/alcohol testing of drivers for reasonable cause, post-accident, and random testing. All testing requirements shall be in compliance with current federal and state laws and in compliance with any amendments to these laws that may be made from time to time. A positive test result shall immediately disqualify a driver from providing service to the District. The

Contractor shall immediately notify the District of the replacement of such a disqualified driver.

## **SECTION 5. ROUTES AND SCHEDULING**

### **Routes**

The exact routes for all vehicles will be established by the Contractor from lists of students provided by the District. All routes shall be subject to the approval of the Superintendent or his designee.

1. Prior to the beginning of each school year, the District will provide to the Contractor a list of all students to be transported, including name, address, phone number, school attending and arrival and dismissal times at the school and the school's calendar. However, deviations in schedules may occur from time to time and should be anticipated.
2. Subsequent to the provision of this list, information on children to be added or dropped from transportation shall be provided to the Contractor by the District in separate communications.
3. Prior to the opening of each high school or satellite location, the Contractor will provide the District, upon request, a tentative schedule for each bus transporting to that location.
4. The Contractor will have its bus routes firmly established within two (2) weeks of each program beginning and shall provide the following route information to the District for approval:
  - Name of driver
  - Name of aide (if applicable)
  - Bus number and route number
  - List of students scheduled to ride that vehicle
  - Scheduled pick-up and arrival time for each passenger
  - Scheduled departure and drop-off time
  - Student's attendance center
  - Daily route mileage
  - Other information deemed necessary by the Superintendent/Designee
5. After initial lists are approved, any changes will be forwarded within three (3) working days to the Superintendent or his designee.
6. The Superintendent or his designee shall designate a person or persons on the District staff to be responsible for direct communication between the District and the Contractor.
7. Whenever the bus requirements change to the degree that adjustment of existing routes does not permit transportation without overcrowding, the Contractor shall provide additional bus(es) as may be required. These additional bus(es) shall be furnished at the same rate of cost per trip as set forth in Exhibit A of this contract and shall be prorated to the extent utilized.

Conversely, if transportation requirements should change to the degree that entire bus(es) need no longer be utilized, costs may be adjusted in the same manner as indicated in the paragraph above, and payment should be made only for the days of utilization of such bus(es). This provision shall

be effective only after reasonable written notice of no less than thirty (30) calendar days has been given to the Contractor(s).

### **Scheduling**

All schedules shall be in keeping with safety to school children, so as to deliver students within a reasonable time prior to the opening of various programs and to return them home or to their home school within a reasonable time frame after the close of the school day.

1. Scheduling of arrivals and departures of buses for various school locations shall comply with each school's calendars and schedules.
2. Routes shall be designed to provide maximum riding time on the bus of sixty (60) minutes, one way. Exceptions require prior approval of the Superintendent or his designee. Every effort shall be made to reduce round trip travel to less than ninety (90) minutes daily.
3. The Contractor shall be responsible for informing all parents of scheduled home pick-up and drop-off times and shall maintain a consistent schedule in this regard.
4. No student will be transferred from one vehicle to another vehicle while en route to or from school without permission of the Superintendent or his designee. The only exception to this rule will be in a vehicle breakdown or accident situation. The District shall be notified immediately in the case of a breakdown or accident.

The Contractor shall provide all the following information and any other information requested felt to be relevant by the District: the time of the occurrence, route number, bus number, destination, the number of children on the bus, any injuries sustained, verification that driver drug/alcohol testing has been arranged (when required based upon federal and state statutes), whether or not a replacement vehicle will be dispatched and the approximate arrival time of said vehicle, a copy of the accident report, etc.

5. The Contractor will arrange routing so as not to combine District students with those of another district, unless so permitted by the District.
6. The Contractor agrees to provide transportation for late start or early dismissal days at no extra charge to the district.
7. A vehicle driver shall not deviate from the normal pick-up route or from the normal route time schedule except for reasons beyond his/her control; such deviations shall be reported to the Contractor who shall report same to the District.
8. The driver of each vehicle shall supervise the loading and unloading of his vehicle at all pick-up and delivery points.

### **SECTION 6. PUPIL SAFETY AND DISCIPLINE**

The discipline on any transportation vehicle rests with the driver and it shall be his/her responsibility to maintain said discipline. Disciplinary incidents should be reported to their supervisor who will in turn contact the appropriate school official. Any incidents with the parents

or guardians of students transported must be reported in the same manner.

Parents of students transported by the Contractor(s) shall be advised to submit all complaints regarding, but not limited to, safety concerns, driver conduct, non-maintenance of pick-up drop off schedules, etc. to a duly authorized designee(s) of the District. This designee will in turn be responsible for investigating such complaint(s) with the Contractor(s). Contractor(s), in turn will be required to investigate such complaints and work with the appropriate District personnel for their speedy resolution.

1. Drivers are expected to follow all instructions, rules and regulations for proper discipline and safe operation of buses as outlined by the Illinois School Bus Driver Training Curriculum in concert with the Illinois Commercial Driver's License Study Guide.
2. Final authority on disciplinary problems shall rest with the District.
3. While transporting students, drivers shall not leave their vehicle unattended.
4. Corporal punishment may never be used by a bus driver, aide, or other employee of the Contractor.
5. Contractor must provide training to the students of the District on the proper boarding, disembarking, bus riding procedures and evacuation procedures at least twice a year without additional cost to the District.
6. Bus drivers must submit to required testing for drugs and alcohol if they are involved in an accident, to comply with all Federal and State requirements. Said drivers shall not be allowed to transport any District students until Contractor receives notice of negative testing.

The District will provide to the successful Contractor all necessary student and school information to enable the Contractor to establish the most cost effective, efficient and safest means of providing transportation services in the best interests of the District. All student data will be treated as confidential information and shall not be given or sold to any third party by the Contractor. It is further understood that the map, student data, bus routes, routing data (including routes, stops times, and other related information, shall remain the property of the District in the event the contract between the Contractor and the District is terminated. In the event of such termination, the Contractor will provide the District with such data in a form designated by the District.

## **SECTION 7. INSURANCE**

### **Requirements**

1. The Contractor shall carry, pay for and keep in force, in companies licensed to do business in Illinois, comprehensive general liability and comprehensive automobile liability in minimum amounts of insurance as follows:
  - General Liability each occurrence - \$1,000,000.00 / \$2,000,000.00 general aggregate
  - Auto Liability - \$1,000,000.00
  - Excess Liability (Umbrella Coverage) – minimum insurance amount required by law

Certificates of such insurance must be tendered to the District annually upon renewal.

2. The Contractor shall carry Workers' Compensation insurance, including Occupational Diseases, with statutory limits as specified by the law of the State of Illinois.
3. The Contractor shall annually provide the District Certificates of Insurance coverage showing as additional named insured: "Bloom Township High School District 206, its Board of Education members, administrators, employees, representatives and agents."

Each insurance company shall agree not to terminate their coverage without thirty (30) days' notice to both the District and Contractor, and to include this clause in the insurance policy and in the certificate of insurance.

### **Hold Harmless**

To the fullest extent permitted by law, the Contractor agrees indemnify, protect, defend and hold harmless the District and its past and present officials (whether elected or appointed), trustees, administrators, agents, officers, representatives, attorneys, employees, independent contractors, successors or predecessors and any other party in any way associated with the District, from and against any and all claims, obligations, liens, encumbrances, losses, demands, liability, penalties, causes of action, costs and expenses (including orders, judgments, fines, forfeitures, amounts paid in settlement, reasonable attorneys' fees and court costs), deaths, injuries and damages (whether actual or punitive) proximately occurring or alleged to have occurred in whole or in part in connection with Contractor's performance of the contract or the transportation services provided by Contractor for the District. Contractor expressly understands and agrees that any insurance provided by the Contractor shall in no way limit the responsibility to indemnify, hold harmless and defend the District as herein provided.

## **SECTION 8. OTHER TERMS**

### **Payment**

The Contractor shall bill the District for transportation charges on a monthly basis with billing based on the days run during the month and identified by route and number of students served. The District shall process the invoice for payment in accordance with the Illinois Local Government Prompt Payment Act.

### **Penalty Clause**

This applies to buses operated under this agreement except where acts of God, severe weather, or other conditions beyond the control of the Contractor(s) are the cause for delay.

1. A deduction of fifty percent (50%) of the daily unit rate (cost per trip) will be made for each morning route which is completed more than fifteen (15) minutes after school starting time, and for each afternoon regular route which is started more than fifteen (15) minutes after its scheduled departure time, unless the delay is caused by mechanical breakdown en route, accident or extreme weather conditions.
2. Any bus known by the contractor or determined by District personnel not to have a working radio shall have the rate charge for the route completed by that bus reduced by fifty percent (50%) including, but not limited to, non-compliance or response by a driver.
3. Any bus determined to have missed one or more scheduled stops for more than three (3) days per ten (10) days of service shall have the rate charge for the route completed by that bus reduced by fifty percent (50%).

### **General Contract**

This contract shall be interpreted according to Illinois law. No provision of this contract shall be assigned or subcontracted without prior written consent of the District.

This contract constitutes the entire agreement between the District and the Contractor and may not be changed, extended, extended orally, or by cause of conduct. It is further agreed between the District and the Contractor that the exhibits, attachments and clauses attached are hereby in all respects made a part of this contract.

### **Contract Extensions**

After the initial five-year (5) year term, the contract may be extended for up to one (1) additional year if it is mutually agreeable between the successful Bidder(s) and the District.

The contract rates may be renegotiated for contract extensions beyond the original five (5) year agreement. All other terms and requirements shall remain in force. Any proposed increase for the additional year extension shall not be in excess of the Consumer Price Index, City of



Chicago average for urban wage and clerical workers (CPI-W) [that occurred in the calendar year preceding the third (3<sup>rd</sup>) contract period and] in no case shall be more than five percent (5%).

### **Cancellation**

In the event that the Contractor at any time fails to comply with and fully perform and strictly adhere to any covenant contained herein to be performed by the Contractor, its agents or employees, the District shall give forty-eight (48) hours' notice in writing to the said Contractor of such failure and in the event the Contractor does not remedy such failure within three (3) business days from the receipt of such notice, by it (except if such failure be impossible to remediate within three (3) business days only because of weather conditions, making road impassable, or other acts of God or strikes), by failing to furnish at least 90% of the fully equipped and operating buses required by this contract, then at the option of District, this contract may be terminated by delivery to the Contractor of written notice of such election to terminate, but the Contractor shall remain liable for any cost to the District for bus transportation to the end of the current school year as hereinafter provided. Failure to exercise the School District's right within forty-eight (48) hours does not preclude any subsequent right to exercise at a later date. If this contract is terminated in accordance with any of the provisions contained herein, all rights of the Contractor shall cease.

### **Accidents**

Should an accident ever occur, the Contractor will immediately notify the District Administration Office giving all known information at that time. The District shall reserve the right to inspect any vehicle involved in any accident to determine if it is safe to be used in transporting students. If there is any question of safety, the District also reserves the right to have that vehicle eliminated from further service pending an inspection by a mechanic or safety expert.

### **Contractor Not An Agent**

The Contractor(s) shall not be held or deemed in any way to be any agent, employee, or official of the District, but rather an Independent Contractor furnishing transportation services for the District.

### **Requirements For Contracts In Excess of \$100,000**

If this contract(s) is in excess of \$100,000, the School District and the Contractor(s) shall comply with all applicable standards, orders, or regulations issued below:

- A. Section 306 of Clean Air Act (42 USC 1857[h]), Section 508 of the Clean Water Act (33USC 1368), Executive Order 11738 and Environmental Protection Agency regulations
- B. Certification regarding Lobbying Pursuant to 31 USC 1352, (Appendix A: CFR Part 3018)
- C. Disclosure of lobbying activities pursuant to 31 USC 1352, (Appendix A:7 CFR Part 3018)

**EXHIBIT A – BID REPLY SHEET**

Bloom Township High Schools District 206 Proposal for Student Transportation  
August 1, 2024 –July 31, 2029

	Approximate number of Routes/and Days	2024-2025 Bid Per Route/Annual Total	2025/2026 Bid Per Route/Annual Total	2026/2027 Bid Per Route/Annual Total	2027/2028 Bid Per Route/Annual Total	2028/2029 Bid Per Route/Annual Total
BLOOM ARRIVALS Class begins at 8:10 a.m. Students should arrive no later than 7:55 a.m.	20 Routes 176 Days Electric Buses					
BLOOM DISMISSALS Class ends at 2:45 p.m. Buses need to be at Bloom at 2:30 p.m.	20 Routes 176 Days Electric Buses					
BLOOM TRAIL ARRIVALS Class Begins at 8:10 a.m. students should arrive no later than 7:55 a.m.	28 Routes 176 Days Non-Electric Buses					
BLOOM TRAIL DISMISSAL Class ends at 2:45 p.m. Buses need to be at Bloom Trail at 2:30 pm.	28 Routes 176 Days Non-Electric Buses					

Bloom Township High Schools District 206 Proposal for Student Transportation  
August 1, 2024 –July 31, 2027

	Approximate number of Routes/and Days	2024-2025 Bid Per Route/Annual Total	2025/2026 Bid Per Route/Annual Total	2026/2027 Bid Per Route/Annual Total	2027/2028 Bid Per Route/Annual Total	2028/2029 Bid Per Route/Annual Total
DISTRICT 206 ALTERNATIVE PROGRAM (10 <sup>TH</sup> & Dixie Hwy) ARRIVA LS lass begins at 8:10 a.m. students should arrive no later than 7:30 a.m.	3 Routes 176 Days Electric Buses					
DISTRICT 206 ALTERNATIVE PROGRAM (10 <sup>TH</sup> & Dixie Hwy) DISMISSALS Class ends at 2:20 p.m. Buses need to be at school no later than 2:10 p.m.	3 Routes 176 Days Electric Buses					
SPECIAL EDUCATION ARRIVALS AT BLOOM Class Begins at 8:10 a.m. students should arrive no later than 7:55 a.m.	2 Routes 176 Days Electric Buses					
SPECIAL EDUCATION DISMISSALS AT BLOOM Class ends at 2:40 p.m. Buses should arrive at school no later than 2:30 p.m.	2 Routes 176 Days Electric Buses					

<p>SPECIAL EDUCATION ARRIVALS AT BLOOM TRAIL Class Begins at 8:10 a.m. students should arrive no later than 7:55 a.m.</p>	<p>2 Routes 176 Days Non-Electric Buses Beginning SY26 – One (1) Electric Bus and One (1) Non-electric bus</p>					
<p>SPECIAL EDUCATION DISMISSALS AT BLOOM TRAIL Class ends at 2:40 p.m. Buses should arrive at school no later than 2:30 p.m.</p>	<p>2 Routes 176 Days Non-Electric Buses Beginning SY26 – One (1) Electric Bus and One (1) Non-electric bus</p>					

Bloom Township High Schools District 206 Proposal for Student Transportation  
August 1, 2024 –July 31, 2029

**OPTIONAL BLOOM HIGH SCHOOL ONLY WITH/ALTERNATIVE PROGRAM**

	Approximate number of Routes/and Days	2024-2025 Bid Per Route/Annual Total	2025/2026 Bid Per Route/Annual Total	2026/2027 Bid Per Route/Annual Total	2027/2028 Bid Per Route/Annual Total	2028/2029 Bid Per Route/Annual Total
BLOOM ARRIVALS Class begins at 8:10 a.m. Students should arrive no later than 7:55 a.m.	20 Routes 176 Days Electric Buses					
BLOOM DISMISSALS Class ends at 2:45 p.m. Buses need to be at Bloom at 2:30 p.m.	20 Routes 176 Days Electric Buses					
DISTRICT 206 ALTERNATIVE PROGRAM (10 <sup>TH</sup> & Dixie Hwy) DISMISSALS Class ends at 2:20 p.m. Buses need to be at school no later than 2:10 p.m.	3 Routes 176 Days Electric Buses					
BLOOM TRAIL DISMISSAL Class ends at 2:45 p.m.	3 Routes 176 Days Non-Electric Buses Non-					

Buses need to be at Bloom Trail at 2:30pm.	Electric Buses					
SPECIAL EDUCATION ARRIVALS AT BLOOM TRAIL Class Begins at 8:10 a.m. students should arrive no later than 7:55 a.m.	2 Routes 176 Days Non-Electric Buses					
SPECIAL EDUCATION DISMISSALS AT BLOOM TRAIL Class ends at 2:40 p.m. Buses should arrive at school no later than 2:30 p.m.	2 Routes 176 Days Non-Electric Buses					

Bloom Township High Schools District 206 Proposal for Student Transportation  
 August 1, 2024 – July 31, 2029

**OPTIONAL BLOOM TRAIL HIGH SCHOOL ONLY WITH/SPECIAL  
 EDUCATION ROUTES**

	Approximate number of Routes/and Days	2024-2025 Bid Per Route/Annual Total	2025/2026 Bid Per Route/Annual Total	2026/2027 Bid Per Route/Annual Total	2027/2028 Bid Per Route/Annual Total	2028/2029 Bid Per Route/Annual Total
<b>BLOOM TRAIL ARRIVALS</b> Class Begins at 8:10 a.m. students should arrive no later than 7:55 a.m.	28 Routes 176 Days Non-Electric Buses					
<b>BLOOM TRAIL DISMISSALS</b> Class ends at 2:45 p.m. Buses need to be at Bloom Trail at 2:30pm.	28 Routes 176 Days Non-Electric Buses					
<b>SPECIAL EDUCATION ARRIVALS (at Trail)</b> Class Begins at 8:10 a.m. students should arrive no later than 7:55 a.m.	2 Routes 176 Days Non-Electric Buses					
<b>SPECIAL EDUCATION DISMISSALS</b> at Trail Class ends at 2:40 p.m. Buses	2 Routes 176 Days Non-Electric Buses					

should arrive at school no later than 2:30 p.m.						
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**REGARDING SPECIAL EDUCATION**

Students are picked up at their doors and taken to the Bloom and Bloom Trail Campus. Due to the needs of these students, the Special Education Director has the authority to over-ride the vendor's routes. The number of students per route will vary based on their location and must be approved by District 206. Currently there are approximately 40 students in special education programs. Two wheelchair buses are currently being used.

**REGARDING ATHLETICS**

The athletic director will furnish a schedule at the beginning of each sport season. Transportation must be provided for athletic events punctually and dependably. There may be last minute changes due to weather for baseball and softball. All routing is the responsibility of the Contractor. The athletic director reserves the right to change drop off points during evening drop offs as well as the right to change return and departure times.

**REGARDING THE ALTERNATIVE SCHOOL**

Routing is the responsibility of the Contractor, but due to the needs of these students, the Alternate School principal can dictate pick up and drop off points. The principal should also have the authority to request different driver if he or she feels the need has arisen. Students change often during the year. New students should be provided transportation as soon as possible, but no later than twenty-four (24) hours.



**TOTAL BID PRICE BASED ON MINIMUM PROJECTED NEEDS –  
CALCULATION – NON-ELECTRIC BUSES**

2024-2025

Costs by route \$ \_\_\_\_\_

Annual Costs \$ \_\_\_\_\_

2025-2026

Costs by route \$ \_\_\_\_\_

Annual Costs \$ \_\_\_\_\_

2026-2027

Costs by route \$ \_\_\_\_\_

Annual Costs \$ \_\_\_\_\_

2027-2028

Costs by route \$ \_\_\_\_\_

Annual Costs \$ \_\_\_\_\_

2028-2029

Costs by route \$ \_\_\_\_\_

Annual Costs \$ \_\_\_\_\_

**\*\* DETAILED CALCULATION IS REQUIRED!**

\_\_\_\_\_  
Vendor Name:

\_\_\_\_\_  
Telephone #:

\_\_\_\_\_  
Authorized Bidder Signature:

\_\_\_\_\_  
Date:

**TOTAL BID PRICE BASED ON MINIMUM PROJECTED NEEDS –  
CALCULATION – TWENTY-SIX (26) ELECTRIC BUSES  
TWENTY-FIVE (25) IN FY25 AND ONE (1) IN FY26 AND THEREAFTER**

2024-2025

Costs by route \$ \_\_\_\_\_

Annual Costs \$ \_\_\_\_\_

2025-2026

Costs by route \$ \_\_\_\_\_

Annual Costs \$ \_\_\_\_\_

2026-2027

Costs by route \$ \_\_\_\_\_

Annual Costs \$ \_\_\_\_\_

2027-2028

Costs by route \$ \_\_\_\_\_

Annual Costs \$ \_\_\_\_\_

2028-2029

Costs by route \$ \_\_\_\_\_

Annual Costs \$ \_\_\_\_\_

**\*\* DETAILED CALCULATION IS REQUIRED!**

\_\_\_\_\_  
Vendor Name:

\_\_\_\_\_  
Telephone #:

\_\_\_\_\_  
Authorized Bidder Signature:

\_\_\_\_\_  
Date:

**EXHIBIT B - BID REPLY SHEET (Other Information)**

Bloom Township High Schools District 206  
Proposal for Student Transportation

LOCATION OF VENDOR TERMINAL/GARAGE \_\_\_\_\_

MILEAGE TO THE DISTRICT LIMITS \_\_\_\_\_(Miles)

ATTACH COMPLETED EQUIPMENT INVENTORY LIST.

**ADDENDA ACKNOWLEDGEMENT**

The undersigned acknowledges receipt of the following addenda (if applicable):

List each addendum by number and date appearing on each addendum. If all addenda are not acknowledged, the bid will be considered irregular.

ADDENDUM NO. DATED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ADDENDUM NO. DATED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Vendor Name:

\_\_\_\_\_  
Telephone #:

\_\_\_\_\_  
Authorized Bidder Signature:

## EQUIPMENT INVENTORY

Equipment to be used for the transportation specified and described by the attached documents and included in the attached proposal form must be listed on this form. Equipment not now available, but which will be purchased if awarded this contract, must also be listed, provided that it will be available for use on August 1, 2024. Also, please include the electric bus inventory

### A. EQUIPMENT ON HAND AND AVAILABLE FOR USE AT THE PRESENT TIME:

<u>Vehicle Type</u>	<u>Make</u>	<u>Model</u>	<u>Year of Mfg</u>	<u>Seating Capacity</u>	<u>Mileage</u>
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### B. EQUIPMENT TO BE PURCHASED AND AVAILABLE FOR USE ON AUGUST 1, 2024:

<u>Vehicle Type</u>	<u>Make</u>	<u>Model</u>	<u>Year of Mfg</u>	<u>Seating Capacity</u>	<u>Mileage</u>
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## VENDOR INFORMATION SHEET

Vendor:

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Address:

---

Phone:

Fax:

---

E-Mail:

---

Address:

---

Signature:

Date:

---

Print Name:

---

Title:

---

Return Bid in Sealed Envelope Marked: Sealed Bid Student Bus Transportation Services — Monday, July 29, 2024 at 9:00 a.m.

The bids should be addressed to: Alicia Evans, Business Manager

### Submittal Check List

Remember to submit the following items with your bid:

- Three (3) Bidders Qualifications (see page 12 for list of requirements to qualify).
- Vendor Information Sheet (this sheet).
- Page 8 Non-Collusion Affidavit signed and notarized.
- Page 8 Certification signed.
- Page 9 Vendor's Certifications for Illinois Drug Free Workplace Act signed by representative and Attest.
- A Page 10 Certificate of Compliance with Illinois Human Rights Act

#### BID REPLY SHEETS:

Exhibit A, Bid Reply Sheet

Exhibit B Bid Reply Sheet with the Equipment Inventory Sheet(s)