



## BoardDocs Cover Page

(Due to final Cabinet-level approval on Monday at noon, 2+ weeks prior to BOE meeting date)

Meeting Date:	May 22, 2019	
Agenda Session: (Category)	<input checked="" type="checkbox"/> Work Session (Bids, former F&F items, etc.) <input type="checkbox"/> Closed <input type="checkbox"/> Regular, Preliminary Items (System Recognitions)	<input type="checkbox"/> Regular, Action/Consent <input type="checkbox"/> Board Items <input type="checkbox"/> Public Hearing
Title (Subject):	RFP 16T5, Contracted Bus Services (Renewal)	
Access:	<input type="checkbox"/> Private	<input checked="" type="checkbox"/> Public
Type:	<input type="checkbox"/> Business Item <input type="checkbox"/> Policy Item <input type="checkbox"/> Strategic Plan Item <input type="checkbox"/> System Recognition <input checked="" type="checkbox"/> Action (e.g., bids, action/consent items) <input type="checkbox"/> Consent (e.g., staffing, policies, grants over \$25k)	<input type="checkbox"/> Information (e.g., grants under \$25k) <input type="checkbox"/> Discussion <input type="checkbox"/> Minutes <input type="checkbox"/> Report <input type="checkbox"/> Special Agenda Type <input type="checkbox"/> Procedure
Aspirational Goals: (May select multiple)	<input type="checkbox"/> 1-Student Achievement <input type="checkbox"/> 2-Effective and Engaged Staff <input checked="" type="checkbox"/> 3-Resource Allocation	<input type="checkbox"/> 4-Family and Community Involvement <input type="checkbox"/> 5-Health and Safety
Recommended Action:	Board approval of contract renewal - RFP 16T5, Contracted Bus Services	
Backup Documents:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If yes, how many? _____ Is one a PowerPoint (PPT): <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Submitted: <input checked="" type="checkbox"/> Herewith <input type="checkbox"/> Later <input type="checkbox"/> Both Comment: _____
<b>Immediately following receipt of an email confirmation that this item has been approved by the Superintendent, the person posting this item to BoardDocs is responsible for emailing the approved PPT to <a href="mailto:jeremy.eccard@fcps.org">jeremy.eccard@fcps.org</a> and <a href="mailto:kelly.gordon@fcps.org">kelly.gordon@fcps.org</a>.</b>		

**PURPOSE OF PRESENTATION:** Staff has reviewed the attached contract renewal and recommends approval by the Board of Education of Frederick County.

**BACKGROUND/SUMMARY:** This recommendation is to renew the contract with qualified school bus/motor coach contractors to provide safe, reliable and efficient transportation services to students for educational and extracurricular programs.

**PRESENTER(S) & TITLE(S):**

Shane Ryberg, Purchasing Agent  
 Fred Punturiero, Director of Transportation

**SUBMITTED BY:**

Stephen P. Starmer, C.P.M., CSBA, Purchasing Manager  
 Leslie R. Pellegrino, Chief Financial Officer

**RFP 16T5**  
**CONTRACTED BUS SERVICES**  
**(RENEWAL)**

**FACT SHEET**

A. **Overview:** This recommendation is to renew the contract with qualified school bus/motor coach contractors with certified personnel and equipment to provide safe, reliable and efficient transportation services to students for educational and extracurricular programs. This contract will be utilized when Frederick County Public Schools (FCPS) own fleet is unavailable or requires coach service.

1. **Other Facts:**

- The contract term will be effective from June 1, 2019 through May 31, 2021. FCPS retains the right and option to renew this contract for one additional two-year renewal period.
- Approximately \$89,000 was spent in FY19.
- This is an open requirement type contract. FCPS is not obligated to purchase any specific quantity or dollar amount from any of the awarded vendors.
- Virginia Coach Company was added to the contract during the open enrollment period.
- The contract will be administered by Fred Punturiero, Director of Transportation.

2. **Source of Funding:** FY19 Approved Operating Budget and contingent upon Board approval of FY20 and FY21 Operating Budgets.

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B. **Recommendation:** Staff recommends the contract for RFP 16T5, Contracted Bus Services be renewed to the highlighted vendors, as indicated on the attached Summary of Renewal.

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C. **Action taken by the Board (Purchasing use only):**

<u>AB</u> Approved	_____ Denied	_____ Deferred	_____ Other	SR/ab
5.22.19 Date	_____ Date	_____ Date	_____ Date	BOE Meeting: 05.22.19

**RFP 16T5, CONTRACTED BUS SERVICES  
SUMMARY OF RENEWAL**

	Atlantic Coast Charters	Johnson Bus Service	Rill's Bus Service	Testerman Bus	Virginia Coach
<b>SCHOOL BUS(ES):</b>					
Cost per Hour	N/A	\$ 24.00	No Bid	\$ 45.00	No Bid
Rate per Hour (used to determine price adjustments):	N/A	\$ 24.00	No Bid	\$ 45.00	No Bid
Rate per Mile (used to determine price adjustments):	N/A	\$ 2.40	No Bid	\$ 1.50	No Bid
Cancellation Charges (if cancellation occurs within 48 hours of scheduled trip):	N/A	\$ 75.00	No Bid	4 hr. min. + mileage	No Bid
<b>MOTORCOACH BUS(ES):</b>					
Cost per Hour	\$ 115.00	No Bid	\$ 100.00	\$ -	\$ 105.00
Rate per Hour (used to determine price adjustments):	\$ 115.00	No Bid	\$ 30.00	\$ -	\$ 105.00
Rate per Mile (used to determine price adjustments):	\$ 3.20	No Bid	\$ 5.00	\$ -	\$ 4.00
Cancellation Charges (if cancellation occurs within 48 hours of scheduled trip):	\$ 100.00	No Bid	\$ 300.00	\$ -	full charter rate
Federal Motor Carrier (MC) number:	179244		187193	512488	168428
US DOT#:	252335		170124	1325085	286906