

THE CITY OF WALTHAM
MASSACHUSETTS
PURCHASING DEPARTMENT

Student School Bus Transportation

ADDENDUM NO. 3

February 18th, 2020

CHANGES, CORRECTIONS AND CLARIFICATIONS

The attention of bidders submitting proposals for the above subject project is called to the following addendum to the specifications. The items set forth herein, whether of omission, addition, substitution or clarification are all to be included in and form a part of the proposal submitted.

THE NUMBER OF THIS ADDENDUM (NO. 3) MUST BE ACKNOWLEDGED IN YOUR COVER LETTER.

ITEM 1: DELETE AND REPLACE

1. DELETE "BID FORM FOR STUDENT TRANSPORTATION SERVICES" and REPLACE with EXHIBIT A.

2. DELETE "COMPUTATION OF LOW BID" and REPLACE with EXHIBIT B.

End of Addendum 3

BID FORM FOR STUDENT TRANSPORTATION SERVICES

TO: Joseph Pedulla, Chief Procurement Officer City of Waltham

A bid, based upon terms set forth within the document is hereby submitted.

1. BASIC CONTRACT, 3 years

The basic contract calls for the Contractor to provide school bus services for the transportation of students for the Waltham Public Schools for the 2020-2021 school year through the 2022-2023 school year, using thirty (30) school vehicles per day for 180 school days, as specified in pages 2 and 3.

Each vehicle will be scheduled to run three (3) routes morning and afternoon according to the time slots indicated in Article III, Section A of the Specifications. The Contractor may also be required to operate a fourth (4th) route within the allotted time period upon designation by the School Department. The bid should be based on twenty (20) 77-or larger passenger school buses and five (5) 71- or larger passenger school buses and five (5) 28- or larger passenger school buses.

No vehicle shall be used in the execution of the contract which is more than 60 months old at any time during the contract.

BASE Price for 3 years (this is the amount determining low bid)

BASE PRICE FOR YEAR 1 \$ _____ (a)

BASE PRICE FOR YEAR 2 \$ _____ (b)

BASE PRICE FOR YEAR \$ _____ (c)

(this is the amount determining low bid) **3 YEAR TOTAL: \$ _____ (d)**

OPTIONAL Year 4 and 5

OPTIONAL PRICE FOR YEAR 4 \$ _____ (e)

OPTIONAL PRICE FOR YEAR 5 \$ _____ (f)

2. ALTERNATES

1. ALTERNATE A - Vehicles

For additions or deductions from the Basic Contract which may be implemented at the request of and discretion of the School Department.

Cost per vehicle per day for the substitution of **one** 77-or larger passenger (Large) vehicle to a 28-or larger passenger (Small) vehicle.

Cost \$ _____ per hour

2. ALTERNATE B – Bus Monitors

Certain routes may require the use of a monitor. The cost of a monitor will be calculated on an hourly rate. **Rate \$ _____ per hour. FIXED FOR 5 YEARS**

NOTE All invoices must include hours worked, number of days, and hourly rate for each monitor.

3. ALTERNATE C - Summer Program Transportation

The School Department may require transportation services for its Summer Program for approximately 20 days during the period of June 15 to August 14. The exact schedule, routes and number of vehicles are determined annually.

Rate \$ _____ per hour

OTHER REQUIRED INFORMATION

The bidder shall provide the School Department with the name, address, telephone number and responsible agent of all municipalities/institutions for which the Contractor has provided school bus transportation services, within the last five (5) years, so that the City may obtain and review all relevant reference data in its decision making process towards the awarding of the Contract. By providing a bid and list of references, the bidder warrants that the list is complete and by tendering its bid and providing the above list of references, the Bidder hereby authorizes and releases both the City of Waltham and the above previously serviced municipality/institution to openly and fully discuss the municipality's/institution's evaluations, opinions or perceptions of Bidders prior performance and reputation, and by said bid tender and list of municipalities/institutions said Bidder does thereby agree to release indemnify and hold harmless both the City and the said municipalities/institutions and their agents of and from any and all liability, both at law and in equity, which might arise or be claimed to arise from the providing of information, data, evaluations or opinions relating to the said Bidder or its agents, officers or employees. In the context of this bid the term Bidder shall mean and include any and all other corporations or entities in which any of the Bidders Corporate Officers, Directors, Share Holders, Principal Administrative or Operating Personnel or owners were previously involved or associated with.

The undersigned certifies under penalties of perjury that this bid is made and submitted in good faith without fraud or collusion with any other person (note: the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals); that he/it has informed himself/itself fully in regard to the Transportation Contract Specifications and has made his/its own examination and estimates from same in making this bid.

The undersigned understands that the City of Waltham reserves the right to reject any and all bids as may be determined to be in the best interest of the City. The City also reserves the right to reject any and all unbalanced unit priced bids.

The undersigned further offers the following information as evidence of his qualifications to perform the work as bid upon according to the requirements as set forth in the Transportation Contract Specifications.

(PLEASE ANSWER ALL QUESTIONS)

1. Number of years in business as student transportation services contractor: _____

2. List present and past contracts for student transportation services: _____

Municipality or School	Years	Amount of contract

COMPUTATION OF LOW BID

The City will determine the low bid offer by adding the vendors’ offers made on for the 3 years Basic Contract price (see line “d” in the Bid Form) plus the Estimated cost for Bus Monitors, as calculated below using the vendors’ offer made on the ALTERNATE B-Bus Monitors, as reported in the BID FORM FOR STUDENT TRANSPORTATION SERVICES and reproduced in this page. The computation of low bid does not include the optional years 4 and 5 (see line “e” & “f” in the Bid Form)

1. BASIC CONTRACT

The basic 3-year contract price (see line “a” in the Bid Form) calls for the Contractor to provide school bus services for the transportation of students for the Waltham Public Schools for the 2020-2021 school year through the 2022-2023 school year. Contractor shall own and operate thirty (30) school vehicles per day for 180 school days, as specified in pages 2 and 3.

The following bid is based on twenty (20) 77-or larger passenger school buses and five (5) 71-or larger passenger school buses and five (5) 28- or larger passenger school buses. No vehicle shall be used in the execution of the contract which is more than 60 months old at any time during the contract.

- 1. \$ _____ per year 1/(30) (line a, bid form) school buses = unit price \$ _____ (per school bus)
- 2. \$ _____ per year 2/(30) (line b, bid form) school buses = unit price \$ _____ (per school bus)
- 3. \$ _____ per year 3/(30) (line c, bid form) school buses = unit price \$ _____ (per school bus)

2. ALTERNATE B – Bus Monitors

Certain routes may require the use of a monitor. The cost of a monitor will be calculated on an hourly rate.

Rate \$ _____ per hour (fixed for 5 years)

Estimated cost per year for Bus Monitors; required on five (5) Small buses to cover Tier 4 – Pre-k (Tuesday – Friday).

Number of Small buses	5
* estimated # of Pre-k school days	152
* Bus Monitor rate per hour	\$ _____ (from above)
= Estimated cost for Bus Monitors	\$ _____ per year

LOW BID COMPUTATION = 1. BASIC 3-year CONTRACT **from line “d” in the Bid Form** plus 2. ALTERNATE B –
Bus Monitors

Total \$ _____ per 3-year period