# City of Cambridge

PURCHASING DEPARTMENT

795 Massachusetts Ave. • Cambridge, Massachusetts 02139-3219

Amy L. Witts
*Purchasing Agent*


To: All bidders

From: City of Cambridge

Date: April 16, 2015

Re: **File No. 6784, School Transportation – Addendum No. 1**

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The pre-bid meeting held on April 14, 2015 where the following questions were asked:

**Question**

1. Could the transportation management system hardware installation negatively affect the bus electrical system?

**Answer**

All of these components draw their power from the fuse panel or solenoid of the bus. The hardware should not affect the electrical system of the bus. The only two things that the system interconnects with in the bus are the main door and stop arm. The two wires that tie into these are "read only" I/O wires. They are just looking for a 12 volt swing in door/stop events--they do not output any voltage.

**Question**

2. Where has the complete system (tablets, HID readers and GPS devices) been installed successfully?

**Answer**

The Gateway School District in Monroeville, Pennsylvania.

**Question**

3. How well do the tablets work in extreme temperatures?

**Answer**

The operating range of the tablets is -4F to 140F, and the storage range is -22F to 158F.

The sign-in sheet from the pre-bid meeting is attached.




Voice: 617.349.4310 Fax: 617.349.4008 TTY: 617.349.4242 Web: www.cambridgema.gov

## Changes to the Invitation for Bid

**Please disregard the Bid Pricing Sheet in the bid document and replace with the attached Revised Bid Pricing Sheet. The Revised Bid Pricing Sheet must be submitted with your bid or your bid will be rejected.**

**Scope of Services Overview / Athletics and Field Trips- Page 7-**

**Change from:**
For Athletics, all vehicles are expected to remain at the destination site for the full duration of the event unless otherwise indicated in writing by the Athletics Director or his/her designee.

**Change to:**
For Athletics, all vehicles are expected to remain at the destination site, **or, for destinations where onsite parking is not available, a suitable parking lot readily accessible within 15 minutes of the destination site,** for the full duration of the event unless otherwise indicated in writing by the Athletics Director or his/her designee.

**Change from:**
The school administration will make every effort to give the Contractor twenty-four (24) hours advance notice in canceling individual Athletics and Field Trips. The Contractor may bill CPS fifty ($50) dollars if a request is canceled after the bus has already left the yard, or if a bus arrives at a scheduled pickup location/time but no students get on the bus; otherwise no payment will be made to the Contractor for cancellations.

**Change to:**
The school administration will make every effort to give the Contractor twenty-four (24) hours advance notice in canceling individual Athletics and Field Trips. The Contractor may bill CPS **one hundred ($100)** dollars if a request is canceled after the bus has already left the yard, or if a bus arrives at a scheduled pickup location/time but no students get on the bus; otherwise no payment will be made to the Contractor for cancellations.

**Vehicle Specifications- Page 8-**

**Change from:**
At no time during this contract shall any vehicle in service exceed six years old (current calendar year of Contract minus model year) or have more than 200,000 miles on the odometer.

**Change to:**
At no time during this contract shall any vehicle in service exceed six years old (current calendar year of Contract minus model year) or have more than **100,000** miles on the odometer.

**Change from:**
All vehicles shall also meet the following general specifications:

- Sixty-five (65) or greater passenger bus, of which 2 must be able to accommodate wheelchairs.
- Minimum of 13 inches of seating space per passenger, exclusive of the driver
- May be either front or rear engine
- May be either diesel or gasoline powered; diesel-powered vehicles must contain a diesel particulate filter (DPF)
- Automatic transmission
- Air or Hydraulic brakes
- Air assist service door

**Change to:**
All vehicles shall also meet the following general specifications:

- Sixty-five (65) or greater passenger bus.
- **The vendor must own 2 sixty-five (65) or greater passenger buses able to accommodate wheelchairs (not necessarily for the exclusive use of CPS).**
- Minimum of 13 inches of seating space per passenger, exclusive of the driver
- May be either front or rear engine
- May be either diesel or gasoline powered; diesel-powered vehicles must contain a diesel particulate filter (DPF)
- Automatic transmission
- Air or Hydraulic brakes
- **Electric or** Air assist service door

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**Penalties- Page 14-**

**Change from:**

- Leaving the site of an Athletics event or a Field Trip without the written authorization of the School Principal, Athletics Director, or designee: Forfeiture of trip fee

**Change to:**

- Leaving the site of an Athletics event or a Field Trip without the written authorization of the School Principal, Athletics Director, or designee **if wait time from the first call made requesting the bus return to the site exceeds 15 minute**s: Forfeiture of trip fee

Amy L. Witts

**AMY L. WITTS**
**PURCHASING AGENT**

**ADDENDUM NO: 1**

Sign-In Sheet
School Bus Transportation Bid Conference
14-Apr-15

| Name | Company | Phone | Email Address |
|---|---|---|---|
| Chuck Winitzer | Eastern Bus | 617-628-6868 | cwinitzer@easternbusco.com |
| David Winitzer | Eastern Bus | 617-628-6868 | dwinitzer@easternbusco.com |
| George C Logan | New England Transit Sales | 978-649-0777 | GLOGAN@NEWENGLAND TRANSIT.COM |
| George Logan | Nt Transit Sales (w/ Eastern Bus) (Sells buses to Eastern) | | |
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CAMBRIDGE PUBLIC SCHOOLS
SCHOOL BUS TRANSPORTATION BID
**REVISED BID PRICING SHEET**

All bidders must submit a printed and signed bid pricing sheet completed with entries on every line.

**The contract duration will be five (5) years and two (2) months, running from July 1, 2015 - August 31, 2020.** The first two months of the contract constitute a non-compensatory planing period. Pricing is sought below for the 5 years running from September 1, 2015 through August 31, 2020. Each individual year runs from September 1-August 31.

**Rule for Award**

One contract for all regular bus, athletic trip, and field trip bus services will be awarded to the responsive and responsible bidder offering the lowest grand total price for the entire contract period calculated in present value terms. This method is in line with the Massachusetts Inspector General's Practical Guide to Drafting Effective Invitations for Bids and Requests for Proposals for specifications that permit bidders to submit different prices for each year of the contract. To calculate present value of the grand total price for the entire contract period, each year's bid price will be recalculated by CPS applying a discount factor of 3.5% to years two through five utilizing the following formula:

$$\text{Present Value of Total Contract} = \text{2015-16 Grand Total} + \frac{\text{2016-17 Grand Total}}{1.035} + \frac{\text{2017-18 Grand Total}}{1.035^{2}} + \frac{\text{2018-19 Grand Total}}{1.035^{3}} + \frac{\text{2019-20 Grand Total}}{1.035^{4}}$$

This calculation has no effect on the amount that will be paid to the bidder awarded the contract. This calculation ONLY affects the determination of which bidder is awarded the contract. CPS will perform this calculation.

**Estimated Needs**

Estimated needs reflected below are ESTIMATES ONLY and apply to all years for the purposes of bidding. In any given year during the contract term, CPS may need to increase or decrease any of the estimated needs stated below. Any increase/decrease will be at the unit prices specified on this bid form.

Signature of Bidder: _____

Company Name: _____

| | 2015-16 (Year 1) | 2016-17 (Year 2) | 2017-18 (Year 3) | 2018-19 (Year 4) | 2019-20 (Year 5) |
|---|---|---|---|---|---|
| **A. Regular Bus Transportation** | | | | | |
| A1. Regular Day (AM & PM runs) | | | | | |
| Price per **bus & driver,** per day: | $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| Estimated need, academic year: | x 32 buses<br>x 180 days | | | | |
| A1. Subtotal Annual Cost | = $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| A2. Regular Day (AM & PM runs) | | | | | |
| Price per **BUS ONLY**, per day: | $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| Estimated need, academic year: | x 1 bus<br>x 180 days | | | | |
| A2. Subtotal Annual Cost | = $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| A3. Summer School (AM & PM runs) | | | | | |
| Price per **bus & driver,** per day: | $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| Estimated need, summer term: | x 4 buses<br>x 30 days | | | | |
| A3. Subtotal Annual Cost | = $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| A4. Summer School (AM & PM runs) | | | | | |
| Price per **BUS ONLY**, per day: | $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| Estimated need, summer term: | x 1 bus<br>x 30 days | | | | |
| A4. Subtotal Annual Cost | = $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |

Signature of Bidder: _____

Company Name: _____

| | 2015-16 (Year 1) | 2016-17 (Year 2) | 2017-18 (Year 3) | 2018-19 (Year 4) | 2019-20 (Year 5) |
|---|---|---|---|---|---|
| A5. Four-hour Monitors (AM and PM) | | | | | |
| Price per four-hour monitor, per day: | $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| Estimated need: | x 4 monitors<br>x 180 days | | | | |
| A5. Subtotal Annual Cost | = $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| A6. Two-hour (PM) Monitors | | | | | |
| Price per PM monitor, per day: | $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| Estimated need: | x 29 monitors<br>x 180 days | | | | |
| A6. Subtotal Annual Cost | = $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| A7. Late Runs including **monitor and driver** | | | | | |
| Price per run: | $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| Estimated need: | x 300 runs | | | | |
| A7. Subtotal Annual Cost | = $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| A8. Late Runs including **driver only** | | | | | |
| Price per run: | $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| Estimated need: | x 300 runs | | | | |
| A8. Subtotal Annual Cost | = $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| **Total for (A) Regular Bus Transportation:**<br>*(Subtotals A1 through A8)* | = $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |

Signature of Bidder: _____

Company Name: _____

| | 2015-16 (Year 1) | 2016-17 (Year 2) | 2017-18 (Year 3) | 2018-19 (Year 4) | 2019-20 (Year 5) |
|---|---|---|---|---|---|
| **B. Athletics** | | | | | |
| B1. Flat rate minimum for first 4 hours : | $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| Estimated trips per year: | x 315 trips | | | | |
| B1. Subtotal Annual Cost | = $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| B2. Hourly rate beyond minimum: | $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| Estimated additional hours per year: | x 550 hours | | | | |
| B2. Subtotal Annual Cost | = $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |
| **Total for (B) Athletics:** *(Subtotals B1 through B2)* | = $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |

Signature of Bidder: _____

Company Name: _____

| | 2015-16 (Year 1) | 2016-17 (Year 2) | 2017-18 (Year 3) | 2018-19 (Year 4) | 2019-20 (Year 5) |
|---|---|---|---|---|---|
| **C. Field Trips** | | | | | |
| *Note: Physical Education department trips such as swim and intramurals shall qualify as Field Trips for billing purposes.* | | | | | |
| C1. Flat rate minimum for first 2 hours: | $ | $ | $ | $ | $ |
| Applies to trips inside Cambridge City Limits | | | | | |
| Estimated trips per year: | x 135 trips | | | | |
| C1. Subtotal Annual Cost | = $ | $ | $ | $ | $ |
| C2. Flat rate minimum for first 3 hours: | $ | $ | $ | $ | $ |
| Applies to trips Outside of Cambridge City Limits | | | | | |
| Estimated trips per year: | x 140 trips | | | | |
| C2. Subtotal Annual Cost | = $ | $ | $ | $ | $ |
| C3. Hourly rate beyond minimum: | $ | $ | $ | $ | $ |
| Applies in City and out of City | | | | | |
| Estimated additional hours per year: | x 1,100 hours | | | | |
| C3. Subtotal Annual Cost | = $ | $ | $ | $ | $ |
| **Total for (C) Field Trips:** | = **$** | **$** | **$** | **$** | **$** |
| *(Subtotals C1 through C3)* | | | | | |

Signature of Bidder: _____

Company Name: _____

| | 2015-16 (Year 1) | 2016-17 (Year 2) | 2017-18 (Year 3) | 2018-19 (Year 4) | 2019-20 (Year 5) |
|---|---|---|---|---|---|
| **GRAND TOTAL BID, per year:** | = $ _____ | $ _____ | $ _____ | $ _____ | $ _____ |

*[Total for (A) Regular Bus Transportation plus Total for (B) Athletics plus Total for (C) Field Trips]*

Signature of Bidder: _____

Company Name: _____