



Request for Proposal

District # 4067-07

Charter School Bus Services

**Aurora Charter School
2103 East 26th Street
Minneapolis, MN 55404**



Aurora Charter School

2103 East 26th Street
Minneapolis, MN 55404

Main Contact:

Naomi Christianson, Business Manager

nchristianson@auroracharterschool.org

P: (612) 200-9590 / F: (612) 722-2441

Aurora Charter School is currently accepting bids for chartered regular school busing and field trips for the 2019-2020 school year. Please complete and return this page with your bid.

Name: _____

Title: _____

Organization: _____

Street Address: _____

City: _____

State/Zip Code: _____

Work Phone: _____

Email: _____

Fax: _____

If you have any questions, please email nchristianson@auroracharterschool.org.

I. PROPOSAL INFORMATION

A. NOTICE TO BIDDERS

Aurora Charter School (ACS) is requesting bids from provider of Charter School Bus Services for the 2019-2020 school year. ACS currently provides school transportation for 390-420 students throughout Minneapolis and its close suburbs.

B. PROPOSAL DESTINATION

Naomi Christianson
Business Manager
Re: Student Transportation Proposals
Aurora Charter School
2103 East 26th Street
Minneapolis, MN 55404

C. PROPOSAL KEY DATES & INSTRUCTIONS

Signed hard copies of proposals must be delivered by mail or in person to the above address prior to **3:00 PM on Friday, March 15, 2019** for bids to be considered at the March board meeting. Bids must be submitted in a sealed envelope, marked with the words "Proposal for Student Transportation Services" marked in the lower left corner of the envelope.

Sealed bids will be opened and considered by the ACS School Board at the regular March board meeting on Tuesday, **March 19, 2019**.

D. PROPOSAL INFORMATION

Aurora Charter School (ACS) is seeking responses to this RFP for Student Transportation Services from July 1, 2019 through June 30, 2022, with an option to extend the contract for additional years at the discretion of ACS.

The objective of this RFP is to accomplish a fair, open, and competitive procurement. ACS reserves the right to cancel this RFP or accept or reject any and all proposals submitted in response to this request in accordance with applicable law. The intent of this RFP is to lead to negotiation of a final contract. All proposals submitted must be held open and remain

valid for a minimum of ninety (90) days from the date of opening. No proposal may be withdrawn prior thereto.

All Appendices must be completed, signed, and returned with the proposal to be considered. All requested information must be provided, or the proposer will not be considered.

The Contractor agrees, if awarded a contract, to furnish and deliver the specified services as herein stated and that all of the services provided shall be subject to inspection and approval of Aurora Charter School's Board of Directors. In the event that any of the services shall be rejected as unsuitable, or not in conformity with these specifications, ACS, through any option available, shall obtain such services in proper conformity. All costs involved in such situations will be at the expense of the Contractor.

II. DESCRIPTION OF AURORA CHARTER SCHOOL

Aurora Charter School is a public charter school located in south Minneapolis on the edge of the Seward and Longfellow neighborhoods. The mission of Aurora Charter School is to operate a center of learning which embraces academic excellence and celebrates the gift of Latino culture. The vast majority of ACS's students are native Spanish speakers, therefore the school teaches students in both English and Spanish in order to provide students with the knowledge and skills to succeed in both languages in school and beyond.

ACS currently serves 408 students in preschool-8th grade. Its current students reside in 17 resident school districts throughout the Twin Cities metropolitan area, though ACS reserves the right to guarantee transportation only to students living within the Minneapolis city limits.

III. DESCRIPTION OF EXISTING TRANSPORTATION PROGRAM

ACS's current contractor is operating 12 buses and 6 vans under its expiring contract. Also included in the contract are buses for extracurricular activities and field trips on an as-needed basis. All students are dropped off at the rear of the school, located in the building which encompasses 2101, 2103, and 2105 East 26th Street, Minneapolis, MN 55404. Transportation is offered to students who live within the Minneapolis city limits, though there are a few exceptions made for students whose stops were grandfathered in to this new procedure; these out-of-Minneapolis stops are being phased out as students graduate. Other exceptions are made when the school is required to provide transportation to students due to IEP requirements and/or homelessness. Due to the areas in which ACS's

students live and the fact that students wait for their morning buses before sunrise for the majority of the year, ACS requests house stops for most of its students.

IV. MINIMUM CONTRACTUAL SPECIFICATIONS

A. PRIMARY TRANSPORTATION

The Contractor shall provide Primary Transportation services for the students residing in Minneapolis and some surrounding cities. "Primary Transportation" includes the regular in and out transportation, plus any emergency transportation of students from their designated pick-up stops to ACS, and the return of students to their drop-off points in the afternoon via regular schedules and along regular routes established by ACS and the Contractor for each school year covered in the agreement. The essence of this student transportation agreement is to ensure that students are transported to and from school regularly, promptly, safely, and without interruption or incident.

In order for students to arrive at school with enough time to eat breakfast and be on time to their first class, buses should drop off all students at the school between 7:00 – 7:20 AM each morning. Afternoon dismissal time is between 2:15-2:30 PM, so buses should arrive at the school at no later than 2:10 PM.

The Agreement anticipates the use of the Contractor's transportation services by ACS for 174 days per school year. As calendars are approved yearly, this number may change per year. In the event of school cancellation as determined by the Executive Director of ACS or his designee, ACS will not be charged for days that school is canceled.

B. EXTRACURRICULAR TRANSPORTATION

The Contractor shall provide Extracurricular Transportation services as needed. Extracurricular Transportation services include field trips, athletics events, and any other services as requested by the school. Transportation services shall be provided by the appropriate vehicles for the specific need. Unless specified by the school, Extracurricular Transportation services shall be provided by the least expensive means. On rare occasions, some extracurricular activities may require transportation outside of regular school transportation hours and on weekends.

C. VEHICLES

Currently, the school contracts 12 regular school buses, 4 vans, and 2 special education vans. Depending on the routes the Contractor is able to develop, ACS would entertain bids

that offer routes which require fewer vehicles or smaller vehicles, especially if this helps the school stay within budget. The current breakdown per bus can be found in Appendix A.

The Contractor shall furnish vehicles which conform to the standards for school transportation vehicles approved by the Minnesota Department of Education (MDE) and shall pay the operation expenses thereof. Vehicles shall meet the minimum standards of the Department of Transportation and be able to pass inspection by the Minnesota State Police. All vehicles shall conform to the provisions of the law of the State of Minnesota and shall be in good mechanical and sanitary condition.

ACS shall have the right to adjust the number of vehicles required at any time during the term of the Agreement. Such adjustments shall be in the form of a written change order and/or email from ACS to the Contractor. In the event that ACS adjusts the number of vehicles required at any time during the term of the Agreement, and in such event, the consideration to be paid by ACS shall be prorated accordingly.

ACS shall have the right to alter vehicle size and miles covered at any time during the term of the Agreement based on changes in student enrollment and as agreed by ACS and the Contractor. In the event that ACS adjusts the vehicle size and/or miles covered at any time during the term of the Agreement, and in such event, the consideration to be paid by ACS shall be prorated accordingly.

In the event that the Contractor fails to comply with any of the requirements for the provision of the delivery of vehicles, the Contractor shall, in addition to not being paid for that run, pay a penalty equal to the daily rate applicable to the route in question for each day of noncompliance. Without limitation, the following shall result in imposition of such a penalty:

1. A driver changing a route or stop without receiving approval from ACS, unless such change in route or stop is the result of an emergency, in which case notice and receiving of approval shall be sought as soon as possible.
2. A driver leaving a bus unattended with students on board.
3. A driver failing to complete a run or being late for a run without sufficient reason or as the result of insufficient fuels.
4. Contractor's failure to respond to a breakdown or accident with a replacement vehicle within thirty (30) minutes of the incident and/or Contractor's failure to notify the Charter School of any known problems with result in one or more buses being late.

D. VEHICLE MAINTENANCE

All vehicles used by the Contractor shall be maintained in sound mechanical condition and at all times during the term of this agreement shall conform to the standards promulgated by the Minnesota Department of Public Safety. The contractor shall keep all vehicles in a clean and sanitary condition, both interior and exterior. The Charter School may inspect any vehicle at any reasonable time or board any vehicle at any normal stop for an inspection.

Under no circumstance may an unsafe bus be used to transport students. The Contractor will keep on file the completed inspection sheets and submit copies of the sheets on demand to officials of the Charter School when requested. The Contractor shall immediately remove any vehicles from service which in the the reasonable determination of the Charter School is unsafe, unsanitary, or fails to meet the requirements of applicable statutes and regulations governing the operation or maintenance for school buses.

The Contractor shall institute a preventative maintenance program covering all vehicles and shall retain records of preventive maintenance service as well as regular service on all vehicles for the Charter School's inspection.

E. VEHICLE EQUIPMENT

1. Communication System: All buses shall be equipped with a two-way radio system or equivalent which will allow the driver to be in direct communication with the dispatchers assigned to the Charter School.
2. Video Surveillance: The Contractor will provide video and audio recording equipment on all buses serving ACS. The system must provide full coverage of the interior of the vehicle. The contractor agrees to furnish and install said cameras. When requested from ACS, the Contractor shall provide the applicable storage device and/or video to ACS within twenty-four (24) hours. Video and audio should be kept by the Contractor for a minimum of thirty (30) days. The Contractor will be responsible for providing a single user license for software and any related computer peripheral devices needed to review and to export video.
3. Global Positioning System (GPS): All buses covered under the Agreement will be equipped with GPS. The GPS will track and report vehicle data including, but not limited to, vehicle location and vehicle speed throughout a daily run. This will provide assistance to ACS in route development, tracking of bus driver habits, verification of schedules, and assisting with detours. ACS reserves the right to request and the Contractor shall provide any and all information from these systems within twenty-four (24) hours of the request. The GPS will also be used in connection with bus tracking software that parents, guardians, students, etc. can use

in order to track the bus in real-time. The contractor shall bear any costs for tracking software.

F. ROUTES

Bus routes shall be developed by the Contractor and be reviewed by ACS. The bus routes shall be provided by the Contractor to ACS to review no later than August 1st of each year. The bus routes will be designed to enable the buses to drop off the students at ACS no later than 7:30 AM and pick up the students from ACS no later than 2:30 PM. ACS will have final approval of all routes. Routes may be modified only by approval of ACS. The bus shall follow the approved route by ACS and not deviate unless emergency conditions dictate otherwise. The Contractor shall evaluate all requests for changes in bus stops/routes and make recommendations for any changes in routes to ACS. ACS will provide the Contractor with all student enrollment and withdrawal information. A listing of our current bus stops are listed in Appendix B. The Contractor may alter these stops, with the approval of ACS, if it finds more efficient routes, including reducing the number of existing routes.

G. DRIVERS

All operators of vehicles used by the Contractor shall meet the regulations and rules of the Minnesota Department of Public Safety in regard to age, fitness, competence, conduct, licensing, physical examination, and continuing eligibility.

The Contractor shall at all times furnish ACS with an adequate number of standby drivers, who are certified to operate the bus. The standby driver shall be used when the regular driver is not ready to start the run within fifteen minutes of the regular departure time. These standby drivers must meet all driver requirements and have submitted appropriate clearances to ACS.

ACS reserves the right of meeting with the Contractor to discuss the removal of any driver who, in the judgement of the Charter School, is not rendering satisfactory service. Any requests for the removal of a driver by the Charter School shall be final and binding on the Contractor and shall be immediately implemented.

By the first Friday in August of each year, the Contractor shall supply the Charter School with a list of names, addresses and telephone numbers of the drivers it is planning to use. The first week of 7 each month thereafter, any additional names, addresses, and telephone numbers of new drivers to be employed and present drivers to be discharged shall be supplied to the Charter School.

The Contractor must also acquire copies of all drivers' Act 24, Act 34, Act 83, Act 114, and Act 151 background checks and clearances, along with mandatory drug and alcohol testing, prior to doing any work for the Charter School. This will be at the expense of the contractor and/or individual employee and not the Charter School. Copies of Act 24, Act 34, Act 83, Act 114, and Act 151 background check and clearances, along with a list of drivers and a photocopy of their driver's licenses and completed physical examination forms shall be provided to the Charter School by the first Friday in August of each year. If a new driver is hired in the middle of a school year, copies of the above must be provided to the Charter School, along with an updated listing of drivers, prior to that individual doing any work for the Charter School.

The Charter School may request any of the required documentation as noted above from the Contractor at any time. The Contractor will need to furnish the requested documentation to the Charter School within 24 hours of the request.

H. INDEPENDENT CONTRACTOR

The Charter School and Contractor understand and agree that the Contractor, while engaging in carrying out and complying with any of the terms and conditions of the Agreement, is an Independent Contractor and is not an Officer, Agent, or Employee of the Charter School.

I. SAFETY TRAINING AND DISCIPLINE

The proposal must specify in detail the Contractor's safety programs. These programs should include, but not be limited to, safety programs for drivers and other employees, safety programs for students, and safety materials for the Charter School. The Contractor must have in place a drug-screening program for all drivers, including but limited to a pre-employment screening. Contractor must conduct background checks for all employees.

The Contractor must provide, as a minimum, an overview of safety/training programs on an annual basis prior to the start of the school year. In addition, the Contractor must provide an ongoing and comprehensive safety-training program to its employees. These programs may include such items as bus operation, emergency procedures, conflict resolution, wellness programs, CPR, first aid, seizure training, universal precautions, mandatory reporting, and other training to help the employees meet student needs.

It is the responsibility of the Contractor to maintain discipline in each vehicle in accordance with such regulations as have been or may be adopted by the Charter School. The Contractor must report all acts of vandalism or discipline incidents to the school within 24

hours of occurrence. Discipline slips must be given to the school. The school will be responsible for student discipline, including while students are being transported. The Contractor will not be permitted to initiate punishment or ban any student from riding privileges with the exception of assigned seating. The school will be available to work with the Contractor and their drivers in matters involving discipline of students.

J. LIABILITY AND INSURANCE

The Contractor agrees to and shall, prior to the date of the Agreement, secure from a good and responsible company doing business in the State of Minnesota and maintain during the entire term of the Agreement:

1. Public liability insurance in the amount of \$1,000,000 per person/\$1,000,000 per accident for loss from an accident resulting in bodily injury or deaths of persons;
2. Property damage insurance in the minimum amount of \$1,000,000 for loss from an accident resulting in damage or destruction of property;
3. Umbrella liability coverage in the minimum amount of \$1,000,000.

The Contractor shall deliver certificates of insurance to ACS prior to each school term annually and at such times as change in contractor and/or policy renewal occur. Each certificate of insurance shall contain a clause that the policy may not be cancelled or materially changed by the company during its terms in absence of ninety (90) days prior written notice to ACS.

In addition to the insurance requirements included as part of the specifications, the Contractor shall also defend, indemnify, and hold harmless ACS, its Directors, Officers, Agents, and Employees from and against any and all claims, suits, judgments, and demands, including, without limitations to costs, litigation expenses, counsel fees, and liabilities with respect to injury to, or death of, any person or persons, or damage to property of any kind by whomever owned, arising out of or caused or claimed to have been caused in whole or in part by the acts or omissions of the Contractor, its agents, or employees, in the performance of the contract and further agrees to indemnify ACS against any such claims allegedly caused in whole or in part, whether or not it be the fact, by reason or negligent instructions or directions given or purportedly given by any of ACS's representatives with respect to the performance of the contract.

K. REPORTING REQUIREMENTS

1. Accident/Incident Information: The Contractor will immediately notify the Charter School of any accident involving a vehicle covered under this Agreement whether occurring during the Charter School's transportation or not. For purposes of this

section, the term “incident” shall include any event involving law enforcement officer, emergency medical personnel, or emergency road repair or towing personnel. The Contractor will investigate all accidents/incidents involving school vehicles covered by the Agreement immediately. A report of the same will be provided to the Charter School within twenty-four (24) hours.

Upon request of the Charter School, the Contractor will provide an accident/incident report, with complete documentation, relating to any Contractor vehicle within twenty-four (24) hours.

2. Emergency Drills: The Contractor agrees to conduct bus evacuation drills annually and as mandated.
3. Weather Advisory: The Charter School shall determine if any delays, cancellations, early dismissals shall be in effect and shall communicate the same to the Contractor. However, the Contractor should be available to advise the Charter School as to road conditions, especially during periods of inclement weather, and cooperate with requests of the Charter School when issues regarding school cancellation or delays are needed due to inclement weather. Under no circumstances may the Contractor determine delays, cancellations, or early dismissals.

It is understood and agreed by both parties that the Contractor will prepare the vehicles for service during periods of cold weather. School bus engines will be started earlier and left running so that alternate vehicles can be used in the case of failed starts. In subzero weather during opening, the Contractor will do short test runs to ensure the vehicles are able to complete the routes.

The Executive Director of the Charter School, or his designee, shall have the sole discretion of altering, delaying, or canceling the student transportation service during inclement weather or other circumstances. The Contractor agrees to abide by the decision of the Executive Director, or his designee, and operate on the assigned schedules which will not result in any overage charges.

L. CONTRACTING WITH OTHERS

The Charter School reserves the right to use multiple transportation service providers, and, at its discretion, can assign any routes to any provider as it sees fit. The Charter School also reserves the right to use another provider if the Contractor of this Agreement cannot provide the student transportation being requested, i.e. a school bus for athletic events.

M. TERMINATION

If the Contractor fails to perform satisfactorily, fails to furnish safe and adequate personnel and equipment, or otherwise fails to comply with the terms of the Agreement, ACS may cancel the Agreement without prior notice and procure service elsewhere. ACS may in its sole discretion offset subsequent payments.

If the Contractor fails to perform timely and satisfactorily any of the services required under the provisions of this Agreement, the Contractor shall not be paid for those days in which it fails to provide transportation services or continuously fails to meet the required time schedule, and should ACS be able to obtain such services elsewhere, the Contractor shall additionally be liable and, upon submission of an invoice by ACS, pay to ACS the additional cost in obtaining the services above the contractual rate in effect between the Contractor and ACS.

The contracted term shall be contingent upon the renewal of ACS's charter. In the event that the charter would not be renewed, the Agreement shall become null and void.

N. FINANCIAL MATTERS

There shall be no additional or special charges for delays or early dismissals, unless additional runs are required. If school is closed, the Charter School shall not be charged for that day.

The Contractor should list proposed costs for student activities, field trips, and athletic event buses in Appendix B.

If additional vehicles are needed by ACS, the Contractor will supply the vehicles at the same rate as contracted vehicles already provided by the Contractor.

Fees for services under this Agreement shall be based upon actual services rendered. All services will be billed by daily run or other unit of activity as specified in the pricing proposal forms in the Appendices. ACS will not be billed for inactive or reserve vehicles.

Payment for these contracted student transportation services will be made by ACS on a monthly basis based on invoices submitted by the Contractor to the Charter School at the negotiated rates in the final Agreement. Payments will be made net of any deductions needed. Payment shall be dependent upon full compliance by the Contractor with the terms of the Agreement, including timely providing all records and reports required by ACS. Invoices should be submitted to the Business Office no later than the 3rd business day of the following month for payment and will be remitted by ACS following the regularly scheduled monthly Board of Directors meeting. ACS will be responsible for purchasing all gasoline and diesel fuel required by the Contractor to operate the Charter School's

contracted vehicles under the Agreement. The Contractor will be responsible for storage of fuel required for the operation of all ACS's student transportation service needs. Controls must be in place to ensure that the fuel purchased by ACS is only used for ACS's transportation. The Contractor will bear all costs associated with said fuel. An administrative fee per gallon of fuel purchased can be negotiated and will be charged by LPPACS to the Contractor. This fee will be payable to the Charter School, and the Charter School shall have the right to deduct said fee from the regular monthly invoices.

O. MISCELLANEOUS MATTERS

No other person other than a student of the Charter School shall be transported in a school vehicle under this Agreement except the following: a teacher, an accompanying aide, or other school official designated by ACS, a Contractor's trainer, safety personnel, or trainee. All other persons must have prior approval of ACS before riding ACS's designated vehicles. Nothing except passengers and their belongings shall be transported in the school vehicles under the contract while they are engaged in transporting students of ACS to and from ACS. No form of written communication shall be distributed by the Contractor or its employees to the student passengers without prior approval of ACS.

The Contractor shall carefully examine the specifications and all other documents and data pertaining to the required transportation services. The Contractor shall not, at any time after submission of its proposal, make any claims whatsoever alleging insufficient data in incorrectly assumed conditions or make any claim alleging misunderstanding with regard to the nature, condition, or character of the required transportation services requested by ACS.

The Contractor agrees to indemnify, defend, and hold harmless the Charter School for any act of omission or commission of the Contractor's employees that are within the scope of their employment with the Contractor.

The Charter School retains the right to provide transportation services involving students not reasonably or economically transported via this Agreement as the Charter School may deem necessary or desirable by means of ACS's owned or leased vehicles or by means of other contracted carriers.

P. AWARD

ACS's Board of Directors will not be required to make an award entirely on the basis of the lowest proposal in dollars and reserves the right to reject any and all proposals and/or to modify the terms of the proposals to protect the interest of ACS. In the event of such

modifications are unacceptable to the Contractor, such Contractor shall be released from any obligation to ACS. ACS's Board of Directors shall consider all matters arising out of the Agreement not specifically provided for therein.

Appendix A

Current Bus Routes

The below routes are current. ACS would be open to/interested in changing the existing routes, especially if it would result in running fewer, more efficient bus routes. The addresses given are for the purpose of allowing the Contractor to offer an accurate estimate of the number of routes bid. Routes are subject to change each year and throughout each school year.

BUS 1

Time: 1:00 AM/1:02 PM Distance: 18.5 mi AM/19.21 mi PM Students: 33 AM/31 PM

AM		PM
6:00 AM	6201 65th Ave N	3:42 PM
6:07 AM	3112 65th Ave N	3:35 PM
6:13 AM	6122 Colfax Ave N	3:29 PM
6:14 AM	5920 Colfax Ave N	3:28 PM
6:15 AM	5848 Bryant Avenue North	3:26 PM
6:17 AM	5856 Dupont Avenue North	3:25 PM
6:19 AM	5707 James Ave N	3:23 PM
6:28 AM	3842 Humboldt Ave N	3:12 PM
6:31 AM	4018 Lyndale Ave N	3:15 PM
6:34 AM	3711 Lyndale Ave N	3:09 PM
6:38 AM	3114 Dupont Ave N	3:05 PM
6:39 AM	2823 Dupont Ave N	3:04 PM
6:41 AM	2634 Emerson Avenue North	3:03 PM
6:44 AM	328 30th Ave N	2:59 PM
6:45 AM	2630 N 4th Ave. / 2630 4th St N	2:57 PM
	2400 Aldrich Avenue North	2:56 PM
7:00 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

BUS 2

Time: 0:47 AM/0:53 PM Distance: 12.84 mi AM/13.23 mi PM Students: 24 AM/31 PM

AM		PM
6:23 AM	2614 Humboldt Ave N	2:40 PM
6:25 AM	2651 Logan Avenue North	3:33 PM
6:28 AM	3026 Fremont Ave. N.	3:29 PM
6:31 AM	3419 Morgan Ave N	3:22 PM
6:34 AM	3718 Logan Ave N	3:25 PM
6:36 AM	3535 Newton Ave N	3:23 PM
6:38 AM	3346 Russell Avenue North	3:20 PM
6:39 AM	3014 Sheridan Ave N	3:16 PM
6:41 AM	3122 Vincent Avenue North	3:18 PM
6:44 AM	2333 Thomas Avenue North	3:13 PM
6:46 AM	2006 Sheridan Ave N	3:12 PM
	Thomas Avenue North & 17th Avenue North (NNW)	3:10 PM
6:48 AM	1806 Penn Ave N	3:08 PM
6:50 AM	1839/1841 Irving Avenue North	3:05 PM
6:53 AM	Morgan Ave N & Oak Park Ave N (ENE)/ (NNW)	2:55 PM
6:54 AM	700 Morgan Ave N	2:56 PM
6:56 AM	2109 4th Ave N	2:58 PM
6:57 AM	1919 Glenwood Avenue North	2:59 PM
7:10 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

BUS 3

Time: 0:38 AM/0:40 PM Distance: 9.39 mi AM/9.18 mi PM Students: 35 AM/38 PM

AM		PM
6:27 AM	949 24th Avenue Northeast	3:20 PM
6:27 AM	1016 24th Avenue Northeast	3:20 PM
6:29 AM	1003 27th Ave NE	3:18 PM
6:31 AM	2840 Polk St NE	3:16 PM
6:33 AM	2630 Jackson St NE	3:14 PM
6:34 AM	Jackson Street Northeast & 26th Avenue Northeast (NNW) / (SSE)	3:14 PM
6:34 AM	2519 Jackson St NE	3:13 PM
6:36 AM	805 Lowry Ave NE	3:11 PM
6:37 AM	2517 Madison St NE	3:10 PM
6:38 AM	644 Lowry Ave NE	3:09 PM
6:40 AM	2409 5th St NE	3:07 PM
6:42 AM	411 24th Ave NE	3:07 PM
6:44 AM	2209 Washington St NE	3:05 PM
6:45 AM	689 22nd Ave NE	3:04 PM
6:46 AM	709 22nd Ave NE	3:03 PM
6:47 AM	1911 Monroe St NE	3:01 PM
6:48 AM	820 18 1/2 Ave NE	3:00 PM
6:52 AM	1830 Hayes Street Northeast	2:57 PM
6:56 AM	Winter Street Northeast & Fillmore Street Northeast	2:52 PM
7:05 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

BUS 4

Time: 0:36 AM/0:43 PM Distance: 8.53 mi AM/10.29 mi PM Students: 20 AM/21 PM

AM		PM
	3054 22nd Avenue South	3:23 PM
6:34 AM	3748 29th Ave S	3:19 PM
6:37 AM	3937 Minnehaha Ave	3:10 PM
	3226 35th Ave S	3:07 PM
	3135 45th Ave S	3:10 PM
6:40 AM	3457 Snelling Avenue	3:04 PM
6:41 AM	3233 Minnehaha Ave	3:01 PM
6:44 AM	3200 Minnehaha Ave	3:00 PM
6:46 AM	3226 35th Ave S	3:07 PM
6:49 AM	3135 45th Ave S	3:10 PM
6:53 AM	3015 E Lake St	2:58 PM
6:55 AM	2913 29th Ave S	2:56 PM
6:56 AM	2841 28th Ave S	2:55 PM
6:58 AM	2836 27th Ave S	2:53 PM
6:59 AM	2809 26th Ave S	2:54 PM
7:02 AM	3014 E 26th St	2:50 PM
7:03 AM	2927 26th St E	2:50 PM
7:07 AM	2019 21st Ave S	2:45 PM
7:10 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

BUS 5

Time: 0:40 AM/0:39 PM Distance: 7.03 mi AM/7.04 mi PM Students: 48 AM/47 PM

AM		PM
6:30 AM	4341 13th Ave S	3:19 PM
6:31 AM	4343 Bloomington Ave / 4343 Bloomington Avenue South	3:17 PM
6:34 AM	4156 S 21st Ave / 4156 21st Ave S	3:14 PM
6:38 AM	1518 E 38th St	3:06 PM
6:40 AM	3732 18th Ave S	3:05 PM
6:41 AM	3725 Cedar Ave S	3:09 PM
6:42 AM	3609 Cedar Ave S	3:10 PM
6:43 AM	3520 18th Ave S	3:04 PM
6:44 AM	3501 18th Ave S	3:03 PM
6:46 AM	20th Avenue South & 34th Street East (WSW) / (ENE)	2:58 PM
6:47 AM	3315 S 22nd Ave	2:58 PM
6:48 AM	3141 22nd Ave S	2:56 PM
6:49 AM	3112 22nd Ave S	
6:51 AM	3201 Longfellow Avenue	3:00 PM
6:52 AM	3232 Longfellow Avenue	3:01 PM
6:53 AM	3121 Cedar Avenue South	
6:55 AM	2909 17th Avenue South	2:50 PM
6:56 AM	18th Ave S & E 29th St (WSW)	2:50 PM
6:58 AM	2944 Cedar Ave S / 2944 Cedar Avenue South	2:48 PM
6:59 AM	3016 Cedar Ave S / 3016 Cedar Avenue South	2:52 PM
7:01 AM	3021 Longfellow Ave	2:54 PM
7:10 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

BUS 6

Time: 0:36 AM/0:34 PM Distance: 8.02 mi AM/7.03 mi PM Students: 26 AM/26 PM

AM		PM
6:34 AM	4831 Portland Ave S	3:14 PM
6:36 AM	4601 5th Avenue South	3:12 PM
6:38 AM	4037 5th Ave S	3:10 PM
6:39 AM	4015 5th Ave S	3:09 PM
6:41 AM	4029 Park Ave S	3:07 PM
6:42 AM	3948 Oakland Ave S	
6:44 AM	3818 Chicago Ave S	3:05 PM
6:46 AM	3705 Chicago Ave S	3:05 PM
6:48 AM	3520 12th Ave	3:02 PM
6:50 AM	3532 Columbus Ave S	3:00 PM
6:52 AM	3444 Oakland Ave	2:56 PM
6:54 AM	3552 Portland Ave S	2:57 PM
6:55 AM	3600 Portland Ave S / 3602 Portland Ave S	2:57 PM
6:58 AM	618 33rd St E	2:54 PM
6:59 AM	3241 Elliot Ave	2:53 PM
7:00 AM	3145 Elliot Ave S	2:52 PM
7:01 AM	3125 10th Ave S	2:50 PM
7:03 AM	3112 13th Ave S	2:48 PM
7:10 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

BUS 7

Time: 0:40 AM/0:29 PM Distance: 6.03 mi AM/5.70 mi PM Students: 20 AM/22 PM

AM		PM
6:30 AM	4031 2nd Ave S	
6:31 AM	3925 2nd Ave S	3:09 PM
6:33 AM	3829 Clinton Ave S	3:08 PM
6:35 AM	3748 3rd Ave S	3:07 PM
6:36 AM	3644 3rd Ave S	
6:37 AM	3448 3rd Avenue S	3:05 PM
6:38 AM	3344 / 3343 3rd Ave S	3:03 PM
6:39 AM	3332 Clinton Ave	
6:42 AM	3228 5th Ave S	2:55 PM
6:43 AM	3245 4th Ave S	2:56 PM
6:45 AM	215 32nd St E	3:00 PM
6:45 AM	3145 3rd Ave S	2:59 PM
6:46 AM	3041 3rd Ave S	2:57 PM
6:48 AM	31st St E & Portland Ave S	
2:53 PM		
6:48 AM	3103 Portland Ave S	
6:49 AM	3137 Columbus Ave S	2:51 PM
6:51 AM	3030 Columbus Ave S	2:51 PM
6:53 AM	3012 Park Ave S	2:49 PM
6:55 AM	3034 Chicago Avenue	2:48 PM
7:10 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

BUS 8

Time: 0:43 AM/0:44 PM Distance: 10.45 mi AM/8.83 mi PM Students: 32 AM/45 PM

AM		PM
6:27 AM	3501 Emerson Ave S	3:24 PM
6:31 AM	3808 Blaisdell Ave S	3:20 PM
6:33 AM	3924 Stevens Ave S	3:17 PM
6:36 AM	3407 Nicollet Ave	3:11 PM
6:39 AM	3230 Nicollet Ave	3:04 PM
6:40 AM	3408 Stevens Ave S	3:13 PM
6:41 AM	3540 Stevens Ave S	
6:43 AM	3517 1st Ave S	3:10 PM
6:44 AM	3430 1st Ave S	3:14 PM
	3403 Blaisdell Ave S	3:07 PM
	3334 Blaisdell Ave S	3:06 PM
	3541 1st Ave S	3:09 PM
6:45 AM	3444 Nicollet Ave	3:07 PM
6:49 AM	3201 Harriet Ave S	3:01 PM
6:50 AM	3130 Pillsbury Ave	3:00 PM
6:52 AM	29th Ave W & Pleasant Ave S	2:57 PM
6:53 AM	118 W 29th St	2:58 PM
6:56 AM	2829 Stevens Ave S	2:54 PM
7:00 AM	2732 2nd Ave S	2:52 PM
7:01 AM	2638 Stevens Ave S	2:51 PM
7:10 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

BUS 9

Time: 0:41 AM/0:40 PM Distance: 7.66 mi AM/7.65 mi PM Students: 35 AM/40 PM

AM		PM
6:29 AM	2200 Blaisdell Ave S	3:18 PM
6:30 AM	2312 1st Ave S	3:20 PM
6:32 AM	11 E 25th St	3:16 PM
6:35 AM	2924 3rd Ave S	3:13 PM
	2809 Oakland Ave S	3:10 PM
6:37 AM	2945 Oakland Ave S	3:09 PM
6:40 AM	2644 Chicago Ave S	3:06 PM
6:41 AM	2718 Chicago Ave S	3:07 PM
6:42 AM	2442 Oakland Ave S	2:59 PM
6:43 AM	2218 Oakland Ave S	3:00 PM
6:44 AM	22nd St E & Park Ave	3:01 PM
6:46 AM	2104 Portland Ave S	3:03 PM
6:49 AM	2110 10th Ave S	2:54 PM
6:50 AM	917 E 21st St	2:55 PM
6:51 AM	1927 Elliot Ave S	2:56 PM
6:53 AM	2420 12th Ave S	2:53 PM
6:53 AM	2539 12th Ave S	2:51 PM
6:55 AM	2619 13th Ave S	2:48 PM
6:56 AM	2529 13th Ave S	2:49 PM
6:56 AM	2521 13th Ave S	2:49 PM
6:56 AM	2514 13th Ave S	
6:57 AM	2441 13th Ave S	
7:10 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

BUS 10

Time: 0:35 AM/0:38 PM Distance: 6.35 mi AM/7.25 mi PM Students: 22 AM/27 PM

AM		PM
6:35 AM	1530 6th St S	3:10 PM
6:36 AM	1601 S 4th St	3:11 PM
6:41 AM	1501 11th Ave S	3:16 PM
6:44 AM	629 15th St E	3:18 PM
6:47 AM	1817 14th Ave S	3:03 PM
	1308 23rd St E	3:01 PM
	13th Ave S & 23rd St E	
	3:01 PM	
6:50 AM	2109 Bloomington Ave S	2:59 PM
6:51 AM	2215 16th Ave S	2:57 PM
6:51 AM	2323 16th Ave S	2:58 PM
6:52 AM	2216 17th Ave S	2:56 PM
6:53 AM	1908 E 26th St	2:44 PM
6:54 AM	2626 Longfellow Ave	2:45 PM
6:56 AM	2723 Cedar Ave S	
6:58 AM	2625 18th Ave S	2:49 PM
6:59 AM	2600 S 18th Ave	
7:00 AM	2501 17th Ave S	2:53 PM
7:01 AM	2608 S 17th Ave	2:52 PM
7:03 AM	2706 Cedar Ave S	2:46 PM
7:10 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

BUS 10

Time: 0:32 AM/0:34 PM Distance: 5.29 mi AM/4.93 mi PM Students: 45 AM/46 PM

AM		PM
6:28 AM	3052 16th Ave S	3:06 PM
6:29 AM	3108 Bloomington Ave S	3:09 PM
6:30 AM	3338 Bloomington Ave S	
6:31 AM	3424 Bloomington Ave S	
6:34 AM	3108 15th Ave S	3:12 PM
6:34 AM	3101 15th Ave S	3:12 PM
6:35 AM	3041 15th Ave S	3:13 PM
6:35 AM	3024 15th Ave S	3:13 PM
6:36 AM	3002 15th Ave S	3:14 PM
6:38 AM	2907 12th Ave S	3:03 PM
6:39 AM	2719 12th Ave S	3:02 PM
6:40 AM	2749 13th Ave S	3:01 PM
6:41 AM	2813 13th Ave S	3:00 PM
6:42 AM	1403 28th St E	2:58 PM
6:44 AM	2727 Bloomington Ave S	2:55 PM
6:46 AM	2704 16th Ave S	2:49 PM
6:47 AM	2628 Bloomington Ave S	2:47 PM
6:49 AM	2747 S 15th Ave	2:56 PM
6:49 AM	2810 15th Ave S	2:57 PM
6:51 AM	2908 Bloomington Ave S	2:51 PM
6:52 AM	2926 16th Ave S	2:52 PM
6:53 AM	2908 16th Ave S	2:53 PM
6:54 AM	2845 Bloomington Ave S	2:54 PM
6:55 AM	2824 16th Ave S	
7:00 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

BUS 12

Time: 0:48 AM/0:51 PM Distance: 15.69 mi AM/15.94 mi PM Students: 21 AM/21 PM

AM**PM**

6:22 AM	9306 Elliot Ave S	3:31 PM
6:26 AM	8901 Old Cedar Ave S	3:27 PM
6:31 AM	8121 Portland Ave S	
6:34 AM	8015 13th Ave S	3:22 PM
6:38 AM	716 E 78th St	3:18 PM
6:39 AM	711/701 E 77th St / 7644 Columbus Ave S	3:17 PM
6:45 AM	6441 14th Ave S	3:10 PM
6:51 AM	5900 28th Ave S	3:03 PM
6:54 AM	5717 31st Ave S	3:00 PM
6:56 AM	5733 Bossen Terrace	2:58 PM
	5745 33rd Ave S	2:57 PM
6:58 AM	5428 Nokomis Ave S	2:54 PM
7:10 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

VAN 1

Time: 0:21 AM/0:22 PM Distance: 14.15 mi AM/14.16 mi PM Students: 3 AM/2 PM

AM

6:39 AM

5900 63rd Ave N

PM

3:02 PM

7:00 AM

Aurora Charter School / 2101 E 26th St

2:40 PM

VAN 2

Time: 0:23 AM/0:24 PM Distance: 9.40 mi AM/9.38 mi PM Students: 5 AM/5 PM

AM

6:37 AM

501 Mill St NE

PM

3:04 PM

6:47 AM

2600 Murray Ave

2:55 PM

6:51 AM

1810 Hayes St NE

2:50 PM

7:01 AM

Aurora Charter School / 2101 E 26th St

2:40 PM

VAN 3

Time: 0:09 AM/0:09 PM Distance: 2.65 mi AM/2.59 mi PM Students: 2 AM/2 PM

AM

6:51 AM

3534 Portland Ave S

PM

2:49 PM

7:00 AM

Aurora Charter School / 2101 E 26th St

2:40 PM

VAN 4

Time: 0:25 AM/0:10 PM Distance: 8.66 mi AM/2.84 mi PM Students: 3 AM/3 PM

AM

PM

6:45 AM	7244 Portland Ave S	
	3636 4th Ave S	2:50 PM
7:10 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

VAN 5

Time: 0:30 AM/0:23 PM Distance: 10.92 mi AM/10.87 mi PM Students: 4 AM/3 PM

AM

PM

6:30 AM	671 American Boulevard E	3:03 PM
6:35 AM	7301 Grand Ave S	
6:40 AM	6140 Nicollet Ave S	2:55 PM
7:00 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

VAN 6

Time: 0:35 AM/0:27 PM Distance: 15.53 mi AM/14.91 mi PM Students: 4 AM/4 PM

AM

PM

6:35 AM	607 70th Ave N / 604 69th Ave N	2:58 PM
6:43 AM	2818 Northway Dr	3:07 PM
7:10 AM	Aurora Charter School / 2101 E 26th St	2:40 PM

Primary Transportation Services

Daily Cost Per Bus/Route: **2019-2020** **2020-2021** **2021-2022**

84 Passenger Buses			
72 Passenger Buses			
48 Passenger Buses			
36 Passenger Buses			
35 and under Passenger Buses			
Van			
Other Option (please specify):			

If bus size is not used by the Contractor, please write N/A.

Extracurricular Transportation Services

Daily Cost Per Bus/Route: **2019-2020** **2020-2021** **2021-2022**

Field Trips			
Athletic Events			
Student Activities			

Name of Contractor

Authorized Signature

Date

CERTIFICATION OF PROPOSAL

I (We) have read the Aurora Charter School (ACS) Request for Proposal (RFP) and fully understand its intent. I (We) certify that I (we) have adequate personnel and resources to fulfill the proposal requirements.

I (We) further understand that our ability to meet the criteria and provide the required services shall be judged solely by ACS. I (We) further understand that our ability to meet the criteria and provide the required services shall be judged solely by ACS. I (We) further certify that, since the receipt of this RFP, no contact, discussion, or negotiation has been made nor will be made regarding this proposal with any ACS employee or Board Member other than the listed contact person in the RFP. I (We) understand that any such contact could disqualify the proposal.

I (We) certify that all attachments and addenda contained herein shall be considered part of the entire RFP and that the complete documents submitted shall be considered a legally binding document.

Submitted by:

Proposer's Name

Authorized Signature

Title

Telephone

Date

THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR RESPONSE.

Unsigned responses will not be considered.

NON-COLLUSION AFFIDAVIT

State of _____:

County of _____:

I state that I am _____ of _____
(Title) (Name of Firm)

and that I am authorized to make this affidavit on behalf of my firm, and its owners, shareholders, principals, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this RFP response.

I hereby certify that:

- (1) The price(s) and amount(s) of this RFP response have been arrived at independently and without consultation, communication or agreement with any other Vendor.
- (2) Neither the price(s) nor the amount(s) of this RFP response, and neither the approximate price(s) nor approximate amount(s) of this RFP response, have been disclosed to any other firm or person who is a Vendor or potential Vendor, and the price(s) and/or amount(s) will not be disclosed before RFP response opening.
- (3) No attempt has been made or will be made to induce any other firm or person to refrain from RFP responding on this contract, or to refrain from submitting a RFP response higher than this RFP response, or to submit any intentionally high or noncompetitive RFP response or other form of complementary or bogus RFP response.
- (4) The RFP response of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any other firm or persons to submit an intentionally high or noncompetitive RFP response or other form of complementary or bogus RFP response.

(5) _____, its affiliates, subsidiaries,
(Name of my firm)

shareholders, principals, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction involving conspiracy or collusion with respect to RFP responding on any public contract, except as follows:

Appendix D (continued)

I further certify that _____ understands,
(Name of my firm)

acknowledges, and agrees that the above representations are material and important, and will be materially relied upon by ACS in awarding the contract(s) for which this RFP response is submitted. I understand and agree, and my firm understands and agrees, that any misstatement in this affidavit is and shall be treated as fraudulent concealment from ACS of the true facts relating to the submission of RFP responses for this contract.

(Name and Company Position)

SWORN TO AND SUBSCRIBED BEFORE ME THIS ____ DAY OF _____, 2018

_____ My Commission Expires:
Notary Public

THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR RESPONSE.
Unsigned responses will not be considered.

VENDOR STATEMENT OF QUALIFICATIONS

Please provide written responses to the following questions. If the answer to any of the questions is "Yes", Vendor shall describe fully the circumstances, reasons therefore, the current status, and ultimate disposition of each matter that is the subject of this inquiry.

1. Has Vendor been declared in default of any contract? ___ Yes ___ No
2. Has Vendor forfeited any payment of performance bond issued by a surety company on any contract? ___ Yes ___ No
3. Has an uncompleted contract been assigned by Vendor's surety company on any payment of performance bond issued to Vendor arising from its failure to fully discharge all contractual obligations there under? ___ Yes ___ No
4. Within the past three (3) years, has Vendor filed for reorganization, protection from creditors, or dissolution under the bankruptcy statutes? ___ Yes ___ No
5. Is Vendor now the subject of any litigation in which an adverse decision might result in a material change in the firm's financial position or future viability? ___ Yes ___ No
6. Is Vendor currently involved in any state of a fact-finding, negotiations, or resistance to a merger, friendly acquisition, or hostile take-over, either as a target or as a pursuer? ___ Yes ___ No
7. License Sanctions: List any regulatory or license agency sanctions. LPPACS may perform a background check on respondent with all state and regulatory agencies.

_____ Authorized Representative's Signature

_____ Company Name

THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR RESPONSE.

Unsigned responses will not be considered.