



Douglas Public Schools

21 Davis Street, Douglas, MA 01516 (508) 476-7901 FAX (508) 476-4423 www.douglasps.net

Paul D. Vieira, Ed.D., Superintendent of Schools
John Calabresi, Director of Technology Cortney Keegan, Business & Operations Manager
Cindy Socha, Curriculum Director Tara Sobaleski, Director of Special Education & Student Support Services

School Committee Agenda Item Summary

Date: April 6, 2022
Prepared by: Cortney Keegan, Business & Operations Manager *CK*
Reviewed by: Paul Vieira, Superintendent *✓*
Subject: School Bus Transportation Services Invitation for Bids (IFB) & Contract

Background

The district issued an Invitation for Bids (IFB) for school bus transportation services for in district regular and special education students with bid proposals due March 29, 2022 at 10:00 a.m. The IFB was advertised as required on the state's Goods and Services Bulletin, CommBuys (part of the state's Operational Services Division), Worcester Telegram & Gazette, the Town Clerk's Office, Central Office, and the school district Website.

Discussion/Analysis

Eight (8) vendors were sent or requested the bid document. Some were bus fleet sales companies. Only one (1) bid was received from Tellstone & Son, Inc. who is our current vendor. Getting only one vendor to bid for school bus transportation services has been typical for most bus bid procurements. Tellstone has been with the district for many years and has provided excellent service to the district and our students over those years. We are very pleased to have them for our vendor over the next three years (and possibly up to five years).

Financial Impact

The following was the bid proposal for July 1, 2022 – June 30, 2025:

FY 2023	\$1,126,800	increase of 3.30% over FY 2022
FY 2024	\$1,165,500	increase of 3.43% over FY 2023
FY 2025	\$1,215,900	increase of 4.32% over FY 2024
Grand Total	\$3,508,200	

The bus per day add/delete for a 71 passenger bus increases are 3.41%/3.30%/4.26%, respectively. The district also has the option to exercise, at our discretion, two additional extension years. The bid price increases for those years are 6.14%/3.97%, respectively.

Recommendation

If the School Committee is in agreement, the following motion is recommended for approval:

MOVE to approve school bus transportation services bid and contract to Tellstone & Son, Inc. beginning July 1, 2022 through June 30, 2025, with an option to renew for two additional years pursuant to the Invitation for Bids proposal of March 29, 2022 made by Tellstone & Son, Inc. for the grand total amount of \$3,508,200 for the three(3) year contract.

Attachments

Tellstone & Son, Inc. Bid Proposal Form

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DOUGLAS PUBLIC SCHOOLS

BID PROPOSAL FORM

Three year contract, July 1, 2022 to June 30, 2025 with an option to renew for two additional years at the district's sole discretion. All bids must represent firm bid prices for the term of the contract and extension, if exercised by the district.

	FY 2023 7/1/22-6/30/23	FY 2024 7/1/23-6/30/24	FY 2025 7/1/24-6/30/25
A. Regular Transportation, <u>\$ 1,126,800</u> (180 student days per school year)		<u>\$1,165,500</u>	<u>\$1,215,900</u>
TOTAL COST REGULAR TRANSPORTATION (FY2023 – FY2025)			<u>\$ 3,508,200</u>

	FY 2026 7/1/25-6/30/26	FY 2027 7/1/26-6/30/27
B. Extension (District's Option) Regular Transportation	<u>\$ 1,290,600</u>	<u>\$ 1,341,900</u>

	FY 2023 7/22-6/23	FY 2024 7/23-6/24	FY 2025 7/24-6/25	FY 2026 7/25-6/26	FY 2027 7/26-6/27
C. Special Event and/or Athletic Transportation					
1. Mileage Charge	<u>5</u>	<u>5</u>	<u>5</u>	<u>6</u>	<u>6</u>
2. Minimum Trip Charge	<u>400</u>	<u>420</u>	<u>440</u>	<u>450</u>	<u>475</u>
3. Wait Time Charge	<u>90</u>	<u>95</u>	<u>100</u>	<u>105</u>	<u>120</u>

	FY 2023 7/22-6/23	FY 2024 7/23-6/24	FY 2025 7/24-6/25	FY 2026 7/25-6/26	FY 2027 7/26-6/27
D. Add or Deduct Cost/Vehicle					
71 Passenger Bus	<u>455</u>	<u>470</u>	<u>490</u>	<u>520</u>	<u>540</u>
47 Passenger Bus	<u>455</u>	<u>470</u>	<u>490</u>	<u>520</u>	<u>540</u>
12 Passenger Bus (with 2 wheel chairs)	<u>450</u>	<u>465</u>	<u>485</u>	<u>515</u>	<u>535</u>
8 Passenger 7D Van	<u>340</u>	<u>360</u>	<u>380</u>	<u>405</u>	<u>430</u>
Cost of Bus Monitor (if requested)	<u>110</u>	<u>125</u>	<u>140</u>	<u>160</u>	<u>180</u>

Name of Individual/Corporate Name Tellstone & Son, Inc.

Address 76 Mendon Street Blackstone, Ma. 01504

Signature of Individual/Corporation 