

Worcester Public Schools  
2020-2022 Student Transportation Contract  
Proposed Bid Specification Change Summary Sheet

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1	for a five-year period beginning the First Day of Summer School 2015 and ending on the last school day of June 2020.	for two-year period with an optional third year at the sole discretion of the Worcester Public Schools beginning the First Day of Summer School 2020 and ending on the last school day of June 2022 or as extended by the written decision of the Worcester Public Schools to the last day of school of June 2023.
1	<b>New Language</b>	<p>Providing student transportation services to and from school. For the purposes of these specifications, transportation services for “to and from” school is defined as the following:</p> <ul style="list-style-type: none"> <li>• 180 pupil session days (2020-2021 school calendar enclosed)</li> <li>• For all delivery of students to school within the timeframe of 7:05am-9:30am, including all necessary travel time to the first scheduled student pick-up time</li> <li>• For all delivery of students from school within the school departure timeframe beginning at 12:55pm and last school departure time at 4:10pm, or last scheduled school departure time, including all necessary travel to the final scheduled student drop-off time.</li> </ul>
1	A "large" vehicle is a school bus with a 13 inch seating capacity of seventy-one (71) passengers and over. All Large Vehicles must be of a Type-D design.	A "large" vehicle is a school bus with a 13 inch seating capacity of seventy-one (71) passengers and over.
1-2	A "wheelchair" vehicle is a school bus with a minimum of four (4) adjustable tie-downs, a minimum capacity of four (4) walk-ons and a hydraulic lift for boarding and discharging wheelchair pupils. Pupils/wheelchairs must be secured in a forward-facing position. All wheelchair buses must contain a fire blanket as per	A "wheelchair" vehicle is a school bus with a minimum of four (4) adjustable tie-downs, a minimum capacity of four (4) walk-ons and a hydraulic lift or retractable ramp for boarding and discharging wheelchair pupils. Pupils/wheelchairs must be secured in a forward-facing

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	the specification in Appendix A.	position. All wheelchair buses must contain a fire blanket as per the specification in Appendix A.
2	<p>Upon award of the contract, the successful bidder must provide the City of Worcester proof of performance bond for 100% of the annual contract value on the following dates:</p> <p>Within 30 days of contract execution: for the periods July 1, 2015-June 30, 2016 and July 1, 2016-June 30, 2012.</p> <p>By July 1, 2016: for the period of July 1, 2017 to June 30, 2018  By July 1, 2017: for the period of July 1, 2018 to June 30, 2019  By July 1, 2018: for the period of July 1, 2019 to June 30, 2020</p>	<p>Within 30 days of contract execution, the successful bidder must provide the City of Worcester Purchasing Director proof of performance bond from an acceptable surety company for 100% of the annual contract value for the two years covering the First Day of Summer School 2020 and ending on the last school day of June 2022. Within 30 days upon the written decision of the Worcester Public Schools to extend the contract for a period of one year, the performance bond shall be provided for the final year.</p>
3	<p>Upon award of the contract, the contractor shall deposit with the City of Worcester Purchasing Director, certificates from an insurer to the effect that the insurance policies required in the below Insurance section have been issued to the Contractor. The certificates must be on a form satisfactory to the Worcester Public Schools. Actual policy represented by certificate must be filed with the City of Worcester Purchasing Director within 30 days of signing resulting contract.</p>	<p>Upon award of the contract, and by the first day of each subsequent contract year, the contractor shall deposit with the City of Worcester Purchasing Director, certificates from an insurer to the effect that the insurance policies required in the below Insurance section have been issued to the Contractor. The certificates must be on a form satisfactory to the Worcester Public Schools.</p>
	<p>The Contractor shall maintain vehicles according to a planned preventative maintenance program. Evidence of such plan, satisfactory to the Worcester Public Schools, shall be presented upon contract award and updated and submitted to the Worcester Public Schools Director of Transportation annually by September 1 thereafter.</p>	<p><b>Language Eliminated</b></p>
3-4	<p>Contract will be awarded for five school years, beginning on the first day of summer school June 2015 and ending on the last regular school day of June 2020.</p>	<p>Contract will be awarded for a two-year period with an optional third year at the sole discretion of the Worcester Public Schools beginning the First Day of Summer School 2020, which may be before July 1, 2020, and ending on the last school day of June 2022 or as extended by the written decision of the Worcester Public Schools to the last day of school of June 2023.</p> <p>The Worcester Public Schools will make the determination</p>

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		of the extension of the contract for the 2022-2023 school year no later than October 1, 2021. By November 1, 2021, the Contractor will furnish proof of performance bond from an acceptable surety company for 100% of the annual contract value for the final year of the contract ending in June 2023. Failure of the Contractor to provide said performance bond may result in the revocation of the extension of the contract.
4	No vehicle to be used in fulfilling the terms of this agreement shall be more than 10 years old, or show more than 150,000 miles on its odometer at any time during the life of this contract. However, the average age of the vehicle fleet shall not be greater than six (6) years. When the term "year" is used it is understood that "model year" is intended in defining the age of the bus.	No vehicle to be used in fulfilling the terms of this agreement shall be more than 10 years old, or show more than 150,000 miles on its odometer at any time during the life of this contract. However, the average age of the vehicle fleet shall not be greater than six (6) years. When the term "year" is used it is understood that "model year" is intended in defining the age of the bus, as per the manufacturer installed label, which includes model year and label. Examples of these manufacturer labels are included Annex B.
5	All mid-size and wheelchair vehicles, <b>as well as twelve (12) of the large buses</b> , used in accordance with this contract must be equipped with an integrated child restraint in each seat to accommodate children up to 50 pounds. The installed seats must be equal to or exceed the specifications of the C.E. White integrated school bus seat or the Collins DuraStraint integrated school bus seat. All restraints must be in good working order. All vehicles are subject to inspection at any time by an authorized representative of the Worcester Public Schools.	All mid-size and wheelchair vehicles, used in accordance with this contract, must be equipped with an integrated child restraint in each seat to accommodate children up to 50 pounds. The installed seats must be equal to or exceed the specifications of the C.E. White integrated school bus seat or the Collins DuraStraint integrated school bus seat. All restraints must be in good working order. All vehicles are subject to inspection at any time by an authorized representative of the Worcester Public Schools.
	All diesel vehicles used in connection with the contract must use electric block heaters or other mechanical means when outside temperatures reach freezing or below.	<b>Language Eliminated</b>
5	The Contractor shall ensure that all vehicles are equipped with drop-down tire chains (On-Spot or Insta-Chain) for use when road conditions require their use. All tire chains must be installed on vehicles used in connection with this contract by October 15, 2015.	The Contractor shall ensure that all vehicles are equipped with drop-down tire chains (On-Spot Insta-Chain, or approved equal) for use when road conditions require their use.
5-6	Written reports of conditions of buses, as determined at the time	Written reports of conditions of buses, as determined at the

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	of inspection, to be held the first week of January, March, May, August, and November, shall be presented to the Superintendent of Schools or her designee no later than ten (10) working days following the date of each inspection.	time of inspection by the Massachusetts Registry of Motor Vehicles or appropriate state inspection authority, shall be presented to the Superintendent of Schools or designee no later than ten (10) working days following the date of each inspection.
6	The contractor must supply the Worcester Public Schools with three programmed two-way radios (portable hand held with charger and extra battery per unit) with all frequencies used in connection with the operation of this contract.	Upon award of this contract, the contractor must supply the Worcester Public Schools with eight new programmed two-way radios (portable hand held with charger and extra battery per unit) with all frequencies used in connection with the operation of this contract.
6	The contractor shall provide a detailed description of each vehicle to be used in connection with the contract. The description shall include manufacturer, manufacturer model number, year of manufacture, present mileage, seating capacity, and present condition. The Worcester Public Schools reserves the right to reject any unacceptable vehicle. The contractor must submit annual updated documentation to the Worcester Public Schools Director of Transportation identifying and detailing composition of the fleet to be used as of each of the following dates: a) August 1, 2015 b) August 1, 2016 c) August 1, 2017 d) August 1, 2018 e) August 1, 2019.	The contractor shall provide a detailed description of each vehicle to be used in connection with the contract. The description shall include manufacturer, manufacturer model number, year of manufacture, present mileage, seating capacity, and present condition. The Worcester Public Schools reserves the right to reject any unacceptable vehicle. The contractor must submit annual updated documentation to the Worcester Public Schools Director of Transportation identifying and detailing composition of the fleet to be used as of each of the following dates: a) August 1, 2020 b) August 1, 2021 c) August 1, 2022 if contract is extended for a one year period, or within 72 hours upon addition or deletion from the fleet.
7	The video system shall be supplied, installed and fully operable by August 20, 2015.	The video system shall be supplied, installed and fully operable before the vehicle is used in connection with this contract.
7	The real time GPS system shall be supplied, installed and fully operable by August 20, 2015.	The real time GPS system shall be supplied, installed and fully operable in all vehicles before the vehicle is used in connection with this contract.
7	The Contractor agrees to assign a representative acceptable to the Worcester Public Schools who shall be available to the School Administration for the purpose of conferences and consultations with a representative from the School Administration relative to bus schedules, bus routes, bus stops, pupil behavior, and other related matters.	The Contractor agrees to assign a full time representative acceptable to the Worcester Public Schools to each site to which school bus drivers and/or monitors report daily. This (These) representative(s) are responsible for the terminal operations, including, but not limited to supervising dispatchers, safety trainers / supervisors, drivers, and

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		monitors and shall be available to the School Administration for the purpose of conferences and consultations with a representative from the School Administration relative to bus schedules, bus routes, bus stops, pupil behavior, and other related matters. This (these) representative(s) shall not also perform any of these other duties without the express written prior approval of the Worcester Public Schools Transportation Director or designee.
8	The Contractor agrees to submit written health record reports on physical condition and freedom from tuberculosis of the drivers and monitors; and agrees to list name and the experience of drivers. Such a list to be updated annually and provided to the Director of Transportation.	The Contractor agrees to submit written health record reports on physical condition and freedom from tuberculosis of the drivers and monitors; and agrees to list name and the experience of drivers. Such a list to be updated by August 1 annually, or prior to being placed into service during the school year, and provided to the Director of Transportation.
8	Bus monitors and drivers are required to be trained annually in immediate first aid, including but not limited to, CPR, EPI pen administration, and Crisis Prevention Institute (nonviolent prevention training). The Contractor shall provide acceptable documentation to the Worcester Public School that such annual training was provided.	Bus monitors and drivers are required to be trained annually, before the first day of school or prior to being placed into service, in immediate first aid, including but not limited to, CPR, EPI pen administration, and Crisis Prevention Institute (nonviolent prevention training). The Contractor shall provide acceptable documentation to the Worcester Public School that such annual training was provided.
	The contractor shall operate with an available reserve of not less than five qualified substitute bus drivers to be on site at all times.	<b>Language Eliminated</b>
10	No Special Education pupil will be dropped at a home that shows no evidence of a parent, guardian, or other supervising person. In the event a Special Education student cannot be dropped at home, the Director of Transportation will be notified immediately.	No Special Education pupil will be dropped at a home that shows no evidence of a parent, guardian, or other supervising person. In the event a Special Education student cannot be dropped at home, the Director of Transportation will be notified immediately.  Students must be picked up and/or dropped off at stop locations authorized only by the Director of Transportation of the Worcester Public Schools or designee.
10	The Contractor agrees to make available, at the Contractor's	The Contractor agrees to make available, at the

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	expense, a bus to be brought to each school for use in bus evacuation drills as required by M.G.L. Ch. 90.	Contractor's expense, a bus to be brought to each school for use in bus evacuation drills as required by M.G.L. Ch. 90. All evacuation drills will be performed by a Contractor's licensed school bus driver.
10	that there will be no smoking or use of tobacco products by the drivers or monitors at any time while on the school bus or while on any grounds owned or leased by the Worcester Public Schools;	that there will be no smoking, vaping or use of tobacco products by the drivers or monitors at any time while on the school bus or while on any grounds owned or leased by the Worcester Public Schools;
11	that Chapter 90, Section 17 will be met --No persons shall operate a vehicle at a rate of speed exceeding posted limits.	that Chapter 90, Section 17 will be met -- that drivers must be operated a proper and reasonable speed not to exceed the posted speed limit.
11	Attention of all bidders is directed to the wage rates as determined by the Department of Labor and Workforce Development's Division of Occupational Safety to be paid to School Bus Drivers employed under the provisions of Chapter 71, Section 7A, as amended. This rate constitutes the minimum wage rate, and does not supersede or preempt higher rates that may result from collective bargaining agreements or individual employment contracts.	Attention of all bidders is directed to the wage rates as determined by the Department of Labor and Workforce Development's Division of Occupational Safety to be paid to School Bus Drivers employed under the provisions of Chapter 71, Section 7A, as amended. This rate constitutes the minimum wage rate, and does not supersede or preempt higher rates that may result from collective bargaining agreements or individual employment contracts.  On a weekly basis, every contractor and subcontractor is required to submit a certified copy of their weekly payroll records to the awarding authority; this includes the payroll forms and the Statement of Compliance form. The certified payroll records must be submitted either by regular mail or by e-mail to the awarding authority. Once collected, the awarding authority is required to preserve those records for three years from the date of completion of the project.
13	During the 2014-2015 school year, the Worcester Public Schools are expected to employ the following buses: <ul style="list-style-type: none"> <li>• 96 large vehicles</li> <li>• 31 mid-size vehicles</li> <li>• 20 wheelchair vehicles</li> </ul> Included in this total, the Head Start program is expected to utilize 6 of the large vehicles during the 2014-2015 school year to transport approximately 250 students.	During the 2020-2021 school year, the Worcester Public Schools are expected to employ the following buses: <ul style="list-style-type: none"> <li>• 84 large vehicles</li> <li>• 31 mid-size vehicles</li> <li>• 20 wheelchair vehicles</li> </ul> In addition, charter school transportation may have

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	In addition, charter school transportation has required twenty additional days beyond the regular school year schedule utilizing ten large buses.	additional days beyond the regular school year schedule utilizing ten large buses.
13	<p>The total number of buses used during the duration of this contract is not expected to exceed the following:</p> <ul style="list-style-type: none"> <li>• 106 large vehicles</li> <li>• 40 mid-size vehicles</li> <li>• 25 wheelchair vehicles</li> </ul>	<p>The total number of buses used during the duration of this contract is not expected to exceed the following yearly:</p> <ul style="list-style-type: none"> <li>• 84 large vehicles</li> <li>• 31 mid-size vehicles</li> <li>• 21 wheelchair vehicles</li> </ul>
	The Head Start schedule may require an estimated 8 buses to run mid-day routes.	<b>Language Eliminated</b>
	The contractor shall have available and keep in reserve at all times five (5) large vehicles, four (4) mid-size vehicles, and two (2) wheelchair vehicles. Such buses shall comply with all provisions of these specifications.	<b>Language Eliminated</b>
14	The Contractor agrees that any bus that is 15 minutes late in its scheduled routing of pickup stops and/or arrival time to school will result in having a credit issued for the contract price for that bus on that day. Full credit will be issued for a bus which does not perform its scheduled runs on any given day. A 15 minute deviation from a scheduled run is considered non-performance.	The Contractor agrees that any bus that is 15 minutes or more late in its assigned routing of pickup stops and/or 15 minutes or more late on arrival time to school will result in having credit taken for 50% of the full contract price for that bus on that day for any morning routes that are late or do not operate and 50% of the full contract price for that bus on that day for any afternoon routes that are late or do not operate. Full credit will be issued for a bus which does not perform its scheduled runs on any given day. At no time shall the Contractor combine or substitute routes without the prior approval of the Director of Transportation of the Worcester Public Schools or designee. Any deviation from a scheduled run is considered non-performance and a full credit will be taken.