

GOODS AND SERVICES

Swedesboro-Woolwich Board of Education
Woolwich Township, New Jersey

**Bid Specifications
&
General Requirements
For**

Student Transportation Services – To/From School

Bid No: 2021-1

Thursday, August 20, 2020

Bid Opening Date

10:00 a.m.

Bid Opening Time

Bid Opening Location:

Swedesboro-Woolwich School District

Stratton School

15 Fredrick Blvd

Woolwich Township, NJ 08085

Christopher J. DeStratis
Business Administrator/Board Secretary

REQUEST FOR BIDS

Bid Advertisement

The Board of Education of the City of Woolwich Township, New Jersey, hereby advertises for competitive bids in accordance with N.J.S.A. 18A:18A-21(a) (b)

Bid No. 2021-1

Student Transportation Services – To/From School

All necessary bid specifications and bid forms may be secured upon written request to:

Christopher J. DeStratis
School Business Administrator/Board Secretary
Swedesboro-Woolwich Board of Education
15 Fredrick Boulevard
Woolwich Township, New Jersey
Fax: 856-467-7041
E mail cdestratis@swsdk6.com

<https://www.swedesboro-woolwich.com/Page/6517>

Bids must be sealed and delivered to the Business Office of the Swedesboro-Woolwich Board of Education **on or before** date and time indicated below. The envelope to bear the following information:

Title: **Student Transportation Services – To/From School**
Bid No.: **2021-1**
Name and Address of the Bidder
Date: **Thursday, August 20, 2020**
Time: **10:00 a.m.**

The bid opening process will begin on the above advertised date and time in the Main Office Conference Room. New Jersey Bids may also be submitted to the School Business Administrator/Board Secretary or his designee at the bid opening meeting, in the Board Meeting Room, prior to the advertised date and time. On the advertised date and time, the School Business Administrator/Board Secretary shall publicly receive and open all bids. **No bids shall be received after the time designated in the advertisement.** (N.J.S.A. 18A:18A-21(b)).

The Board of Education does not accept electronic (e-mail) submission of bids.

All bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq., Affirmative Action Against Discrimination and N.J.A.C. 17:27 et seq.

Each bid shall be accompanied by a bid bond, cashier's check or certified check made payable to the Swedesboro-Woolwich Board of Education, for ten percent (10%) of the amount of the total bid, however, not to exceed \$20,000.

Statement of Ownership Requirement: Pursuant to N.J.S.A. 52:25-24.2, Bidders shall submit a statement setting forth the names and addresses of all persons and entities that own ten percent or more of its stock or interest of any type at all levels of ownership.

A Non-Collusion Affidavit and a Contractor Questionnaire/Certification also must be filed with the bid. The bid package will also include other documents that must be completed and returned with the bid. Failure to comply with Instructions to Bidders and to complete and submit all required forms, may be cause for disqualification and rejection of the bid.

The Board of Education reserves the right to reject any or all bids pursuant to N.J.S.A. 18A:18A-2(s), (t), (x), (y), 18A:18A-4(a), 18A:18A-22, and to waive any informalities.

ETHICS IN PURCHASING

Statement to Vendors

School District Responsibility

Recommendation of Purchases

It is the desire of the Board of Education to have all Board employees and officials practice exemplary ethical behavior in the procurement of goods, materials, supplies, and services.

School district officials and employees who recommend purchases shall not extend any favoritism to any vendor. Each recommended purchase should be based upon quality of the items, service, price, delivery, and other applicable factors in full compliance with N.J.S.A. 18A:18A-1 et.seq.

Solicitation/Receipt of Gifts – Prohibited

School district officials and employees are prohibited from soliciting and receiving funds, gifts, materials, goods, services, favors, and any other items of value from vendors doing business with the Board of Education or anyone proposing to do business with the Board.

Vendor Responsibility

Offer of Gifts, Gratuities -- Prohibited

Any vendor doing business or proposing to do business with the Board of Education, shall neither pay, offer to pay, either directly or indirectly, any fee, commission, or compensation, nor offer any gift, gratuity, or other thing of value of any kind to any official or employee of the Board or to any member of the official's or employee's immediate family.

Vendor Influence -- Prohibited

No vendor shall cause to influence or attempt to cause to influence, any official or employee of the Board, in any manner which might tend to impair the objectivity or independence of judgment of said official or employee.

Vendor Certification

Vendors or potential vendors will be asked to certify that no official or employee of the Board of Education or immediate family members are directly or indirectly interested in this request or have any interest in any portions of profits thereof. The vendor participating in this request must be an independent vendor and not an official or employee of the Board of Education.

SWEDESBORO-WOOLWICH BOARD OF EDUCATION

TO: All Vendors

UNAUTHORIZED ORDERS

Official Notification

Authorized Purchases

The Swedesboro-Woolwich Board of Education only recognizes purchases made through the approved purchase order process. All purchases require a:

Written Purchase Order with authorized signatures and a Purchase Order Number.

Unauthorized Purchases

Any Board of Education employee who orders and/or receives any materials, supplies or services without first going through the approved purchase order process has made an unauthorized purchase.

Vendors' Responsibility

- **Do NOT Honor Requests!**

Vendors are not to honor or accept any requests for goods or services unless the vendor receives a **written purchase order** with **authorized signatures** and a **purchase order number**.

- **Contact the Business Office!**

Please alert Jaimie Zeidler at 856-241-1552 x1008 if any Board employee attempts to place an order without an authorized purchase order.

- **You will NOT Get Paid!**

The Swedesboro-Woolwich Board of Education will not be held responsible for any unauthorized orders or purchases.

Authorized Signatures

The Board of Education will only recognize purchase orders signed by:

Christopher DeStratis
School Business Administrator/Board Secretary

SWEDESBORO-WOOLWICH BOARD OF EDUCATION

SCHOOL ADDRESS LIST:

Margaret C. Clifford School
601 Auburn Avenue
Swedesboro, NJ 08085

Governor Charles C. Stratton School
15 Fredrick Boulevard
Woolwich Twp, NJ 08085

General Charles G. Harker School
1771 Oldmans Creed Road
Woolwich Twp, NJ 08085

Walter Hill School
1815 Kings Highway
Swedesboro, NJ 08085

2020-2021 SWEDESBORO-WOOLWICH SCHOOL CALENDAR

BOE Approved

M	T	W	Th	F
		1	2	
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JULY 2020
 3rd – Closed -Independence Day Observance
 21st – 23rd Administrative PD Retreat
 1 – 31 Summer hours M-Th, 8am to 3:30pm, closed Fridays

M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

AUGUST 2020
 18th – 20th New Teacher Orientation
 3 – 31 Summer hours M-Th 8am to 3:30pm, closed Fridays

M	T	W	Th	F
	1	2	3	4
	8-A	9-A	10-B	11-B
14-A	15-A	16-V	17-B	18-B
21-A	22-A	23-V	24-B	25-B
28-A	29-A	30-V		

SEPTEMBER 2020
 1st – 4th In-Service – Full Day Staff*
 *Paraprofessionals must attend 9/1 & 9/2
 7th – Closed – Labor Day
 8th- First school day Cohort A
 10th- First school day Cohort B
 15th – Clifford Back-to-School Night.
 17th – Stratton Back-to-School Night
 23rd- Hill Back-to-School Night.
 24th – Harker Back-to-School Night
 Student School Days – 17
 Teacher Days – 21

M	T	W	Th	F
			1-B	2-B
5-A	6-A	7-V	8-B	9-B
	13-A	14-A	15-B	16-B
19-A	20-A	21-V	22-B	23-B
26-A	27-A	28-V	29-B	30-B

OCTOBER 2020
 12th – Closed –Columbus Day
 Student School Days – 21
 Teacher Days – 21

M	T	W	Th	F
9-A	10-A	11-V	12-B	13-B
16-A	17-A	18-V	19-B	20-B
23-A	24-B	25-V	26-B	27-B
30-A				

NOVEMBER 2020
 2nd – 6th – Closed – Fall Recess
 20th–24th Parent Teacher Conferences/
 Early Dismissal Days
 23rd-Stratton & Hill Evening Conf.
 24th-Clifford & Harker Evening Conf.
 25th – Early Dismissal Students & Staff
 26th – 27th - Closed – Thanksgiving
 Student School Days – 14
 Teacher Days – 14

M	T	W	Th	F
	1-A	2-V	3-B	4-B
7-A	8-A	9-V	10-B	11-B
14-A	15-A	16-V	17-B	18-B
21-A	22-B	23-V	24-B	25-B

DECEMBER 2020
 23rd – Early Dismissal Students
 24th – 31st Closed – Winter Recess
 Student School Days – 17
 Teacher Days – 17

Students – 180

M	T	W	Th	F
4-A	5-A	6-V	7-B	8-B
11-A	12-A	13-V	14-B	15-B
	19-A	20-A	21-B	22-B
25-A	26-A	27-V	28-B	29-B

JANUARY 2021
 1st – New Year Observance
 18th – Closed – MLK Day
 Student School Days – 19
 Teacher Days – 19

M	T	W	Th	F
1-A	2-A	3-V	4-B	5-B
8-A	9-A	10-V	11-B	12-B
	16-A	17-A	18-B	19-B
22-A	23-A	24-V	25-B	26-B

FEBRUARY 2021
 15th – Closed – Presidents' Day
 Student School Days – 19
 Teacher Days – 19

M	T	W	Th	F
1-A	2-A	3-V	4-B	5-B
8-A	9-A	10-V	11-B	12-B
15-A	16-A	17-V	18-B	19-B
22-A	23-A	24-V	25-B	26-B

MARCH 2021
 18th – 19th Early student dismissal (invitation Only Parent Conferences)
 29th – 31st - Closed – Spring Recess
 Student School Days – 20
 Teacher Days – 20

M	T	W	Th	F
5-A	6-A	7-V	8-B	9-B
12-A	13-A	14-V	15-B	16-B
19-A	20-A	21-V	22-B	23-B
26-A	27-A	28-V	29-B	30-B

APRIL 2021
 1st – 2nd - Closed – Spring Recess
 Student School Days – 20
 Teacher Days – 20

M	T	W	Th	F
3-A	4-A	5-V	6-B	7-B
10-A	11-A	12-V	13-B	14-B
17-A	18-A	19-V	20-B	21-B
24-A	25-A	26-V	27-B	28-B

MAY 2021
 28th – Early Dismissal
 31st – Closed – Memorial Day
 Student School Days – 20
 Teacher Days – 20

M	T	W	Th	F
	1-A	2-A	3-B	4-B
7-A	8-A	9-V	10-B	11-B
14-A	15-A	16-V	17-B	18-B
21	22	23	24	25
28	29	30		

JUNE 2021
 16th–18th – Early Dismissal Students
 18th – Last Day-All Students
 21st- In-Service-Full Day Staff
 Student School Days –14
 Teacher Days--15
 Staff – 186
 Paraprofessionals –182**
 Only attend first 2 in service days

School Closed – Students and All Staff	In-Service-Full Day Staff – No Students	First/Last School Day – Students	6/21* Early Dismissal - Students	Early Dismissal
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Emergency School Closings will be made up virtually

SWEDESBORO-WOOLWICH BOARD OF EDUCATION

SCHOOL CALENDAR

To All Vendors:

Please refer to the School Calendar when preparing for delivery of goods and materials.
Custodians work every day regardless of whether it is a school day.

*See technical specifications for details of arrival and dismissal times.

ADVISORY INFORMATION FOR BIDDERS

1. PROMPTNESS OF BID SUBMITTAL

It is the responsibility of the bidder to ensure that their bid is presented in a sealed envelope at the District's Business Office, Office of the School Business Administrator/Board Secretary or designee, prior to the advertised bid date and time. The advertised bid date and time for this bid is on **Thursday, August 20, 2020 @ 10:00 a.m.** No bids shall be received after the time designated in the bid advertisement. No extensions or exceptions will be made. The Business Office is opened Monday through Friday from 8:00 am – 4:00 pm according to the school calendar and Monday through Thursday 8:00 am – 3:00 pm during the summer. Access to the Business Office may be delayed because of security clearance. Bidders may also submit bids to the School Business Administrator/Board Secretary or his designee at the bid opening meeting held in the Stratton School-Main Office Conference Room, 15 Fredrick Blvd, Woolwich Twp, New Jersey, prior to the advertised bid opening date and time. Once again, bids will not be received after the time designated in the advertisement.

2. PARKING

Parking is available at the Charles Stratton School, where the Administration offices are located.

3. MAIL

Mail is brought to the Board Offices in mailbags, approximately **12:00** pm each day. The mail is then sorted within the district system, by departments. The Business Office routinely receives its mail at approximately **1:00 pm.**

4. UPS / FED EX / AND OTHER EXPRESS DELIVERY SERVICES

Deliveries of this type usually begin at 11:00 a.m. These items are brought only to the receptionist at the main building entrance. The receptionist then calls the various departments with a request to pick up their items. There may be some delay in getting bids to the Business Office because of security clearance.

5. HAND DELIVER BIDS – SUGGESTED PRACTICE

Keeping the aforementioned items in mind, the Board suggests that bidders arrange to hand deliver their bid to the Business Office, and personally turn it in to the office of the School Business Administrator/Board Secretary before the advertised date and time. Please understand that bids arriving after the advertised bid date and time for any reason, cannot be accepted, opened or considered.

6. COVID-19 BID OPENING GUIDANCE

To ensure there is “**social distancing**” amongst all parties during the bid opening, the bid opening will be conducted in a large space on campus, to be determined. Attendees will be directed as they arrive. Please do not arrive to the building before 9:45am.

SWEDSBORO-WOOLWICH BOARD OF EDUCATION

BID CHECKLIST

A. Documents to be Returned with Bid

1. Acknowledgement of Addenda
2. Affirmative Action Questionnaire or Certificate of Employee Information Report stapled to Questionnaire
3. Bid Guarantee (Bid Bond, Cashier's Check, or Certified Check) (*Only if Required*)
4. Bid Proposal Form
5. Bidder Comment Form – Optional
6. Business Registration Certificate – New Jersey
7. Chapter 271 Political Contribution Disclosure Form
8. Contractor/Vendor Questionnaire / Certification
9. Iran - Disclosure of Investment Activities
10. Non-Collusion Affidavit
11. Statement of Ownership
12. Consent of Surety (including valid power of attorney and disclosure statement)
13. References from three comparable New Jersey School Districts
14. Equipment Specifications

The documents listed above when required, are to be submitted with the bid package. Failure to submit them may be cause for disqualification for being non-responsive pursuant to N.J.S.A. 18A:18A-2(y).

B. Reminder Checklist

As a courtesy, the Office of the School Business Administrator/Board Secretary has prepared this reminder checklist for items pertaining to this bid. The checklist is not considered to be all-inclusive. Bidders are to read and become familiar with all instructions outlined in the bid package.

<u>Item</u>	<u>Yes</u>	<u>No</u>
1. Have you verified your pricing to ensure accuracy?		
2. Have you answered questions fully and accurately?		
3. Have you signed all your documents (blue ink)? No facsimile signature.		
4. Have you prepared all documents for submission?		
5. Did you make a copy of the bid package for your records?		
6. Did you submit a Bid Guarantee and Consent of Surety?		
7. Did you correctly address the envelope? (Page 1 Item #2)		
8. Have you allowed ample time for the bid to reach the Business Office?		

Thank you.

GENERAL SPECIFICATIONS

Christopher J. DeStratis
Business Administrator/
Board Secretary

SWEDESBORO-WOOLWICH BOARD OF EDUCATION

Student Transportation Services – To/From School

INSTRUCTIONS TO BIDDERS

BIDS ARE

1. TO BE RETURNED TO:

Christopher J. DeStratis
School Business Administrator/Board Secretary
Swedesboro-Woolwich Board of Education
15 Fredrick Blvd
Woolwich Township NJ 08085

BY: 10:00 a.m. PREVAILING TIME

ON: Thursday, August 20, 2020

by mail, delivery service or in person. Bids that are submitted are to be sealed and will be unsealed and announced at the bid opening meeting.

2. Bids must be placed in a *sealed* envelope marked as shown below on the front of the envelope. Bidders should also keep a complete copy of the bid packet, exactly as submitted.

Envelope Label Information:

District :	<u>Swedesboro-Woolwich Board of Education</u>
Bid Number:	<u>2021-1</u>
Bid Title:	<u>Student Trans. Services – To/From School</u>
Bid Date:	<u>Thursday, August 20, 2020</u>
Bid Time:	<u>10:00 a.m.</u>
Bidder :	<u>Name of Company</u>
	<u>Address</u>
	<u>City, State Zip</u>

3. The Board of Education does not accept electronic (e-mail) submission of bids. **Failure to properly label the bid envelope may lead to the rejection of the bid.**

4. BID OPENING MEETING

All bids will be publicly received and unsealed by the School Business Administrator/Board Secretary opened in the Stratton School-Main Office Conference Room (or redirected to a larger space if needed), 15 Fredrick Blvd, Woolwich Twp, New Jersey, and read beginning at **10:00 a.m. on Thursday, August 20, 2020.** Bidders and/or their authorized agents, and the general public are invited to be present at the bid opening. It is the responsibility of each bidder to ensure that their bid is complete and presented to the School Business Administrator/Board Secretary prior to the advertised bid date and time. No bids shall be received or accepted by the Board of Education after the advertised bid date and time. (N.J.S.A. 18A:18A:21(b))

GENERAL PROVISIONS

1. All contractors shall comply with current applicable New Jersey statutes, regulations and with the policies and procedures of the district board of education governing student transportation.
2. The term of the contract shall, in general, be from September 1 through June 30 according to the school calendar. Student transportation contracts are deemed to include all the rules and procedures pertaining to student transportation though not expressly stated.
3. It is the intent of the Board of Education to award a contract for transportation as soon as possible after the date set for the opening of bids and to require the successful contractor to provide transportation in accordance with the school calendar. The school calendar, copy attached, is part of these specifications and of the contract.
4. The successful bidder will be considered an independent contractor and shall not be deemed to be an agent, servant, employee, or representative of the board of education.
5. As authorized by the district board of education, only enrolled eligible public and private school students, adults serving as chaperones or school personnel shall be transported. The vehicle(s) assigned to the routes specified herein shall not be utilized for other purposes during the time periods designated by the route descriptions.
6. Vehicle(s) shall arrive and/or depart the assigned school(s) as indicated on the enclosed route descriptions.
7. No transportation contract shall be subcontracted without the prior written approval of the board of education.
8. Bids are to be placed in a sealed envelope and plainly marked, "BID FOR STUDENT TRANSPORTATION SERVICES, SWEDESBORO-WOOLWICH SCHOOL DISTRICT" and presented to the School Business Administrator. The School Business Administrator shall unseal the bids in the presence of the parties bidding and publicly announce the contents. Bids will be received at the Stratton School, located at 15 Fredrick Blvd, Woolwich Township up to 10:00 am prevailing time on August 20, 2020.
9. If awarded a contract, your company/firm will ensure compliance with all applicable federal, state and local regulations and will certify such compliance to the board of education upon request.
10. If any litigation should arise between the Board of Education and the successful bidder pursuant to the award of this contract, the venue for any suit shall be laid in the Superior Court of New Jersey, Law Division, in the county where the Board of Education administering the contract is located.

VEHICLES

1. Transportation equipment shall be properly registered by the Motor Vehicle Commission, meet all current specifications in accordance with Federal and State law, the rules of the State Board of Education, and any additional specifications of this district's board of education.
2. All vehicles shall be systematically inspected twice within the year and display a school bus certification inspection sticker to ensure that such vehicles and equipment are in safe and proper operating condition.
3. The contractor shall provide and maintain an adequate number of school buses, including spares, to safely transport any and all students assigned to the routes contained in this bid and to assure uninterrupted service in the event of mechanical breakdown.

ACCIDENT REPORTING

1. Contractors shall ensure that every school bus driver will: a) immediately inform the principal(s) of the receiving school(s) and the school business administrator or designee of the district board of education providing the transportation following an accident which involves an injury, death, or property damage, b) complete and file the accident report as prescribed by the Commissioner of Education and deliver it to the principal(s) of the receiving school(s) by the conclusion of the next working day, and c) deliver the report to the school business administrator or designee of the district board of education providing the transportation after it is signed by the principal(s) of the receiving school(s) in accordance with N.J.A.C. 6A:27-12.2. In addition, the driver must also complete and file a motor vehicle accident report in accordance with *N.J.S.A.* 39-4:130.

REPORTING STUDENT LEFT UNATTENDED ON THE SCHOOL BUS

1. Every owner/operator of a school vehicle shall immediately inform the administrator or principal of the receiving school and the chief school administrator of the district board of education providing for the transportation or their designee following an incident in which it has been determined that a student has been left unattended on the school bus at the end of the route. School district or school bus contractor personnel who discover, or to whom it is reported, that a student has been left on a school bus shall immediately report the incident to the owner/operator of the vehicle. A student is considered to have been left unattended on the school bus at the end of the route when the driver has left the vicinity of the bus.

DRIVERS/AIDES

1. The driver must be a reliable person of good character who possesses the qualifications and communication skills necessary to perform the duties of the position, and comply with the rules set forth for drivers in all federal, state and local regulations including, but not limited to, the Omnibus Transportation Employee Testing Act, NJSA 18A:6-7.6 through 18A:6-7.12 and NJSA 18A:39-17 through 20 (background check) (Note: This requirement also applies to Certified Mobility Assistance Vehicle (MAV) Technicians transporting students with medical needs to and from school or school related activities in mobility assistance vehicles.), and tuberculosis testing.
2. If a student assigned to a special education route is not present at the assigned bus stop for three consecutive days, the contractor shall report this absence to the district transportation supervisor.
3. The bus driver shall be in full charge of the school bus at all times and will be required to report unmanageable students to the district transportation supervisor and principal of the receiving school on the district prescribed incident/discipline form.
4. A bus aide assigned to a route awarded by this bid shall be a reliable person of good character who shall possess the qualifications and communication skills necessary to perform the duties of the position, and will be required to comply with the criminal background check and tuberculosis testing as prescribed by law.
5. Bus aides shall attend to the special needs of students, maintain order on the vehicle to ensure the safety of all students, assist students getting on and off the vehicle as needed, and other duties which may be specified by the board of education.
6. If the Board of Education finds any driver or aide assigned to a vehicle operating under a contract awarded by this bid to be unsuitable for the position because of a lack of skills necessary to perform the job duties, inability to control students, failure to comply with the rules and regulations, incapacity, unbecoming conduct, or other good cause, the contractor may be required to remove the driver and/or aide from the route or all district routes. If the contractor fails to comply with this provision, the contractor may be required to show cause why this failure to comply is not deemed to constitute a breach of contract and may set aside and annul the contract.

COUNTY SUPERINTENDENT APPROVAL

1. All transportation contracts require the approval of the Executive County Superintendent of Schools.

PAYMENT TERMS

1. Payments to contractors shall be made on or about the 30th of each month. Payments will be made in monthly installments, provided an appropriate invoice is submitted by the 15th of the month.
2. The contractor shall execute the contract and submit it to the district board of education with all required related documents in order for the district board of education to comply with the timeline for submission of contracts to the county superintendent. Failure to do so may result in a delay in the scheduled payment of services. Contractors shall visit the Department of Education's Student Transportation web site to become familiar with the contract to be executed.
3. Payment for the month of June will be made by July 31.
4. Per Diem contracts will be calculated on the actual number of days transportation services were performed.
5. Payments are subject to approval by the board of education. Therefore, payments may be delayed depending on the Board's meeting schedule.

EMERGENCY PROVISIONS

1. In the event the school is closed due to inclement weather or other emergencies, the contractor will be notified as soon as possible by the public-school authorities providing transportation. Contractors are also advised to check online for school closing announcements.
2. In an emergency where the contractor cannot meet the schedule, or if the school has a change in schedule, the party responsible for any change shall immediately notify the other party.

BASIS OF BID AND ADJUSTMENTS

1. The bidder shall submit the bid on the bid sheet contained in these bid specifications. Bids shall be submitted on a per diem or per annum basis as indicated on the enclosed bid sheet. Other bid sheets are not acceptable.
2. If any change in the described route results, the amount of the contract shall be adjusted as specified in the bid. Bids which do not include an adjustment amount will not be accepted.
3. The net result of any mileage adjustment to a non-public school transportation contract shall not exceed the maximum cost per student in accordance with N.J.S.A. 18A:39-1a. Calculations to determine the per student cost shall include all students on the route, public and nonpublic.

INSURANCE COVERAGE

1. Unless otherwise specified by the board of education, the contractor shall provide automotive liability insurance in the minimum amount required by Motor Vehicle Commission and Department of Education regulations. Bidders will be required to provide, with the bid, evidence of their ability to obtain the required insurance coverage. A certificate of insurance for the duration of the contract is to be presented by the successful bidder. The certificate of insurance shall state that the contracting board of education is an additional insured party to the policy.
2. The district board of education and the Executive County Superintendent shall be notified by the insured whenever any policy is cancelled. Notification shall be made within 48 hours of the receipt of the notification of the cancellation by the insured, and before the cancellation takes effect.

3. The contractor will protect, defend, and save harmless the Board of Education from any suits or actions of every nature and description brought against it for or on account of any injuries or damages received or sustained by any party or parties by or from any acts of the contractor, its servants or agents as a result of the performance of the contract.

BID GUARANTEE

1. Each bid shall be accompanied by a bid bond, cashier's or certified check for a minimum of five percent (5%) of the amount of the annual contract cost, but in no case may the certified check, cashier's check or bid bond exceed \$50,000. No other form of guarantee is authorized. This guarantee shall be made payable to the Board of Education. Such deposit shall be forfeited upon refusal of a bidder to execute a contract; otherwise, checks shall be returned when the contract is executed and a surety (performance) bond is filed with the Board of Education. The bid guarantee shall be identified by the bid number assigned to the bid for which it is submitted. The bid guarantee for all unsuccessful bidders, except for the three lowest bidders, will be returned within 10 days after the bid opening (Saturdays, Sundays and holidays excepted). The annual contract amount of per diem contracts shall be calculated by multiplying the total per diem cost by 180 days.
2. Each bid shall be accompanied by a Consent of Surety.

PERFORMANCE GUARANTEE

1. A corporate performance surety bond in an amount equal to the annual amount of the contract shall be required of the successful bidder. The performance guarantee shall be identified by the multi contract number or route number for which it is submitted. Each bid shall be accompanied by a signed Prescribed Form of Questionnaire, included in these specifications. The bond to be provided for per diem contracts shall be equal to the total per diem bid multiplied by 180 days.
2. If personal bonds are permitted by these specifications, a contractor who submits a personal bond will ensure that the bondspersons providing the performance guarantee provide a list of all school districts in which they are bonding contracts and the amount of the contracts bonded. Evidence of the value of the property listed as security must also be provided upon request.

BREACH OF CONTRACT/PENALTIES

1. In the event the contractor fails to provide service in accordance with these specifications and stated requirements, the contractor will be considered in breach of contract. This may result in cancellation of the contract and/or enforcement of contractor's performance bond.

TRAINING PROGRAMS

1. The contractor must ensure that drivers and aides are properly trained to perform their duties, which must include, at a minimum, the training requirements listed at NJSA. 18A:39-19.1a and NJAC 6A:27-11.3. This training requirement must be completed twice each calendar year.
2. The contractor must administer a safety education program for all permanent and substitute drivers and bus aides according to NJSA 18A:39-19.1a and NJAC 6A:27-11.3 twice each calendar year.
3. Drivers and aides are required to participate in scheduled school bus evacuation drills.

ROUTES

1. Within 10 days of the start of the contract, the contractor shall submit to the transportation supervisor a description of the actual streets traveled for routes for the transportation of special education students and nonpublic school students for which the streets to be traveled are not described by the board of education on the route description contained in the bid.

MODIFICATIONS

1. Any modifications to these specifications after the public advertisement for bids and prior to the scheduled bid opening, will be made known by certified mail to all bidders who requested specifications.
2. The Board of Education reserves the right to make modifications of routes subject to the provisions of the bid and of the rules of the State Board of Education.

AFFIRMATIVE ACTION

During the performance of the contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Div. of Contract Compliance & EEO as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Div. of Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

OWNERSHIP DISCLOSURE

1. All bidders are hereby notified that every corporation and partnership, according to the provision of Chapter 33, Laws of 1977 of the State of New Jersey, must submit a statement prior to the receipt of the bid or accompanying the bid, setting forth the names and addresses of all stockholders in the corporation or partnership who own 10% or more of its stock, of any class or of all partners in the partnership, who own 10% or greater interest therein, as the case may be. If one or more such stockholder or partner is itself a corporation or partnership, the stockholders holding 10% or more of that corporation's stock, or the individual partner's 10% or greater interest in that partnership, as the case may be, shall also be listed. The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, exceeding the 10% ownership criteria established in this act, has been listed.

BUSINESS REGISTRATION

1. All bidders are hereby notified that every business organization must submit with their bid a copy of their Business Registration Certificate, in compliance with P.L. 2004, c 57 of the State of New Jersey.

DRUG AND ALCOHOL TESTING

1. If awarded a contract, your company/firm will be required to certify to the board of education that you are in compliance with the drug and alcohol requirements of the Omnibus Transportation Employee Testing Act.

BACKGROUND CHECK

1. The contractor shall ensure compliance with the requirements of N.J.S.A. 18A:39-17 through 20 governing criminal history background checks, and shall annually submit required documents to the county superintendent of schools on or before August 31 or upon employment for newly hired drivers.
2. The contractor shall ensure compliance with the requirements of N.J.S.A. 18 A:6-7.6 through 12 governing child abuse and sexual misconduct checks. Additional information on this requirement is available for the

Office of Student Protection's "Pre-Employment Resources" webpage at:
<https://www.state.nj.us/education/educators/crimhist/preemployment/>.

DRIVER AND AIDE TRAINING

1. The contractor shall ensure compliance with the requirements of *N.J.S.A.* 18A:39-19. 1a, 2 and 3 governing the training of school bus drivers and aides, and shall annually submit required documents to the county superintendent of schools on or before August 31 or upon employment for newly hired drivers and/or aides.

DISCLOSURE OF POLITICAL CONTRIBUTIONS

1. The contractor is advised of the responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission pursuant to *N.J.S.A.* 19:44A-20.13 (P.L. 2005, c.271, s.3) if the contractor receives contracts in the aggregate in excess of \$50,000 from public entities in a calendar year. It is the contractor's responsibility to determine if filing is necessary. Additional information on this requirement is available from ELEC at 888-313-3532 or at www.elec.state.nj.us.

MAINTENANCE OF CONTRACT RECORDS

The relevant records of private vendors or other persons entering into contracts with covered entities are subject to audit or review by the Office of the State Comptroller pursuant to NJSA 52:15C-14(d). The contractor must maintain all documentation related to products, transactions, or services under this contract for a period of five years from the date of final payment. These records must be available to the New Jersey Office of the State Comptroller upon request.

NOTIFICATION REQUIRED WHEN A SCHOOL BUS DRIVER'S LICENSE IS SUSPENDED OR REVOKED

When a contractor providing pupil transportation services under contract with a board of education is notified by the Department of Education that a school bus driver employed by the provider has had her bus driver's license suspended or revoked, the employing transportation provider, within one business day of the notification, must provide a statement to the NJ Department of Education verifying that the school bus driver no longer operates a school bus for the board or contractor.

MISCELLANEOUS

Each bus shall be required to have a digital camera system installed capable of recording video and exporting the same for review by the Swedesboro-Woolwich School District administration.

THE FOLLOWING DOCUMENTS MUST SUBMITTED IN ORDER FOR YOUR BID TO BE CONSIDERED:

Bidder's Guarantee
Business Registration Certificate
Evidence of the Bidder's Ability to Obtain the Required Insurance Coverage
Omnibus Transportation Employee Testing Act Compliance Assurance
School Bus Driver Annual Certification Compliance Assurance
Disclosure of Investment Activities in Iran
Prescribed Questionnaire
Consent of Surety
Statement of Ownership Disclosure
Coordinated Transportation Services Agency Membership Form (CTSA only)
Affirmative Action Documentation or Questionnaire
Non-Collusion Affidavit
Bid Sheet

BID DOCUMENTS AND REQUIRED DOCUMENTATION

All documents in this section shall be completed, signed and submitted with the bid package

Failure to submit the bid documents and other documents so specified shall be cause to reject the bid for being non-responsive (N.J.S.A. 18A:18A-2(y)).

Mr. Christopher DeStratis
Business Administrator/
Board Secretary

AFFIRMATIVE ACTION QUESTIONNAIRE

Bid No. 2021-1

This form is to be completed and returned with the bid. However, the Board will accept in lieu of this Questionnaire, Affirmative Action Evidence Employee Information Report stapled to this page.

1. Our company has a federal Affirmative Action Plan approval.

_____ YES _____ NO

If yes, please attach a copy of the plan to this questionnaire

2. Our company has a New Jersey State Certificate of Employee Information Report..

_____ YES _____ NO

If yes, please attach a copy of the plan to this questionnaire

3. If you answered **NO** to both questions above, you must apply for an affirmative action *Employee Information Report (AA-302)* will be mailed to you. A copy shall be submitted to the Board of Education within seven (7) days of the notice of the intent to award the contract.

I certify that the above information is correct to the best of my knowledge.

Name of Company/Firm _____

Name of Authorized Agent _____ *Title* _____

SIGNATURE _____ *Date* _____

NON-COLLUSION AFFIDAVIT

Student Transportation Services – To/From

Re: Bid Proposal for the Swedesboro-Woolwich School District

Bid No. 2021-1

Bid Date: Thursday, August 20, 2020

STATE OF NEW JERSEY, COUNTY OF _____

I, _____ of the _____,
(city, town, borough)

of _____, in the County of _____ and the State

of _____, of full age, being duly sworn according to law on my oath depose and say

that:

I am _____ of
Position in Company

the firm/agency of _____, the bidder making the Proposal for the above names contract, and that I executed said Proposal with full authority to do so; that said bidder has not, directly or indirectly, entered into any agreement, participated in any collusion, participated in drafting these specifications or route descriptions, or otherwise taken any action in restraint of free, competitive bidding in connection with the above named bid and that all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that the State of New Jersey relies upon truth of the statements contained in said proposal and in the statements contained in this affidavit in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees of bona fide established commercial or selling agencies maintained by

(Print Name of Company/Agency)

Representative (Print Name)

Subscribed and sworn to: _____
(SIGNATURE OF CONTRACTOR/VENDOR)

before me this _____ day of _____,
Month Year

Print Name of Notary Public

NOTARY PUBLIC SIGNATURE

{Seal}

My commission expires _____, _____.

STOCKHOLDER DISCLOSURE CERTIFICATION

ALL CORPORATE OR PARTNERSHIP BIDDERS SHALL COMPLETE THIS FORM IN ACCORDANCE WITH P.L. 1977 CH.33, N.J.S.A. 52:25-24.2.

COMPANY NAME: _____

ADDRESS: _____

I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Please check the box that represents the type of business organization:

- | | |
|--|--|
| <input type="checkbox"/> Corporation-- | <input type="checkbox"/> Limited Partnership-- |
| <input type="checkbox"/> Partnership-- | <input type="checkbox"/> Limited Liability Corp.-- |
| <input type="checkbox"/> Sole Proprietorship-- | <input type="checkbox"/> Limited Liability Partnership-- |
| <input type="checkbox"/> Sub Chapter S Corp.-- | <input type="checkbox"/> Other-_____ |

Sign and notarize the form below, and, if necessary, complete the stockholder list below:

Stockholders:

Name: _____

Name: _____

Home Address: _____

Home Address: _____

Name: _____

Name: _____

Home Address: _____

Home Address: _____

Name: _____

Name: _____

Home Address: _____

Home Address: _____

Subscribed and sworn before me this ____ day of _____, 2_____.

(Notary Public)

My commission expires: _____

(Affiant)

(Print name and title of affiant)

Contractor/Vendor Questionnaire/Certification

Bid Number **2021-1**

Name of Company _____
Street Address _____ PO Box _____
City, State, Zip _____
Business Phone Number (____) _____ Ext. _____
Emergency Phone Number (____) _____
FAX No. (____) _____ E-Mail _____
Years in Business _____ Number of Employees _____

References – Work previously done for School Systems in New Jersey

<u>Name of District</u>	<u>Address</u>	<u>Contact Person/Title</u>	<u>Phone</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

Vendor Certification

Direct/Indirect Interests

I declare and certify that no member of the Swedesboro-Woolwich School District, nor any officer or employee or person whose salary is payable in whole or in part by said Board of Education or their immediate family members are directly or indirectly interested in this bid or in the supplies, materials, equipment, work or services to which it relates, or in any portion of profits thereof. If a situation so exists where a Board member, employee, officer of the board has an interest in the bid, etc., then please attach a letter of explanation to this document, duly signed by the president of the firm or company.

Gifts; Gratuities; Compensation

I declare and certify that no person from my firm, business, corporation, association or partnership offered or paid any fee, commission or compensation, or offered any gift, gratuity or other item of value to any school official, board member or employee of the Swedesboro-Woolwich School District.

(form continued on next page) →→→

Contractor/Vendor Questionnaire/Certification – (Continued)

I certify that I am not an official or employee of the Swedesboro-Woolwich School District.

I further certify that I understand that it is a crime in the second degree in New Jersey to knowingly make a material representation that is false in connection with the negotiation, award or performance of a government contract.

President or Authorized Agent

Signature

Consent of Surety

X REQUIRED
NOT REQUIRED

A performance bond will be required from the successful bidder. In accordance with N.J.S.A. 18A:18A-25, the Swedesboro-Woolwich School District requires a certificate from a surety company stating it will provide the contractor/vendor with a performance bond in such sum that is required in the bid specifications and/or for the full faithful performance of all the bid specifications and contract provisions.

In lieu of an actual certificate, the Swedesboro-Woolwich School District will accept this form duly executed by an authorized agent or representative of a Surety Company.

To: The Swedesboro-Woolwich School District Board of Education

Re: _____
Name of Contractor/Vendor

Student Transportation Services – To/From School **Bid No: 2021-1**

This is to certify that the _____
(Surety Company)

will provide to _____
Name and Address of Contractor/Vendor

a performance bond in such sum that is required in the bid specifications and/or for the full faithful performance of all the bid specifications and contract provisions, in the event that said contractor/vendor is awarded a contract for the above project.

Signature of Authorized Agent of Surety Company

ATTEST: _____

Print Name of Authorized Agent

Date

Name of Surety Company

Address

City, State, Zip Code

Telephone

BIDDER'S COMMENT FORM

Bid No. 2021-1

This form is for Bidder's use in offering voluntary alternates, or other comments intended to afford the Board information or opportunities to improve the quality of the project, without invalidating the bid proposal. It may *not* be used to take exception to specific conditions of the project defined in the contract documents which the Bidder does not like. The bid provided must be based upon the plans and specs, and all contract conditions, as stated. If these documents or conditions contain some untenable item, or extremely expensive provision, for example, to which the Bidder wishes to raise objection, this must be done at the prebid meeting, or in writing to the Architect through the question process outlined in the Instructions to Bidders. Such inquiries will have response issued by addendum only, and the resulting decision circulated to all bidders of record. Inquires raised too close to the bid date will not be able to be answered.

Name of Company _____

Address _____

City, State, Zip _____

Name of Authorized Representative _____

Signature _____ **Title** _____ **Date** _____

Acknowledgement of Addenda

Bid Number **2021-1**

Bid Date: **Thursday, August 20, 2020**

The bidder acknowledges receipt of the hereinafter enumerated Addenda which have been issued during period of bidding and agrees that said Addenda shall become a part of this contract. The bidder shall list below the numbers and issuing dates of the Addenda.

<u>ADDENDA NO.</u>	<u>ISSUING DATES</u>
_____	_____
_____	_____
_____	_____
_____	_____

No Addenda Received

Name of Company _____

Address _____ P.O. Box _____

City, State, Zip Code _____

Name of Authorized Representative _____

Signature _____ **Date** _____

Chapter 271
Political Contribution Disclosure Form
(Contracts that Exceed \$17,500.00)
Ref. N.J.S.A. 52:34-25

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that _____ has made the following **reportable** political contributions to any elected official, political candidate or any political committee as defined in N.J.S.A. 19:44-20.26 during the twelve (12) months preceding this award of contract:

Reportable Contributions

<u>Date of Contribution</u>	<u>Amount of Contribution</u>	<u>Name of Recipient Elected Official/ Committee/Candidate</u>	<u>Name of Contributor</u>

The Business Entity may attach additional pages if needed.

No Reportable Contributions (Please check (✓) if applicable.)

I certify that _____ (Business Entity) made no reportable contributions to any elected official, political candidate or any political committee as defined in N.J.S.A. 19:44-20.26.

Certification

I certify, that the information provided above is in full compliance with Public Law 2005—Chapter 271.

Name of Authorized Agent _____

Signature _____ Title _____

Business Entity _____

P.L. 2005, c.271

(Unofficial version, Assembly Committee Substitute to A-3013, First Reprint*)

AN ACT authorizing units of local government to impose limits on political contributions by contractors and supplementing Title 40A of the New Jersey Statutes and Title 19 of the Revised Statutes.

BE IT ENACTED by the Senate and General Assembly of the State of New Jersey:

40A:11-51 1. a. A county, municipality, independent authority, board of education, or fire district is hereby authorized to establish by ordinance, resolution or regulation, as may be appropriate, measures limiting the awarding of public contracts to business entities that have made a contribution pursuant to P.L.1973, c.83 (C.19:44A-1 et seq.) and limiting the contributions that the holders of a contract can make during the term of a contract, notwithstanding the provisions and parameters of sections 1 through 12 of P.L.2004, c.19 (C. 19:44A-20.2 et al.) and section 22 of P.L.1973, c.83 (C.19:44A-22).

b. The provisions of P.L.2004, c.19 shall not be construed to supersede or preempt any ordinance, resolution or regulation of a unit of local government that limits political contributions by business entities performing or seeking to perform government contracts. Any ordinance, resolution or regulation in effect on the effective date of P.L.2004, c.19 shall remain in effect and those adopted after that effective date shall be valid and enforceable.

c. An ordinance, resolution or regulation adopted or promulgated as provided in this section shall be filed with the Secretary of State.

52:34-25 2. a. Not later than 10 days prior to entering into any contract having an anticipated value in excess of \$17,500, except for a contract that is required by law to be publicly advertised for bids, a State agency, county, municipality, independent authority, board of education, or fire district shall require any business entity bidding thereon or negotiating therefore, to submit along with its bid or price quote, a list of political contributions as set forth in this subsection that are reportable by the recipient pursuant to the provisions of P.L.1973, c.83 (C.19:44A-1 et seq.) and that were made by the business entity during the preceding 12 month period, along with the date and amount of each contribution and the name of the recipient of each contribution. A business entity contracting with a State agency shall disclose contributions to any State, county, or municipal committee of a political party, legislative leadership committee, candidate committee of a candidate for, or holder of, a State elective office, or any continuing political committee. A business entity contracting with a county, municipality, independent authority, other than an independent authority that is a State agency, board of education, or fire district shall disclose contributions to: any State, county, or municipal committee of a political party; any legislative leadership committee; or any candidate committee of a candidate for, or holder of, an elective office of that public entity, of that county in which that public entity is located, of another public entity within that county, or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county, or any continuing political committee.

The provisions of this section shall not apply to a contract when a public emergency requires the immediate delivery of goods or services.

b. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity or their spouses; any

subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

c. As used in this section:

"business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate; and

"State agency" means any of the principal departments in the Executive Branch of the State Government, and any division, board, bureau, office, commission or other instrumentality within or created by such department, the Legislature of the State and any office, board, bureau or commission within or created by the Legislative Branch, and any independent State authority, commission, instrumentality or agency.

d. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

19:44A-20.13 3. a. Any business entity making a contribution of money or any other thing of value, including an in-kind contribution, or pledge to make a contribution of any kind to a candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, or to a political party committee, legislative leadership committee, political committee or continuing political committee, which has received in any calendar year \$50,000 or more in the aggregate through agreements or contracts with a public entity, shall file an annual disclosure statement with the New Jersey Election Law Enforcement Commission, established pursuant to section 5 of P.L.1973, c.83 (C.19:44A-5), setting forth all such contributions made by the business entity during the 12 months prior to the reporting deadline.

b. The commission shall prescribe forms and procedures for the reporting required in subsection a. of this section which shall include, but not be limited to:

(1) the name and mailing address of the business entity making the contribution, and the amount contributed during the 12 months prior to the reporting deadline;

(2) the name of the candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, candidate committee, joint candidates committee, political party committee, legislative leadership committee, political committee or continuing political committee receiving the contribution; and

(3) the amount of money the business entity received from the public entity through contract or agreement, the dates, and information identifying each contract or agreement and describing the goods, services or equipment provided or property sold.

c. The commission shall maintain a list of such reports for public inspection both at its office and through its Internet site.

d. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity, or their spouses; any subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

As used in this section:

"business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction; and

"interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate.

e. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

4. This act shall take effect immediately.

* Note: Bold italicized statutory references of new sections are anticipated and not final as of the time this document was prepared. Statutory compilations of N.J.S.A. 18A:18A-51 is anticipated to show a reference to N.J.S.A. 40A:11-51 and to N.J.S.A. 52:34-25.

AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability

The contractor and the Swedesboro-Woolwich School District (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

STATEMENT OF ASSURANCE

OMNIBUS TRANSPORTATION EMPLOYEE TESTING ACT COMPLIANCE

(To accompany bid)

The following firm

_____ is currently under contract

_____ will be contracted with

to provide a controlled substance testing program to our company as required by the Omnibus Transportation Employee Testing Act:

Name of Firm: _____

Address: _____

Contact Person: _____

Telephone: _____

Authorized Bidder's Name and Title _____

(Print or Type)

Authorized Signature _____

Company Name _____

Address _____

STATEMENT OF ASSURANCE

**SCHOOL BUS DRIVER ANNUAL CERTIFICATION TO THE EXECUTIVE COUNTY
SUPERINTENDENT OF SCHOOLS**

(To accompany bid)

I certify compliance with the requirements of *N.J.S.A.* 18A:39-17 through 20 governing criminal history background checks, and shall annually submit required documents to the Executive County Superintendent of Schools on or before August 31 or upon employment for newly hired drivers.

I also certify that prior to assigning a newly hired, currently approved school bus driver to a bus route, a school bus driver transmittal form is completed and submitted to the New Jersey Department of Education Criminal History Review Unit.

Authorized Bidder's Name and Title _____

(Print or Type)

Authorized Signature _____

Company Name _____

Address _____

**STATE OF NEW JERSEY -- DIVISION OF PURCHASE AND PROPERTY
DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

Quote Number: _____ Bidder/Offeror: _____

**PART 1: CERTIFICATION
BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX.
FAILURE TO CHECK ONE OF THE BOXES WILL RENDER THE PROPOSAL NON-RESPONSIVE.**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a bidder's proposal non-responsive. If the Director finds a person or entity to be in violation of law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

PLEASE CHECK THE APPROPRIATE BOX:

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed above nor any of the bidder's parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR

I am unable to certify as above because the bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

PART 2: PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the boxes below.

EACH BOX WILL PROMPT YOU TO PROVIDE INFORMATION RELATIVE TO THE ABOVE QUESTIONS. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED TO MAKE ADDITIONAL ENTRIES, CLICK THE "ADD AN ADDITIONAL ACTIVITIES ENTRY" BUTTON.

Name _____ Relationship to Bidder/Offeror _____ Description of Activities _____ _____ Duration of Engagement _____ Anticipated Cessstion Date _____ Bidder/Offeror Contact Name _____ Contact Phone Number _____	<input type="button" value="Delete"/>
--	---------------------------------------

Certification: I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge that I am authorized to execute this certification on behalf of the bidder; that the State of New Jersey is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): _____ Signature: _____
Do Not Enter PIN as a Signature

Title: _____ Date: _____

BID SHEET
 Swedesboro-Woolwich School District
 Board of Education
Student Transportation Services

- Bids which do not include an adjustment amount will not be accepted.
- In the event bid submissions for a route cost result in a tie bid, the award shall be based on the lowest aide cost (if applicable). If there is no aide cost, or if that cost also results in a tie bid, the award shall be based on the lowest increase/decrease adjustment cost unless otherwise specified by the board.
- Alternate bids not solicited by the Board of Education will not be accepted.
- The following routes and aide (if applicable) are to be bid on a PER DIEM basis.
- Routes which require an aide are so indicated by an asterisk (*).

I hereby submit the following bid(s) to transport students during the 2020-2021 school year in accordance with your advertisement, specifications and route description.

<u>Route Number</u>	<u>Route Cost</u>	<u>Aide(per)</u>	<u>Increase/Decrease Adjustment Cost</u>
MCS.004 PM	\$ _____	\$ _____	\$ _____
MCS.005 PM	\$ _____	\$ _____	\$ _____
MCS.006 AM	\$ _____	\$ _____	\$ _____
MCS.006 PM	\$ _____	\$ _____	\$ _____
MCS.007 AM	\$ _____	\$ _____	\$ _____
MCS.007 PM	\$ _____	\$ _____	\$ _____
MCS.008 AM	\$ _____	\$ _____	\$ _____
MCS.008 PM	\$ _____	\$ _____	\$ _____
MCS.009 AM	\$ _____	\$ _____	\$ _____
MCS.009 PM	\$ _____	\$ _____	\$ _____
MCS.010 AM	\$ _____	\$ _____	\$ _____
MCS.010 PM	\$ _____	\$ _____	\$ _____
*ZPH5 AM	\$ _____	\$ _____	\$ _____
*ZPH5 PM	\$ _____	\$ _____	\$ _____

TOTAL
PER DIEM BID \$ _____

PM runs shall be the reverse of the AM runs unless so indicated. Turn by turn directions for each run will be provided for both AM and PM runs upon bid award.

Bidder's Name (Print or Type)

Company Name

Company Address and Telephone Number

Bidder's Signature

Date

TO All Bidders:

REMINDER

Did you sign all of the bid documents?

All bid documents returned to the Purchasing Agent shall be signed with original signatures.

The Board will not accept facsimile or rubber stamp signatures.

Failure to sign all bid documents may be cause for disqualification and rejection of the bid.

Mr. Christopher DeStratis,
Business Administrator/
Board Secretary

TRIP SUMMARY

07/20/2020

TRIP MCS.004 PM	START TIME: 11:10 am	DISTANCE 12.19
AIDE	FINISH TIME: 11:39 am	NO. STUDENTS TRANSPORTED 10
DRIVER NAME	TOTAL TIME: 0:29	MAX STUDENTS ON BUS 10
BUS NUMBER		

	TIME	COMMENT/LOCATION	COUNT	
		MCS.004 PM		
1	11:10 am	MARGARET CLIFFORD SCHOOL	10	----- Pick Up -----
2	11:13 am	GABRIELLE CIR & PATSY DR	-1	----- Drop Off -----
3	11:19 am	170 PATRICIA DR	-1	----- Drop Off -----
4	11:21 am	108 BACK CREEK RD	-1	----- Drop Off -----
5	11:22 am	JULES DR & ERICA CT	-1	----- Drop Off -----
6	11:25 am	FRANKLINVILLE RD & NICOLE CT	-1	----- Drop Off -----
7	11:35 am	BELFIORE DR & GRACE CT	-2	----- Drop Off -----
8	11:36 am	BELFIORE DR & VIERECK RD	-1	----- Drop Off -----
9	11:39 am	AMETHYST CT & COBALT CT AM Kindergarten Students Home	-2	----- Drop Off -----

TRIP SUMMARY

07/20/2020

TRIP MCS.005 PM
 AIDE
 DRIVER NAME
 BUS NUMBER

START TIME: 11:10 am
 FINISH TIME: 11:40 am
 TOTAL TIME: 0:30

DISTANCE 14.07
 NO. STUDENTS TRANSPORTED 13
 MAX STUDENTS ON BUS 13

MCS.005 PM			
TIME	COMMENT/LOCATION	COUNT	
1 11:10 am	MARGARET CLIFFORD SCHOOL	13	----- Pick Up -----
2 11:13 am	HILLSIDE DR & HILL FARM WAY	-1	----- Drop Off -----
3 11:14 am	HILL FARM WAY & MAPLE HILL DR	-3	----- Drop Off -----
4 11:15 am	122 MAPLE HILL DR	-1	----- Drop Off -----
5 11:21 am	MEADOWLARK DR & TANAGER CT	-1	----- Drop Off -----
6 11:25 am	VICTORIA DR & JAMES CT	-1	----- Drop Off -----
7 11:28 am	107 GENTRY DR	-1	----- Drop Off -----
8 11:30 am	GEORGE'S LNDG & JUDY'S HOMEPLACE	-1	----- Drop Off -----
9 11:35 am	203 HUNTERS RUN	-1	----- Drop Off -----
10 11:37 am	OLDMANS CREEK RD & LIBERTY CT	-1	----- Drop Off -----
11 11:38 am	1226/1228 OLDMANS CREEK RD	-1	----- Drop Off -----
12 11:40 am	HARRISONVILLE RD & MAPLE GLEN CT AM Kindergarten Students Home	-1	----- Drop Off -----

TRIP SUMMARY

07/16/2020

TRIP MCS.006 AM
 AIDE
 DRIVER NAME
 BUS NUMBER

START TIME: 12:20 pm
 FINISH TIME: 12:45 pm
 TOTAL TIME: 0:25

DISTANCE 11.05
 NO. STUDENTS TRANSPORTED 9
 MAX STUDENTS ON BUS 9

MCS.006 AM		
TIME	COMMENT/LOCATION	COUNT
1 12:20 pm	BELFIORE DR & VIERECK RD	1 Pick Up
2 12:21 pm	338 PAULSBORO RD	1 Pick Up
3 12:25 pm	73 SPRING HILL DR	1 Pick Up
4 12:27 pm	GARWIN RD & BENITO DR	1 Pick Up
5 12:32 pm	JULES DR & ERICA CT	2 Pick Up
6 12:36 pm	LICCIARDELLO DR & NOCENTINO DR	2 Pick Up
7 12:40 pm	FRANKLINVILLE RD & NICOLE CT	1 Pick Up
8 12:45 pm	MARGARET CLIFFORD SCHOOL PM Kindergarten Students In	-9 Drop Off

TRIP SUMMARY

07/16/2020

TRIP MCS.006 PM
 AIDE
 DRIVER NAME
 BUS NUMBER

START TIME: 3:20 pm
 FINISH TIME: 3:40 pm
 TOTAL TIME: 0:20

DISTANCE 9.85
 NO. STUDENTS TRANSPORTED 9
 MAX STUDENTS ON BUS 9

MCS.006 PM			
TIME	COMMENT/LOCATION	COUNT	
1 3:20 pm	MARGARET CLIFFORD SCHOOL	9	----- Pick Up -----
2 3:22 pm	FRANKLINVILLE RD & NICOLE CT	-1	----- Drop Off -----
3 3:26 pm	LICCIARDELLO DR & NOCENTINO DR	-2	----- Drop Off -----
4 3:29 pm	JULES DR & ERICA CT	-2	----- Drop Off -----
5 3:33 pm	GARWIN RD & BENITO DR	-1	----- Drop Off -----
6 3:34 pm	73 SPRING HILL DR	-1	----- Drop Off -----
7 3:39 pm	BELFIORE DR & VIERECK RD	-1	----- Drop Off -----
8 3:40 pm	338 PAULSBORO RD PM Kindergarten Students Home	-1	----- Drop Off -----

TRIP SUMMARY

07/16/2020

TRIP MCS.007 AM
 AIDE
 DRIVER NAME
 BUS NUMBER

START TIME: 12:24 pm
 FINISH TIME: 12:45 pm
 TOTAL TIME: 9:21

DISTANCE 7.59
 NO. STUDENTS TRANSPORTED 20
 MAX STUDENTS ON BUS 20

MCS.007 AM			
TIME	COMMENT/LOCATION	COUNT	
1 12:24 pm	GEORGE'S LNDG & KAREN'S CT	3	----- Pick Up -----
2 12:26 pm	AUBURN RD & HERITAGE DR	0	----- Pick Up -----
3 12:28 pm	LEONE RD & ANNAMARIE CT	1	----- Pick Up -----
4 12:31 pm	MEADOWLARK DR & TANAGER CT	4	----- Pick Up -----
5 12:32 pm	MEADOWLARK DR & DUNLIN CT	1	----- Pick Up -----
6 12:35 pm	BUCKEYE RD & ELM PL	3	----- Pick Up -----
7 12:37 pm	LONGLEAF LN & COTTONWOOD RD (NORTH)	5	----- Pick Up -----
8 12:39 pm	OAKS DR & VILLAGE GREEN DR (NORTH)	2	----- Pick Up -----
9 12:41 pm	BALSAM RD & KINSALE LN	1	----- Pick Up -----
10 12:45 pm	MARGARET CLIFFORD SCHOOL PM Kindergarten Students In	-20	----- Drop Off -----

TRIP SUMMARY

07/16/2020

TRIP MCS.007 PM	START TIME: 3:20 pm	DISTANCE 8.01
AIDE	FINISH TIME: 3:39 pm	NO. STUDENTS TRANSPORTED 20
DRIVER NAME	TOTAL TIME: 0:19	MAX STUDENTS ON BUS 20
BUS NUMBER		

	TIME	COMMENT/LOCATION	COUNT	
		MCS.007 PM		
1	3:20 pm	MARGARET CLIFFORD SCHOOL	20	----- Pick Up -----
2	3:23 pm	OAKS DR & VILLAGE GREEN DR (NORTH)	-2	----- Drop Off -----
3	3:25 pm	BALSAM RD & KINSALE LN	-1	----- Drop Off -----
4	3:28 pm	LONGLEAF LN & COTTONWOOD RD (NORTH)	-5	----- Drop Off -----
5	3:29 pm	BUCKEYE RD & ELM PL	-3	----- Drop Off -----
6	3:32 pm	MEADOWLARK DR & DUNLIN CT	-1	----- Drop Off -----
7	3:33 pm	MEADOWLARK DR & Tanager CT	-4	----- Drop Off -----
8	3:35 pm	LEONE RD & ANNAMARIE CT	-1	----- Drop Off -----
9	3:37 pm	AUBURN RD & HERITAGE DR	0	----- Drop Off -----
10	3:39 pm	GEORGE'S LNDG & KAREN'S CT PM Kindergarten Students Home	-3	----- Drop Off -----

TRIP SUMMARY

07/16/2020

TRIP MCS.008 AM
AIDE
DRIVER NAME
BUS NUMBER

START TIME: 12:13 pm
FINISH TIME: 12:45 pm
TOTAL TIME: 0:32

DISTANCE 13.06
NO. STUDENTS TRANSPORTED 18
MAX STUDENTS ON BUS 18

MCS.008 AM		COUNT	
TIME	COMMENT/LOCATION		
1 12:13 pm	2255 KINGS HWY	1	----- Pick Up -----
2 12:14 pm	NOTTINGHAM WAY & SHERWOOD DR	1	----- Pick Up -----
3 12:17 pm	INVERNESS DR & NICKLAUS CT	2	----- Pick Up -----
4 12:19 pm	225 RAINEY RD	1	----- Pick Up -----
5 12:20 pm	OLDMANS CREEK RD & FAIRWAY DR	1	----- Pick Up -----
6 12:22 pm	132 TARA RUN	2	----- Pick Up -----
7 12:23 pm	TARA RUN & MESSINA DR	0	----- Pick Up -----
8 12:24 pm	MORAVIAN CHURCH RD & RAINEY RD	1	----- Pick Up -----
9 12:25 pm	MORAVIAN CHURCH RD & STEEPLEBUSH RUN	1	----- Pick Up -----
10 12:26 pm	142 HUNTERS RUN	2	----- Pick Up -----
11 12:30 pm	COLONY PL & COLONY CT	1	----- Pick Up -----
12 12:33 pm	667 WOODSTOWN RD	1	----- Pick Up -----
13 12:36 pm	106 WESTWOOD LN	1	----- Pick Up -----
14 12:39 pm	RUSSELL MILL RD & OAKVIEW TER	2	----- Pick Up -----
15 12:40 pm	610 RUSSELL MILL RD	1	----- Pick Up -----
16 12:45 pm	MARGARET CLIFFORD SCHOOL PM Kindergarten Students In	-18	----- Drop Off -----

TRIP SUMMARY

07/16/2020

TRIP MCS.008 PM
 AIDE
 DRIVER NAME
 BUS NUMBER

START TIME: 3:20 pm
 FINISH TIME: 3:48 pm
 TOTAL TIME: 0:28

DISTANCE 13.12
 NO. STUDENTS TRANSPORTED 18
 MAX STUDENTS ON BUS 18

MCS.008 PM			
TIME	COMMENT/LOCATION	COUNT	
1 3:20 pm	MARGARET CLIFFORD SCHOOL	18	----- Pick Up -----
2 3:24 pm	610 RUSSELL MILL RD	-1	----- Drop Off -----
3 3:25 pm	RUSSELL MILL RD & OAKVIEW TER	-2	----- Drop Off -----
4 3:27 pm	106 WESTWOOD LN	-1	----- Drop Off -----
5 3:29 pm	667 WOODSTOWN RD	-1	----- Drop Off -----
6 3:32 pm	COLONY PL & COLONY CT	-1	----- Drop Off -----
7 3:36 pm	2255 KINGS HWY	-1	----- Drop Off -----
8 3:37 pm	NOTTINGHAM WAY & SHERWOOD DR	-1	----- Drop Off -----
9 3:40 pm	INVERNESS DR & NICKLAUS CT	-2	----- Drop Off -----
10 3:41 pm	225 RAINEY RD	-1	----- Drop Off -----
11 3:42 pm	OLDMANS CREEK RD & FAIRWAY DR	-1	----- Drop Off -----
12 3:43 pm	142 HUNTERS RUN	-2	----- Drop Off -----
13 3:45 pm	MORAVIAN CHURCH RD & STEEPLEBUSH RUN	-1	----- Drop Off -----
14 3:46 pm	132 TARA RUN	-2	----- Drop Off -----
15 3:46 pm	TARA RUN & MESSINA DR	0	----- Drop Off -----
16 3:48 pm	MORAVIAN CHURCH RD & RAINEY RD PM Kindergarten Students Home	-1	----- Drop Off -----

TRIP SUMMARY

07/16/2020

TRIP MCS.009 AM
 AIDE
 DRIVER NAME
 BUS NUMBER

START TIME: 12:29 pm
 FINISH TIME: 12:45 pm
 TOTAL TIME: 0:16

DISTANCE 4.24
 NO. STUDENTS TRANSPORTED 19
 MAX STUDENTS ON BUS 19

MCS.009 AM			
TIME	COMMENT/LOCATION	COUNT	
1 12:29 pm	WINDSOR DR & WELLINGTON WAY (WEST)	1	----- Pick Up -----
2 12:30 pm	211 WINDSOR DR & DEVONSHIRE DR	1	----- Pick Up -----
3 12:31 pm	WINDSOR DR & ABBINGTON DR	1	----- Pick Up -----
4 12:32 pm	TAVISTOCK DR & WESTBROOK DR	5	----- Pick Up -----
5 12:33 pm	POND VIEW DR & TAVISTOCK DR	1	----- Pick Up -----
6 12:35 pm	HOLLY DR & SPRUCE TRL	1	----- Pick Up -----
7 12:36 pm	ASHBURN WAY & JUNIPER LN	1	----- Pick Up -----
8 12:37 pm	JUNIPER LN & JUNIPER LN	1	----- Pick Up -----
9 12:38 pm	SPRUCE TRL & ALYSON PL	2	----- Pick Up -----
10 12:40 pm	DEMPSEY DR & SPRUCE TRL	5	----- Pick Up -----
11 12:45 pm	MARGARET CLIFFORD SCHOOL PM Kindergarten Students In	-19	----- Drop Off -----

TRIP SUMMARY

07/16/2020

TRIP MCS.009 PM
 AIDE
 DRIVER NAME
 BUS NUMBER

START TIME: 3:20 pm
 FINISH TIME: 3:33 pm
 TOTAL TIME: 0:13

DISTANCE 4.28
 NO. STUDENTS TRANSPORTED 19
 MAX STUDENTS ON BUS 19

MCS.009 PM			
TIME	COMMENT/LOCATION	COUNT	
1 3:20 pm	MARGARET CLIFFORD SCHOOL	19	----- Pick Up -----
2 3:24 pm	DEMPSEY DR & SPRUCE TRL	-5	----- Drop Off -----
3 3:25 pm	SPRUCE TRL & ALYSON PL	-2	----- Drop Off -----
4 3:26 pm	JUNIPER LN & JUNIPER LN	-1	----- Drop Off -----
5 3:27 pm	ASHBURN WAY & JUNIPER LN	-1	----- Drop Off -----
6 3:28 pm	HOLLY DR & SPRUCE TRL	-1	----- Drop Off -----
7 3:30 pm	POND VIEW DR & TAVISTOCK DR	-1	----- Drop Off -----
8 3:30 pm	TAVISTOCK DR & WESTBROOK DR	-5	----- Drop Off -----
9 3:32 pm	WINDSOR DR & ABBINGTON DR	-1	----- Drop Off -----
10 3:32 pm	211 WINDSOR DR & DEVONSHIRE DR	-1	----- Drop Off -----
11 3:33 pm	WINDSOR DR & WELLINGTON WAY (WEST) PM Kindergarten Students Home	-1	----- Drop Off -----

TRIP SUMMARY

07/16/2020

TRIP MCS.010 AM	START TIME: 12:31 pm	DISTANCE 4.15
AIDE	FINISH TIME: 12:45 pm	NO. STUDENTS TRANSPORTED 9
DRIVER NAME	TOTAL TIME: 0:14	MAX STUDENTS ON BUS 9
BUS NUMBER		

	TIME	COMMENT/LOCATION	COUNT	
		MCS.010 AM		
1	12:31 pm	AUBURN RD & LEXINGTON MEWS	1	----- Pick Up -----
2	12:34 pm	YORKTOWN RD & WASHINGTON WAY	2	----- Pick Up -----
3	12:35 pm	SARATOGA LN & WILLIAMSBURG WAY	1	----- Pick Up -----
4	12:36 pm	MINUTEMAN LN & PATRIOT WAY	2	----- Pick Up -----
5	12:37 pm	FREDRICK BLVD & DELAWARE CROSSING	1	----- Pick Up -----
6	12:39 pm	HILL FARM WAY & HILLSIDE DR	1	----- Pick Up -----
7	12:40 pm	MAPLE HILL DR & HILL FARM WAY	1	----- Pick Up -----
8	12:45 pm	MARGARET CLIFFORD SCHOOL PM Kindergarten Students In	-9	----- Drop Off -----

TRIP SUMMARY

07/16/2020

TRIP MCS.010 PM	START TIME: 3:20 pm	DISTANCE 3.03
AIDE	FINISH TIME: 3:29 pm	NO. STUDENTS TRANSPORTED 9
DRIVER NAME	TOTAL TIME: 0:09	MAX STUDENTS ON BUS 9
BUS NUMBER		

MCS.010 PM		
TIME	COMMENT/LOCATION	COUNT
1 3:20 pm	MARGARET CLIFFORD SCHOOL	9 ----- Pick Up -----
2 3:22 pm	AUBURN RD & LEXINGTON MEWS	-1 ----- Drop Off -----
3 3:24 pm	YORKTOWN RD & WASHINGTON WAY	-2 ----- Drop Off -----
4 3:25 pm	SARATOGA LN & WILLIAMSBURG WAY	-1 ----- Drop Off -----
5 3:26 pm	MINUTEMAN LN & PATRIOT WAY	-2 ----- Drop Off -----
6 3:27 pm	FREDRICK BLVD & DELAWARE CROSSING	-1 ----- Drop Off -----
7 3:28 pm	HILL FARM WAY & HILLSIDE DR	-1 ----- Drop Off -----
8 3:29 pm	MAPLE HILL DR & HILL FARM WAY PM Kindergarten Students Home	-1 ----- Drop Off -----

TRIP SUMMARY

07/20/2020

TRIP ZPH5 AM
 AIDE
 DRIVER NAME
 BUS NUMBER

START TIME: 12:03 pm
 FINISH TIME: 12:35 pm
 TOTAL TIME: 0:32

DISTANCE 7.48
 NO. STUDENTS TRANSPORTED 6
 MAX STUDENTS ON BUS 6

ZPH5 AM			
TIME	COMMENT/LOCATION	COUNT	
1 12:03 pm	1226 OLDMANS CREEK RD	1	----- Pick Up -----
2 12:20 pm	BUCKEYE RD & ELM PL	1	----- Pick Up -----
3 12:22 pm	LONGLEAF LN & COTTONWOOD RD	1	----- Pick Up -----
4 12:28 pm	SARATOGA LN & YORKTOWN RD	1	----- Pick Up -----
5 12:33 pm	AUBURN RD & COPPER ROAD	2	----- Pick Up -----
6 12:35 pm	MARGARET CLIFFORD SCHOOL	-6	----- Drop Off -----

TRIP SUMMARY

07/20/2020

TRIP ZPHS PM
AIDE
DRIVER NAME
BUS NUMBER

START TIME: 3:20 pm
FINISH TIME: 3:42 pm
TOTAL TIME: 0:22

DISTANCE 7.14
NO. STUDENTS TRANSPORTED 6
MAX STUDENTS ON BUS 6

ZPHS PM			
TIME	COMMENT/LOCATION	COUNT	
1 3:20 pm	MARGARET CLIFFORD SCHOOL	6	----- Pick Up -----
2 3:24 pm	AUBURN RD & COPPER ROAD	-2	----- Drop Off -----
3 3:28 pm	SARATOGA LN & YORKTOWN RD	-1	----- Drop Off -----
4 3:34 pm	BUCKEYE RD & ELM PL	-1	----- Drop Off -----
5 3:36 pm	LONGLEAF LN & COTTONWOOD RD	-1	----- Drop Off -----
6 3:42 pm	1226 OLDMANS CREEK RD	-1	----- Drop Off -----