

**SWEET HOME CENTRAL SCHOOL DISTRICT
OF AMHERST AND TONAWANDA**

M E M O R A N D U M

TO: Michael V. Ginestre, Superintendent of Schools
FROM: Donald G. Feldmann, Assistant Superintendent for Finance & Plant Services
DATE: November 10, 2022
RE: Driver Education Request for Proposal (RFP #2022-23-3)



My office developed a Request for Proposal (RFP) for the in-car instruction portion of our Driver Education program. In addition to being advertised in the Amherst Bee, documents were mailed to nine (9) potential vendors and proposals were received from one (1) vendor. The RFP requested the following:

- Cost per student for in-car instruction for winter and spring for the 2022-23 school year. In addition to providing the instruction, vendors were also asked to provide the vehicles.

Tabulation:

Below is a summary of the RFP results:

Cost per student for in-car instruction using driving school vehicles:	
	2022-23
AAA of Western & Central New York	\$440

Recommendation:

I recommend that we award the in-car instruction portion of Driver Education to **AAA of Western & Central New York** at a per student cost of \$440. At an average of 40 students per session, in-car instruction for Driver Education would total approximately \$35,200 for the remainder of the 2022-23 school year. The District does have the opportunity to extend the agreement annually at the same cost to the District or not greater than a CPI increase as mutually agreed between the District and vendor.

Please note that this is a self-supporting program since the students pay for their own workbooks and the District bears no cost with this program and our program is traditionally one of the lowest priced in the area for our students and families.

The program will be offered to our families pending both Board of Education and New York State Education Department (NYSED) approval.