

INVITATION FOR BID (IFB)

**SCHOOL BUS TRANSPORTATION
THE PUBLIC SCHOOLS OF NORTHBOROUGH AND SOUTHBOROUGH**

Bidders are invited to furnish the Northborough Public Schools, the Southborough Public Schools, and the Northborough-Southborough Regional School District (hereafter referred to as the “Districts”) with SCHOOL BUS TRANSPORTATION beginning School Year 2025-2026. Interested parties may obtain a complete set of bid documents from the Superintendent’s Office, 53 Parkerville Road, Southborough, MA 01772, or by calling (508) 486-5115. The bid documents will also be available on the Public Schools of Northborough and Southborough website at www.nsboro.k12.ma.us. All prospective bidders shall contact the Superintendent’s Office to be entered into the official prospective bidders listing.

Bids will be accepted at the Office of the Superintendent of Schools, 53 Parkerville Road, Southborough, MA 01772, until 11:00 AM on Wednesday, February 26, 2025. At that time, the bids shall be publicly opened and read aloud. The Districts shall accept In-hand deliveries only between 8:00 AM and 4:30 PM at the Office of the Superintendent of Schools. All bids must be in a sealed envelope and clearly marked:

BID #2025-2NSR
School Bus Transportation Bid
Due: 11:00 AM on Wednesday, February 26, 2025

This bid and contract(s) are solicited under Chapter 30B of the Massachusetts General Laws. Questions concerning this Invitation for Bid shall be submitted in writing to Rebecca Pellegrino, Assistant Superintendent of Finance, via email at rpellegrino@nsboro.k12.ma.us.

The Districts reserve the right to accept or reject any or all bids, or part or in whole, at their sole discretion and to make such awards deemed to be in the best interest of the Districts. In accordance with the provisions of applicable statutes, laws, rules, regulations, and ordinances, Northborough Public Schools, Southborough Public Schools, and the Northborough-Southborough Regional School District do not discriminate in employment or in the provision of services and all qualified Contractors will receive consideration without regard to race, age, color, religious affiliation, gender, handicap, sexual orientation, veteran’s status, or national origin.

Gregory L. Martineau
Superintendent of Schools

Public Schools of Northborough and Southborough
TABLE OF CONTENTS

- A. Information and Instructions to Bidders
- B. References and Criteria for Selection
- C. Specifications: Schedule and Route
- D. Specifications: Equipment
- E. Specifications: Drivers
- F. Specifications: Non-Performance
- G. Contract Bid Forms
- H. Attestation Certification
- I. Certification of Authority
- J. Affidavit of Non-Collusion
- K. Sample Transportation Contract
- L. Bidder Checklist
- M. Prevailing Wage Schedule Determination
- N. Current Bus Routes
- O. 2024-2025 School Year Transportation Invoices
- P. 2024-2025 School Calendar and School Locations and Hours

The Public Schools of Northborough and Southborough
Section A - Information And Instructions To Bidders

1. The Northborough Public Schools, the Southborough Public Schools, and the Northborough- Southborough Regional School District, by their School Committees, request sealed bids (M.G.L. Chapter 30B procurement) for school bus transportation of pupils and other authorized persons to and from school, including regular school transportation, field trips, athletic, curricular and extracurricular activities, and other transportation, as required by the School Committees or their designee, the Superintendent. The following comprises the bid package, including the contract(s) specifications.
2. The Northborough-Southborough Regional School District is serving as the lead agency for the purpose of obtaining competitive bids for itself, Northborough Public Schools, and Southborough Public Schools, pursuant to Chapter 7, section 22B, and Chapter 30B of the Massachusetts General Laws. As such, the Districts and/or their agents shall be held harmless for any action resulting from this bid or resulting contract(s).
3. Bidders shall submit one (1) original bid and a complete copy on a thumb drive in a sealed envelope, marked with the bidder's name and address, to the Office of the Superintendent of the Public Schools of Northborough and Southborough, 53 Parkerville Road, Southborough, MA 01772, no later than Wednesday, February 26, 2025, at 11:00 AM at which time the bids shall be publicly opened and read aloud. Faxed or electronic bids shall not be accepted. Further, the envelope shall be clearly marked with the bidder's name and address in the upper left-hand corner of the envelope and with the following in the center of the envelope:

BID #2025-2NSR
School Bus Transportation Bid
Due: 11:00 AM on Wednesday, February 26, 2025

Bids received after the date and time specified shall not be considered. The Districts assume no responsibility for late submissions due to mail, courier, or delivery delays.

NOTE: Bids received in “express” envelopes or boxes will not be accepted as the proposal envelope. As previously noted, the proposal envelope must be properly marked and contained inside such “express” mail-type envelopes or boxes if used. **The Districts will not be responsible for the premature opening of any proposal not properly identified, and any such proposal will be rejected.**

If, on the proposal due date, the above office is closed due to events beyond the Districts' control, such as fire, snow, ice, wind, or building evacuation, the bid opening will be postponed to the next regularly scheduled business day - Monday - Friday, excluding holidays. Bids will be accepted at the same location until that date and time.

4. The Awarding Authorities are the Northborough School Committee, the Southborough School Committee, and the Northborough-Southborough Regional School Committee.
5. Currently, thirty-two (32) school buses are required to provide school bus transportation for the Northborough Public Schools, the Southborough Public Schools, and the Northborough-Southborough Regional School District. The Districts operate a hybrid three-tier transportation system. High and Middle Schools are Tier 1, and Elementary Schools are Tier 2 and 3.

Northborough Public Schools

The Northborough bus routes provide transportation for the Northborough Public Schools (Grades K-8) students and St. Bernadette Catholic School students. Seventeen (17) buses are required to service the Northborough routes. The first tier is Robert E. Melican Middle School students (with Algonquin Regional High School students); the second tier is Fannie E. Proctor Elementary School and Marion E. Zeh Elementary School; and the third tier is Lincoln Street Elementary School and Marguerite E. Peaslee Elementary School.

Northborough Late Bus Runs for Melican Middle School: Two (2) late bus routes depart at 3:30 PM on Tuesday, Wednesday, and Thursday each week. Each late bus run is anticipated to require a single school bus to provide service on that route. The total number of late bus runs required will average six (6) per week for thirty-six (36) weeks for a total of two hundred and sixteen (216) trips during the school year.

Southborough Public Schools

The Southborough bus routes provide transportation for the Southborough Public Schools (Grades K-8) students. Fifteen (15) buses are required to service the Southborough routes. The first tier is P. Brent Trottier Middle School students (with Algonquin Regional High School students); the second tier is Margaret A. Neary School and Alfred S. Woodward Memorial School; and the third tier is Mary E. Finn School.

Southborough Late Bus Runs for Trottier Middle School: Two (2) late bus routes depart at 3:30 PM on Tuesday, Wednesday, Thursday, and Friday each week. Each late bus run is anticipated to require a single school bus to provide service on that route. The total number of late bus runs required will average eight (8) per week for thirty-six (36) weeks for a total of two hundred and eighty-eight (288) trips during the school year.

Northborough-Southborough Regional School District

The Northborough-Southborough Regional School District bus routes provide transportation for Algonquin Regional High School (Grades 9-12) students who reside in Northborough and Southborough. Seventeen (17) buses are currently utilized to service the Northborough routes. Fifteen (15) buses are currently utilized to service the Southborough routes. One tier provides transportation service to/from the Towns of Northborough and Southborough to/from Algonquin Regional High School.

Late Bus Runs for Algonquin Regional High School: Four (4) late bus routes, two (2) routes for each of the two (2) district towns, depart Algonquin at 4:00 PM on Tuesday, Wednesday, and Thursday each week; there may be days when one or more late bus runs shall not be operated as determined by the Principal. Each late bus run is anticipated to require a single school bus to provide service on that route. The total number of late bus runs required will average twelve (12) per week for thirty-six (36) weeks for a total of four hundred and thirty-two (432) trips during the school year.

Summer Programming

The Districts operate summer programming that requires five (5) buses to transport students for summer programming, including three (3) routes for students residing in Northborough and two (2) routes for students residing in Southborough. The final rosters with routing are completed in early June for a late June start time. The programming runs for 5-7 weeks.

6. The total Regular Day Transportation contract amount for Fiscal Year 2025 is Two Million One Hundred Sixty-Four Thousand Six Hundred Forty-Eight Dollars (\$2,164,648) or \$375.81 per bus per day. The breakdown of payments by the Districts is as follows:

Northborough Public Schools – Four Hundred Seventy-Six Thousand Two Hundred Twenty-Three Dollars (\$476,223);

Southborough Public Schools – Four Hundred Eleven Thousand Two Hundred Eighty-Three Dollars (\$411,283); and

Northborough-Southborough Regional School District – One Million Two Hundred Seventy-Seven Thousand One Hundred Forty-Two Dollars (\$1,277,142).

7. Questions regarding the bid specifications must be submitted to Rebecca Pellegrino, Assistant Superintendent of Finance, rpellegrino@nsboro.k12.ma.us, by email no later than seven (7) days before the bid opening. Said questions shall be answered and distributed by addendum through email to all bidders having picked up specifications. All bidders shall acknowledge receipt of all addenda with their bid.
8. Bidders shall submit bids for the entire contract term(s). The contract(s) shall be for three (3) years commencing July 1, 2025, and terminating June 30, 2028, with two one-year options to renew. Monthly payments shall correspond to the months of service and be divided equally.
9. The successful bidder shall enter into written contracts with the Northborough Public Schools, the Southborough Public Schools, and the Northborough-Southborough Regional School District within thirty (30) days of award. Bidders shall review the contracts and specifications and be familiar with the contents. The Information and Instructions to Bidders and the Specifications are also incorporated and made a part of the contract(s).
10. Bidders must use bid forms provided with this bid package. Incomplete bids, improperly endorsed, or otherwise not in compliance with the requirements set forth herein may be rejected by the Districts at the discretion of the Superintendent and in accordance with applicable law.
11. Each bidder shall provide a detailed description of each vehicle to be furnished, including the year of manufacture, bus make, body make, present mileage, present condition, seating capacity, and vehicle identification number. The School Committee may reject any vehicle that does not conform to the specifications defined herein. Buses to be used in the performance of the contract(s) shall be no more than ten (10) years since manufacture at the beginning of the contract(s) and have no more than one hundred thirty thousand (130,000) original miles at the beginning of each year of the contract(s). Electric vehicles are preferred.
12. The Districts encourage but do not require the Contractor to garage 90% of the required fleet of buses, including spare buses, within the Towns of Northborough and Southborough collectively for the purpose of Motor Vehicle Excise Tax being paid to the towns that are members of the Regional School District.
13. To ensure the faithful fulfillment of its terms, each bidder shall submit a Ten Thousand Dollar (\$10,000) bid security deposit in the form of a bid bond, certified check, or cashier's check issued by a responsible bank or trust company, payable to the Northborough-Southborough Regional School District. Within thirty (30) days of the award of the contract(s), bid deposits shall be returned to all but the three lowest responsible and responsive bidders. Any bidder awarded the contract(s) who fails to execute them under the terms and conditions set forth herein shall forfeit its bid deposit as liquidated damages to the School Committees.
14. Bidders shall provide their bid price in the form of a Unit Price for each type of route (regular, summer, afterschool, charter), as outlined in the attached form. All routes, runs, and other quantities contained in said form and elsewhere in this bid package are estimates and should not be interpreted by the bidder as the actual quantities. The Unit Price quoted by each bidder shall apply without change to any variation in said quantity actually experienced or applicable. The Districts shall have the right to increase and decrease said quantities.
15. All buses to be used to fulfill the terms of these contract(s) shall conform to the Registry of Motor Vehicles regulations and the requirements of statutes and other regulatory agencies as may pertain at all times during the life of the contract(s).

16. All bid prices submitted in response to this IFB must remain firm for ninety days (90) following the bid opening on Wednesday, February 26, 2025, and may be extended by 45 days as permitted by Massachusetts General Laws, Chapter 30B.
17. The bid shall be signed by an individual duly authorized to bind the corporation, as evidenced by a current Certificate of Corporate Vote with a seal affixed.
18. The Contractor shall annually furnish a performance bond issued by a company licensed to do business in the Commonwealth of Massachusetts for 100 percent of the annual contract amount in a form that is satisfactory to the Districts for the duration of the contract, within ten (10) working days of award of contract. The bond cost shall be included in the bid cost for each year of the bid. At their sole discretion, the School Committees reserve the right to eliminate or reduce the bond requirement, at any time, from 100 percent if they deem it to be in the best public interest. In the event of a revision of the bond amount, the contract price will be decreased accordingly prior to the execution of the contract or the start of any school year during the term of the contract.
19. Except where specifically limited by the contract(s), the bid price shall be construed to cover all costs incurred by the bidder to perform the work required by the contract(s), including but not limited to labor, material, fuel, transportation, insurance, and replacement equipment.
20. Massachusetts General Law, Chapter 30B requires an appropriation (or other sources of funds) sufficient to pay for the first fiscal year before a multi-year contract(s) is entered into. It also provides that each succeeding year's performance and payment will be subject to appropriation or availability of other funds. The contract(s) are subject to appropriation or availability of other funds by the Town of Northborough, the Town of Southborough, and the Northborough-Southborough Regional School District.
21. Bidders shall complete the Non-Collusion Affidavit, Tax Certificate, and Certificate of Corporate Authority on the forms provided herein. In addition, bidders shall provide a complete Reference List and Equipment List.
22. The Districts reserve the right to accept or reject any or all bids, or any part thereof, and to make such awards deemed in the best interest of the Northborough Public Schools, the Southborough Public Schools, and the Northborough-Southborough Regional School District.
23. It is to be recognized that the Northborough Public Schools, the Southborough Public Schools, and the Northborough-Southborough Regional School District may own vehicles. The Districts may utilize these vehicles for field trips, routes, and other activities. Using these vehicles for these particular activities is not to be construed as a violation of the contract(s) with the bidder awarded the transportation contract(s) for field trips, athletic events, and extracurricular activities. The Contractor for this portion of the contract(s) will be used subject to the availability of the school-owned vehicles.
24. The contract(s) for transportation or any right, title, or interest therein may not be assigned by the Contractor without the approval of the Districts. The Contractor may not engage subcontractors, hire others to perform all or part of this agreement, nor otherwise delegate their obligations to perform under the contract(s). The School Committees reserve the right to suspend or terminate the contract(s) in whole or in part due to the Contractor's bankruptcy filing.
25. The Districts do not assume any responsibility for errors, omissions, or misinterpretations that may have resulted in whole or in part from the use of incomplete bid documents to include addenda. The bidder shall immediately report to the Assistant Superintendent of Finance any ambiguity or inconsistency that the bidder may discover upon examination of the bid documents. The bidder shall submit in writing any questions regarding intent or meaning. The Assistant Superintendent of Finance shall arrange an addendum which shall become part of the contract(s) and specifications; all questions so received, and shall send a copy of the

addendum to all bidders. Unless the bidder takes such action and approval is obtained, the bidder agrees with the specifications as written and described. The Districts will not be held accountable for any oral instructions.

26. An addenda will be emailed or mailed to all known bid recipients. Any addenda will be posted on the Public Schools of Northborough and Southborough website under Business & Finance - Current Bid Opportunities. No addenda will be issued within the immediate three (3) business days before the date of receipt set for such bids, except an addendum that withdraws or otherwise postpones the date of the bid opening. The Contractor shall acknowledge An addendum or addenda on the bid price form.

The Public Schools of Northborough and Southborough
Section B - References And Criteria For Selection

1. Each Bidder shall include a complete list of the current regular home-to-school public school transportation contracts and all such contracts entered into within the last five (5) years within the states of Massachusetts, Rhode Island, Connecticut, New Hampshire, Vermont, and Maine. If the bidder has no contracts within these six (6) states, they shall provide a complete list of the current regular day home-to-school public school transportation contracts and all such contracts entered into within the last five (5) years in the United States. The list shall include the name of the school system or owner, the owner's address, telephone number, the name of the contact person designated by the owner, and that person's title or position. The references will demonstrate that during the past five (5) years, the Contractor has provided safe and efficient school bus transportation services for schools that have needs similar to those of the Public Schools of Northborough and Southborough, school systems with at least ten (10) school buses transporting to at least three (3) schools. Each Bidder shall be incorporated for at least the last five (5) years.
2. The Districts require evidence of a bidder's financial ability to perform the transportation needs. All bidders must submit recent documents that reflect this ability. While the Districts will accept all review materials, the Districts prefer a credit report from a credit reporting agency and audited financial statements attested to by a certified public accountant. Poor financial condition, as determined by the Districts, may be a basis for a determination that the vendor is not a responsible bidder.
3. The successful bidder shall be selected based upon the Districts' determination of the lowest responsible and responsive bidder and who is determined by the Superintendent to be the most capable and reliable in providing transportation to meet the needs of the students of the Northborough Public Schools, the Southborough Public Schools, and the Northborough-Southborough Regional School District. The Districts shall consider the total cost for the total overall contract cost, the bidder's references, its compliance with the requirements outlined in this bid package (see Contract Bid Form Checklist), its financial stability, and evidence of its cooperation, professionalism, and competence in working with municipal officials and others through this bidding process. The School Committee also reserves the right to consider its own experience with a bidder substantially as it would a third-party reference. The contract(s) shall not be awarded to a bidder not properly equipped to undertake and complete the required services.

The Public Schools of Northborough and Southborough
Section C - Specifications: Schedule & Route

1. The Public Schools of Northborough and Southborough require thirty-two (32) buses daily for one hundred and eighty (180) days. Thirty-one (31) buses shall be seventy-one (71) or larger passenger buses. One (1) bus shall be a thirty to thirty-five (30-35) passenger bus. We operate on a three-tier bus schedule as follows:

AM	Schools	Buses	Time
Tier 1	<ul style="list-style-type: none"> ● Algonquin Regional High School/Melican Middle School - Northborough (schools combined) ● Algonquin Regional High School/Trottier Middle School - Southborough (schools combined) 	<ul style="list-style-type: none"> ● 17 ● 15 	6:45 AM to 7:40 AM
Tier 2	<ul style="list-style-type: none"> ● Zeh Elementary School - Northborough ● Proctor Elementary School - Northborough ● St. Bernadette's - Northborough ● Neary/Woodward Elementary Schools - Southborough 	<ul style="list-style-type: none"> ● 9 ● 5 ● 1 ● 8 	7:40 AM to 8:40 AM
Tier 3	<ul style="list-style-type: none"> ● Lincoln Street Elementary School - Northborough ● Peaslee Elementary School - Northborough ● Finn Elementary School - Southborough 	<ul style="list-style-type: none"> ● 8 ● 7 ● 7 	8:00 AM to 9:00 AM

PM	Schools	Buses	Time
Tier 1	<ul style="list-style-type: none"> ● Algonquin Regional High School - Northborough ● Melican Middle School - Northborough ● Algonquin Regional High School - Southborough ● Trottier Middle School - Southborough 	<ul style="list-style-type: none"> ● 8 ● 9 ● 7 ● 8 	2:10 PM to 3:00 PM
Tier 2	<ul style="list-style-type: none"> ● Zeh Elementary School - Northborough ● Proctor Elementary School - Northborough ● St. Bernadette's - Northborough ● Neary/Woodward Elementary Schools - Southborough 	<ul style="list-style-type: none"> ● 4 ● 5 ● 1 ● 8 	3:00 PM to 3:45 PM
Tier 3	<ul style="list-style-type: none"> ● Lincoln Street Elementary School - Northborough ● Peaslee Elementary School - Northborough ● Finn Elementary School - Southborough 	<ul style="list-style-type: none"> ● 4 ● 5 ● 7 	3:25 PM to 4:15 PM

2. The Contractor will be expected to create, update, and adjust the routes in consultation with the Transportation and Registration Specialist and Assistant Superintendent of Operations. It is the Contractor's primary responsibility to manage the routes using RouteFinder software. The Districts will have full-time access to all data sources related to the account.
3. All routes, time schedules, and mileage shall be approved annually by the Superintendent or designee; therefore, the above schedule is subject to change. The Contractor is responsible for providing the Districts with the proposed routes and time schedules at least six (6) weeks before the start of the school year based on the new school year student population. The Districts will collaborate with the Contractor to finalize the routes. The new school year population shall be provided to the Contractor by the Districts by June 30th of each year for the purpose of updating routes. The Districts reserve the right to take over routing at any point during the agreement.

4. The Contractor will cover all bus routes regardless of regular driver absences. Substitute drivers must be available and knowledgeable about the Public Schools of Northborough and Southborough routes.
5. In any given year or time during the contract(s) term, the Northborough Public Schools, Southborough Public Schools, and Northborough-Southborough Regional School District may need to increase or decrease the number of regular day and private school transportation buses. Any increase/decrease will be at the daily rate specified in the contract(s).
6. Daily After School Late Buses are needed as follows:
 - Algonquin Regional High School - four (4) buses - two (2) for Northborough and two (2) for Southborough
 - Melican Middle School - two (2) buses
 - Trottier Middle School - two (2) buses
7. Buses shall be on the premises of the school building to deliver children in the morning no later than five (5) minutes before the opening of school, not earlier than fifteen (15) minutes before the opening of school, and no earlier than ten (10) minutes before the close of school. At no time shall buses be allowed to idle their engines on school property for longer than two (2) minutes.
8. The Superintendent or designee shall have the right to make such revisions in routes, the size of the buses, and the number of buses required at any time before or during any school year if it is determined to be in the best interest of the Districts. Such revisions shall be deemed an ordinary part of the contract(s). The Contractor, however, shall not change the number or size of buses, routes, or stops without the express prior consent of the Superintendent. The Contractor shall provide transportation at no additional cost for deviations from normal starting and dismissal times, which may occur at various times during the school year on the elementary and secondary levels, as well as emergencies as determined by the Superintendent. Nothing in this bid shall preclude the School Committee(s) from requiring additional vehicles for transportation when deemed in its best interest.
9. If an unforeseen circumstance, such as inclement weather, damage to school property, or labor strike, causes cancellation of school and/or the need for transportation services, and if the Contractor is notified of such cancellation before 5:30 a.m., there shall be no payment to the Contractor until the resumption of services.
10. Release Days: Student return home trips shall be in the afternoon except when students are released early due to inclement weather or other emergency conditions or on so-called "early release days" as determined by the Superintendent. The Contractor shall not charge any extra fee for such early-release trips.
11. Only children classified by the Superintendent or his designee as eligible for transportation shall be transported by the Contractor on specified routes.
12. The Contractor shall always be available by telephone and provide a local telephone number for immediate support.
13. If the Contractor fails to furnish transportation at any time, the Superintendent may, in their discretion, retain other buses as necessary. The Contractor shall pay the School Committee(s) the full costs incurred, or the School Committee(s) may deduct said costs from any amount owed to the Contractor.
14. The Contractor shall make buses available, at no cost to the Districts, to each school two (2) times per year, as mandated by State Law, as scheduled by the Superintendent for bus evacuation drills.
15. The Contractor will make buses available to a school or the Districts in the event of an emergency crisis.

16. The Contractor shall employ a bus dispatcher dedicated to the Districts and to work at an office within a twenty (20) mile radius (measured from Algonquin Regional High School, 79 Bartlett Street, Northborough, MA 01532) during all hours of operation to safely transport students to and from school, which includes before school when buses begin their routes and when the last bus is cleared. The office will have at least three (3) telephone lines, high-speed internet access, and 2-way radio controls.
17. The dispatcher should be familiar with the towns of Northborough and Southborough. The dispatcher shall be available to the Districts at least six (6) weeks before the school year starts to answer routing questions.
18. The dispatcher will not be used as a spare driver at any time and must be present to answer phone calls and for radio communication. The Public Schools of Northborough and Southborough will supply the Contractor with a draft of existing routes. The Contractor will make any changes needed because of student demographics, detours, etc., with final approval and input from the Superintendent or designee.
19. The dispatcher will provide the Districts with immediate communication through text message when a bus is running late (greater than 10 minutes), has a substitute driver, or an alternate vehicle is being used so that the Districts can communicate with impacted schools and families without delay.
20. Charters:
 - a. A twenty percent (20%) discount off the "Charter Buses" unit price shall apply if an athletic or field trip bus is used for a charter for another district during the same time as a District athletic or field trip. The discount shall be fifty percent (50%) of the "Athletic and Field Trip Buses" unit price if the bus has not returned in time for the District event to be returned home.
 - b. The Contractor must have up to three (3) buses or vans daily for charters.
 - c. The Contractor must have up to three (3) drivers available daily for charters.
 - d. The Contractor is also expected to provide all district athletic and field trips.
 - e. The Contractor shall compute all mileage charged for field and/or athletic trips using the MILO Mileage Guide published by the New England Motor Rate Bureau.
 - f. Mileage shall be computed from the school of origination (pick up) to the destination and back to the school of origination.
 - g. It is estimated that the Districts may require four hundred (400) athletic and field trips, the distance of which shall not exceed forty (40) miles one way, and waiting time shall not exceed five (5) hours. The mileage over forty (40) miles one way or the time over five (5) hours shall be paid at the mileage and time rate over forty and five, respectively.
 - h. Should the Districts need to contract with a different vendor due to the Contractor's inability to fulfill the request for the athletic trip, field trip, or other charter trip, the Districts will bill the difference in cost to the Contractor.

Public Schools of Northborough and Southborough
Section D - Specifications: Equipment

1. The Contractor shall provide the Districts with thirty-two (32) buses for the term of the contract(s), subject to such increase and decrease as may be determined by the Districts. Vehicle requirements for the regular day transportation will be for thirty-one (31) seventy-one (71) passenger buses or larger and one (1) thirty to thirty-five (30-35) passenger buses. If the number of routes is increased or decreased, the contract price shall increase or decrease accordingly, in an amount equal to the applicable unit price.
2. The estimated number of students assigned to each of the routes will be +/- ten (10) students of the capacity of each vehicle. These figures are approximate, and actual ridership may be lower. The Superintendent or designee may amend student bus assignments. Nothing in this provision shall alter the Districts' right to increase or decrease the number or size of vehicles required or the number of routes identified herein and to incur charges in the amount of the Unit Price for such alterations.
3. The Contractor must provide late bus transportation after school as previously specified.
4. The Contractor shall maintain all buses in good condition and furnish all necessary fuel, oil, grease, tires, maintenance, and repairs and have a qualified mechanic available to provide service to any and all vehicles used in the performance of the contract(s) at no additional cost to the Districts.
5. Copies of school bus registrations in the Districts shall be provided to the Superintendent annually, before August 1, for all buses used in the performance of the contract(s), and the Contractor shall timely pay the excise tax for all such buses.
6. The Contractor shall make available on-site spare buses as needed to replace any bus that breaks down promptly. Any bus that breaks down shall be replaced within twenty (20) minutes of notification of such breakdown. Notification to the Districts of a breakdown needs to be within five (5) minutes, and an estimate of when the Contractor will restore service should be included so that proper communication can be made to schools and families.
7. Each of the buses used by the Contractor, in accordance with its bid, shall be garaged within fifteen (15) minutes of Algonquin Regional High School, 79 Bartlett St., Northborough, MA 01532. The bidder shall submit with the bid the address and description of its terminal that will support the contract(s).
8. All vehicles used in the performance of the contract(s) shall be garaged so they are available within twenty (20) minutes in the event of inclement weather or emergencies.
9. At any time and at the Contractor's expense, the Districts may require the Contractor to provide a certificate from a motor vehicle repair garage of the Districts' choosing, indicating that the vehicles used in the contract(s) performance are in good order.
10. The Contractor shall provide written reports of the conditions of buses by the Registry of Motor Vehicles, as determined at the time of inspection during January, March, May, August, and November, and shall be presented to the Superintendent no later than ten (10) working days following the date of inspection. Failure to present inspection reports as provided herein shall be grounds for termination of the contract(s).
11. The Superintendent or designee may inspect any vehicle to be used by the Contractor at any time to establish its suitability for use as proper transportation for students. The Districts reserve the right to prohibit the use of any vehicle that does not meet such maintenance and/or safety standards as the Superintendent or designee deems reasonable and proper.

12. The Contractor shall maintain all equipment used in the performance of the contract(s) in full compliance with the Commonwealth of Massachusetts Minimum Standards for School Buses, and such equipment shall be maintained in good mechanical order at all times to pass the State School Bus Inspection. Said buses shall be kept clean and sanitary and open to examination by the School Committee, Superintendent, and any designee. Each driver will perform a pre-trip and post-trip inspection. As part of the post-trip inspection at the end of the day, the driver will search the school bus for students and, upon finding an empty bus, will place an "Empty" sign visible from the outside at the back of the school bus. The Contractor will maintain a log of said inspections.
13. All vehicles shall be equipped with stop arms and flashing lights as Chapter 90, Section 7B of the General Laws requires.
14. All vehicles shall be equipped with snow tires and/or chains when snow or other weather conditions require them.
15. The Contractor shall not use vehicles to display either inside or outside any advertisement, political or other, without the express written authorization of the Superintendent.
16. All vehicles shall be equipped with two-way radios permanently mounted with external rooftop-mounted antennas in working order and capable of interfacing with a base station.
17. All regular school buses shall be equipped with an internal housing to accommodate a video recording device capable of recording the occupants. Contractors shall be required to have video recorders for every route. The Contractor shall prominently display a video recording notice on all buses with cameras. The Superintendent or designee shall have the right to view video and audio in real-time through password-protected access. The Contractor shall maintain and store the recorded video/audio for thirty (30) days.
18. Daily, all buses used for service must be trackable using an application available to the Districts, families, and students that provides accurate GPS-based notifications regarding arrival time at bus stops for pick up and drop off. Buses not in service or different vehicles being used require the Contractor to update the assignment to provide accurate information. Maintaining accurate vehicle tracking is a requirement that requires daily management to ensure accuracy. The application must be supported by a help desk (provided by the Contractor) to help families with questions about usage, connectivity issues, and general camera questions. The Districts will not support the application, and all inquiries will be directed to the Contractor.
19. All regular school buses shall be equipped with equipment to provide drivers with GPS-controlled, verbal, turn-by-turn directions. All routes must be loaded onto the device so that each vehicle can be programmed on any of the thirty-two (32) routes. The upload should be a nightly update to support the most current routes and student assignments.
20. Buses to be used in the performance of the contract(s) shall be no more than ten (10) years since manufacture at the beginning of the contract(s) and have no more than one hundred fifty thousand (150,000) original miles at the beginning of each year of the contract. Electric vehicles are preferred.
21. The Contractor shall submit, by August 1, annual update documentation identifying and detailing the composition of the bus fleet to be used as of each start of the new school year. Said documentation shall include, for each vehicle to be used in the performance of the contract(s), the year of manufacture, make of bus, make of body, present mileage, present condition, seating capacity, number of heaters, and vehicle identification number. The School Committee may reject any vehicle that does not conform to the below specifications.
22. Each bus will be equipped with a permanently attached holding case in a visible location near the driver. This case will contain a current list of assigned students and their addresses, the route directions for that bus, and a

set of emergency procedures. The Contractor is responsible for updating these lists as needed and frequently during the first month of school each year.

23. There shall be no substitution of buses without permission of the Superintendent or designee, except in case of an emergency breakdown, and then only for a maximum of five (5) days. All substitute buses shall be subject to all contract requirements, including signage and technology requirements, cameras, GPS requirements, and other technology.
24. Each bus shall display prominently on both sides the name: PUBLIC SCHOOLS OF NORTHBOROUGH AND SOUTHBOROUGH. A bus number for identification shall be assigned to each bus by the Superintendent. Bus numbers shall be painted in black or white, six (6) inches high, immediately to the left of the entrance door. Substitute buses shall be identified with appropriate temporary numbers but must be displayed in windows and visible from the vehicle's front, side, and rear.
25. Each vehicle shall be fully equipped to meet all appropriate laws and regulations during the contract term(s). All insurance coverage on the vehicles used in the contract(s) must be with insurance companies licensed in Massachusetts and approved by the State Insurance Commissioner. No self-insurance by posting of bonds will be allowed under the contract(s).

The Contractor shall provide and maintain insurance at its own expense until the completion and acceptance of its services under the contract(s) for Worker's Compensation, Automobile, and General Liability, as set forth as follows: The Contractor will have in force for each school year, for any vehicle with a seating capacity of sixteen (16) or more passengers, \$15,000,000 bodily injury liability/property damage insurance. For vehicles of fifteen (15) or fewer passengers, \$3,000,000 in bodily injury liability/property damage is required. Worker's Compensation Insurance, including Employer's Liability Insurance in accordance with the laws of the state(s) in which the Contractor may be required to pay compensation General Liability Insurance, with a limit of at least \$2,000,000 and an aggregate of at least \$15,000,000. Property Damage Liability Insurance, with a limit per occurrence of at least \$2,000,000 and an annual aggregate limit of at least \$4,000,000. Automobile Bodily Injury and Property Liability, with a combined limit per accident of at least \$2,000,000 and an annual aggregate of at least \$15,000,000.

26. The Contractor shall annually furnish to the Districts a Certificate(s) of Insurance showing coverage as required herein by July 1.
27. The Districts shall be named as additional insured to the insurance policy and will be identified on the Insurance Certificate. The insurance coverage will hold the Town of Northborough, Town of Southborough, and Northborough-Southborough Regional School District harmless from all liens, claims, and lawsuits for bodily injury and property damage that may be incurred while fulfilling the contract(s). The Certificate Holders shall be as follows:
 - a. Town of Northborough, 63 Main Street, Northborough, MA 01532
 - b. Town of Southborough, 17 Common Street, Southborough, MA 01772
 - c. Northborough-Southborough Regional School District, 53 Parkerville Road, Southborough, MA 01772
28. No cancellation of, or reduction in, insurance coverage shall be valid unless written notice is provided to the certificate holder at least thirty (30) days before the intended date of said cancellation or reduction.
29. **Bid Add Alternative** - The Contractor will work with the Districts to develop a system to track student ridership on all regular school buses electronically. The Contractor will implement the system no later than year 2 of the contract(s). The access to the information should be a live feed to the District administration and school administration through password-protected access.

30. **Bid Add Alternative** - The Contractor will equip all regular school buses with an external housing to accommodate a video recording device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights as required by Chapter 90, Section 7B of the Mass. General Laws.
31. **Option:** Should the Districts acquire and provide adequate parking for the school buses and driver vehicles, the Contractor agrees to deduct the amount designated on the bid form from the annual contract cost. The Contractor would be required to provide any required facilities and to plow the lot during the winter.

The Public Schools of Northborough and Southborough
Section E - Specifications: Drivers

1. Drivers shall always be courteous, professional, and exemplary in speech and demeanor in their performance under the contract(s).
2. The Contractor shall ensure that all drivers performing services under the contract(s) are properly licensed and trained in full compliance with any and all applicable laws or regulations, whether in effect at the commencement of the contract(s) or enacted during the term of the contract(s). All drivers performing services under the contract(s) shall possess a valid license to operate a school bus in the Commonwealth of Massachusetts and have experience and a safe driving history.
3. The Contractor shall be responsible for a driver-training program that shall address new, experienced, and substitute drivers. The Contractor will provide the School Department with a copy of its driver training program manual and the name of its primary driver trainer. The School Department shall approve the primary driver trainer and the program. All school bus drivers shall have completed the authorized driver training program.
4. The Contractor shall file with the Superintendent, one (1) week before the first day of school and each year thereafter, the name, address, telephone number, driver's license number, and photograph of each driver who will operate a vehicle under the contract(s). In the event a new driver assumes duties under the contract(s) at any time during the school year, such information shall be filed with the Superintendent no less than three (3) days before the assumption of duties by the new driver whenever possible, and if not, then as quickly thereafter as is possible.
5. The Superintendent shall have the right to require that the Contractor replace any employee or agent providing services under the contract(s) if the Districts determine such person to be unqualified, unprofessional, or violating laws, rules, or regulations or the terms and conditions of the contract(s).
6. The Districts will conduct a background check of any and all drivers, including but not limited to SAFIS, CORI, and SORI checks. All checks must be completed one (1) week before the start of the school year or summer school.
7. The Superintendent reserves the right to revoke the contract(s) and/or to require any driver to be immediately removed from performing services under the contract(s) for consuming or having consumed an alcoholic beverage, in the opinion of the Superintendent or his designee, or for being in possession of an illegal drug or failing a random or scheduled drug test. The Superintendent or designee may, in their sole discretion and at no expense to the Districts, require random or scheduled drug or alcohol testing of drivers and submit the results to said Districts.
8. All drivers must be issued a copy of the Contractor's Drug and Alcohol Policy for CDL drivers each year. A copy must also be submitted to the Districts (Attention: Assistant Superintendent of Operations) by August 1 each year thereafter.
9. The Contractor shall certify to the Districts that all drivers have complied with the provisions of Massachusetts General Laws Chapter 90, Sections 8A and 8A ½, and United States Department of Transportation Regulations.
10. Smoking, vaping, or any tobacco or marijuana products are not allowed by the driver or others aboard any vehicle covered by the contract(s) at any time.

11. The Contractor shall ensure that all the drivers have on file with the Contractor a report, made by a registered physician, that they are in sound physical condition and capable of performing the duties of a school bus driver. The physical examination certificate must be submitted once a year, as required by law.
12. The Superintendent may require a driver to submit to a physical examination by a physician selected by the Superintendent at the Contractor's expense.
13. The Contractor will notify the Districts immediately if a bus driver has a moving violation, Operating Under the Influence (OUI), or any other motor vehicle infraction (personal or work-related). If a driver is pulled over for and is cited for an OUI, the Contractor will immediately remove the driver from bus driving responsibilities until the legal process is complete and notify the Districts.
14. Drivers shall report all cases of student misbehavior on buses and shall otherwise comply with school policy. All reports of student misbehavior shall be in writing and delivered electronically in a password-protected format to each school's administration. All cases must be reported immediately, and all reports must be submitted to the school within twenty-four (24) hours by the Contractor. Drivers will not take disciplinary action against any student unless that behavior might cause harm to them or others. In no case shall a driver eject a student from a bus for misbehavior. Removing a student from a bus for misbehavior can be taken only by the school administration.
15. Drivers shall remain on their respective buses at all times when passengers are on board and while picking up or discharging students on school property, except in cases of emergency. After each shift, drivers will visually scan each seat to ensure no student remains in the vehicle. The driver's first concern must be for the safety of the students and other authorized passengers. Once the safety check is completed, the driver must report "all clear" to the Dispatch office.
16. Drivers shall not be permitted to carry anyone other than school officials, teachers, or chaperones while carrying students without the express prior permission of the Superintendent or designee. School personnel shall wear their identification badge while riding a school bus. Exceptions to this prohibition are bus company employees such as supervisors, student drivers, and trainees.
17. Drivers (including substitutes) may be required to attend periodic meetings with the District.
18. Drivers will operate school buses at a rate of speed that is legal and safe for existing conditions.
19. Drivers will require passengers to pass in front of the bus when they leave the bus or cross the road to the opposite side. Drivers will keep the buses' flashing lights on until the students have reached the other side of the road.
20. The Districts shall not tolerate swearing and using vulgar or inappropriate language on the bus by the driver and/or students. The Superintendent reserves the right to remove any driver from duty for any inappropriate behavior. Such removal is at the sole discretion of the Superintendent or designee.
21. Pick-ups and drop-offs must be at authorized bus stops only. If a driver sees a need for an additional stop or an elimination of a stop on their route, the driver shall bring their recommendation to the attention of the driver's supervisor and the Superintendent or designee.
22. Drivers shall not pull halfway off the highway to receive or discharge pupils.
23. Drivers shall not fuel any school bus while passengers are on the bus.
24. In addition to the above, all statutes of the Commonwealth of Massachusetts and all rules and regulations of the Department of Safety, Registry of Motor Vehicles, with reference to school bus drivers, shall be observed.

25. No school bus driver shall use a cell phone or text while on the bus.
26. The Contractor will ensure that its drivers complete First Aid Training such as Red Cross First Aid, CPR training, and Epipen training. Drivers must complete all such training before the start of each school year and whenever there is a change in a driver during the school year. The Contractor shall be responsible for all training costs. The School Committee may require the Contractor to show evidence of training for all drivers at any point during the school year and contract period.
27. The Contractor shall report all accidents and irregularities immediately to the Superintendent and the Principal of the relevant school. Within twenty-four (24) hours after the accident, the Contractor will provide a copy of the accident report filed with the applicable police department to the Superintendent.
28. The Contractor is required to have a pool of substitute drivers. The spare drivers shall be trained on all routes and be available to support all thirty-two (32) routes if designated.
29. **Bid Add Alternative** - The Contractor will provide one (1) spare driver, specifically dedicated to the Public Schools of Northborough and Southborough. The spare driver shall be trained on all routes and be available to support all thirty-two (32) routes if designated. The spare driver should be available in the Districts and in close proximity to a school for immediate deployment for a driver that breaks down, lost, or is absent unexpectedly. The spare driver is prohibited from being used by other school districts. The Public Schools of Northborough and Southborough reserve the right to exercise this alternative for one or more spare drivers as funding allows.

The Public Schools of Northborough and Southborough
Section F - Specifications: Non-Performance

If the Contractor shall fail to perform services or shall perform services in a manner that is not in conformance with the terms and conditions of the contract(s), the School Committees may make any reasonable purchase or contract to purchase services in substitution for services due from the Contractor, and may deduct the cost of any substitute contract, or damages sustained by the School Committees due to non-performance or non-conformance of services, together with incidental and consequential damages, from the Contract Price, and may withhold such damages from sums due or to become due.

In addition to the rights under the contract(s), Northborough Public Schools, Southborough Public Schools, and Northborough-Southborough Regional School District will have the right to take disciplinary action and assess financial penalties for lack of performance in the following matters:

Violations:

Level 1

- Late arrival of buses at schools (more than 15 minutes)
- Failure to make route changes as requested
- Failure to properly mark and identify buses
- Failure to maintain equipment and technology for consistent and reliable performance
- Failure to provide required notifications related to daily operations
- Failure to provide required discipline reports promptly
- Failure to properly staff the dispatch center
- Failure to be immediately available to school district personnel, i.e., school district personnel cannot reach personnel at the bus company

Level 2

- Failure to remove a driver as requested
- Failure to provide training, as evidenced by drivers cited for operating violations
- Failure to provide the required equipment
- Failure to reassign buses so that GPS tracking can remain consistent and dependable
- Failure to perform any/all driver testing
- Failure to provide properly trained routing personnel
- Failure to provide required information on monthly invoices
- Failure to provide requested video surveillance footage within the required timelines

Level 3

- Allowing an unlicensed driver to drive
- Allowing a driver to drive who has not completed a criminal record check by the Districts
- Allowing unauthorized passengers on the bus
- Failure to provide a bus for a daily route

Penalties:

Level 1

- First offense: Verbal notice
- Second offense: Written notice
- Third offense: \$100 per incident for repeated violation
- Subsequent violations: Possible termination of the contract(s)

Level 2

- First offense: Verbal notice
- Second offense: \$100 per incident for repeated violation

- Third offense: \$200 per incident for each uncorrected violation
- Subsequent violations: Possible termination of contract(s)

Level 3

- First offense: \$1,000 penalty
- Subsequent violations: Possible termination of the contract(s)

The School Committees may, by written notice to the Contractor, cancel the contract(s) at any time if the School Committees determine that the Contractor has defaulted in the performance of the contract(s) or has failed in any respect to provide the service with promptness and diligence or in the case of bankruptcy, receivership or a general assignment for the benefit of the Contractor's creditors.

Termination of a combined contract by the applicable School Committee will automatically terminate the contracts with the other two School Committees.

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms

BID FORM - SUBMISSION OF BID

Prospective bidders **MUST** bid on all of the transportation services required.

RULE FOR AWARD

- One contract may be awarded for the three school districts - Northborough Public Schools, Southborough Public Schools, and Northborough-Southborough Regional School District for Regular Day Transportation, Afterschool Late Bus, and Charter Trips - Athletics, Extracurricular, and Field Trips.

OR

- Individual contracts may be awarded for each of the districts for Regular Day Transportation, Afterschool Late Bus, and Charter Trips - Athletics, Extracurricular, and Field Trips:
 - Northborough Public Schools
 - Southborough Public Schools
 - Northborough-Southborough Regional School District

AND

- One contract may be awarded for the three school districts - Northborough Public Schools, Southborough Public Schools, and Northborough-Southborough Regional School District for Summer Programming.

Contracts may be awarded to more than one Contractor based on the lowest cost for either the combined Districts or for each individual District.

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part A - Combined Three Districts

AI. Regular Day Transportation

Line	Contract Year	Description	Unit Price	Bus Quantity	Days	Annual Cost
1	2025-26	71-passenger, conventional bus, cost per bus per day	\$	x 31 buses	x 180	= \$
2	2025-26	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
3	2026-27	71-passenger, conventional bus, cost per bus per day	\$	x 31 buses	x 180	= \$
4	2026-27	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
5	2027-28	71-passenger, conventional bus, cost per bus per day	\$	x 31 buses	x 180	= \$
6	2027-28	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
AIa. Total 3-Year Contract Cost (sum of lines 1-6)						\$ _____
7	Option Year 1 - 2028-29	71-passenger, conventional bus, cost per bus per day	\$	x 31 buses	x 180	= \$
8	Option Year 1 - 2028-29	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
9	Option Year 2 - 2029-30	71-passenger, conventional bus, cost per bus per day	\$	x 31 buses	x 180	= \$
10	Option Year 2 - 2029-30	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
AIb. Total 2 Option Years Contract Cost (sum of lines 7-10)						\$ _____

AII. Afterschool Late Bus

Line	Contract Year	Description	Unit Price	Quantity (estimated)	Annual Cost
11	2025-26	In District, school day, cost per trip	\$	x 936 trips	= \$
12	2026-27	In District, school day, cost per trip	\$	x 936 trips	= \$
13	2027-28	In District, school day, cost per trip	\$	x 936 trips	= \$
AIIa. Total 3-Year Contract Cost (sum of lines 11-13)					\$ _____
14	Option Year 1 - 2028-29	In District, school day, cost per trip	\$	x 936 trips	= \$
15	Option Year 2 - 2029-30	In District, school day, cost per trip	\$	x 936 trips	= \$
AIIb. Total Option Years Contract Cost (sum of lines 14-15)					\$ _____

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part A - Combined Three Districts

AIII. Charter Trips - Athletics, Extracurricular, and Field Trip

Line	Contract Year	Description	Unit Price	Quantity (estimated)	Annual Cost
16	2025-26	Mileage charge, cost per mile driven	\$	x 7,500 miles	= \$
17	2026-27	Mileage charge, cost per mile driven	\$	x 7,500 miles	= \$
18	2027-28	Mileage charge, cost per mile driven	\$	x 7,500 miles	= \$
AIIIa. Total 3-Year Contract Cost (sum of lines 16-18)					\$ _____
19	Option Year 1 - 2028-29	Mileage charge, cost per mile driven	\$	x 7,500 miles	= \$
20	Option Year 2 - 2029-30	Mileage charge, cost per mile driven	\$	x 7,500 miles	= \$
AIIIb. Total Option Years Contract Cost (sum of lines 19-20)					\$ _____

Waiting time (Estimated at 425 hours annually)

Line	Contract Year	Description	Unit Price	Quantity (estimated)	Annual Cost
21	2025-26	Wait time charge, cost per hour	\$	x 425 hours	= \$
22	2026-27	Wait time charge, cost per hour	\$	x 425 hours	= \$
23	2027-28	Wait time charge, cost per hour	\$	x 425 hours	= \$
AIIIc. Total 3-Year Contract Cost (sum of lines 21-23)					\$ _____
24	Option Year 1 - 2028-29	Wait time charge, cost per hour	\$	x 425 hours	= \$
25	Option Year 2 - 2029-30	Wait time charge, cost per hour	\$	x 425 hours	= \$
AIIIId. Total Option Years Contract Cost (sum of lines 24-25)					\$ _____

1. Total 3-Year Contract Cost (A1a+A1Ia+a1IIa+A1IIc)

2. Total Option Years Contract Cost (A1b+A1Ib+A1IIb+A1IIId)

Total Overall Contract Cost (1+2)

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part A - Combined Three Districts

Add Alternates will be awarded contingent upon funding.

Add Alternate #1

Contract Year	Description	Annual Cost
2025-26	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
2026-27	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
2027-28	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
Total 3-Year Contract Cost		\$
Option Year 1 - 2028-29	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
Option Year 2 - 2029-30	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
Total Option Years Contract Cost		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part A - Combined Three Districts

Add Alternates will be awarded contingent upon funding.

Add Alternate #2

Contract Year	Description	Annual Cost
2025-26	Electronic student ridership tracking system on all regular school buses	\$
2026-27	Electronic student ridership tracking system on all regular school buses	\$
2027-28	Electronic student ridership tracking system on all regular school buses	\$
Total 3-Year Contract Cost		\$
Option Year 1 - 2028-29	Electronic student ridership tracking system on all regular school buses	\$
Option Year 2 - 2029-30	Electronic student ridership tracking system on all regular school buses	\$
Total Option Years Contract Cost		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part A - Combined Three Districts

Add Alternates will be awarded contingent upon funding.

Add Alternate #3

Contract Year	Description	Annual Cost
2025-26	One (1) spare driver, specifically dedicated to the Public Schools of Northborough and Southborough	\$
2026-27	One (1) spare driver, specifically dedicated to the Public Schools of Northborough and Southborough	\$
2027-28	One (1) spare driver, specifically dedicated to the Public Schools of Northborough and Southborough	\$
Total 3-Year Contract Cost		\$
Option Year 1 - 2028-29	One (1) spare driver, specifically dedicated to the Public Schools of Northborough and Southborough	\$
Option Year 2 - 2029-30	One (1) spare driver, specifically dedicated to the Public Schools of Northborough and Southborough	\$
Total Option Years Contract Cost		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part A - Combined Three Districts

Option:

Contract Year	Description	Annual Cost
2025-26	Contract Reduction for District-Provided Parking Area	\$
2026-27	Contract Reduction for District-Provided Parking Area	\$
2027-28	Contract Reduction for District-Provided Parking Area	\$
Total 3-Year Contract Reduction		\$
Option Year 1 - 2028-29	Contract Reduction for District-Provided Parking Area	\$
Option Year 2 - 2029-30	Contract Reduction for District-Provided Parking Area	\$
Total Option Years Contract Reduction		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

BI. Regular Day Transportation - Northborough

Line	Contract Year	Description	Unit Price	Bus Quantity	Days	Annual Cost
1	2025-26	71-passenger, conventional bus, cost per bus per day	\$	x 17 buses	x 180	= \$
2	2026-27	71-passenger, conventional bus, cost per bus per day	\$	x 17 buses	x 180	= \$
3	2027-28	71-passenger, conventional bus, cost per bus per day	\$	x 17 buses	x 180	= \$
Bla. Total 3-Year Contract Cost (sum of lines 1-3)						\$ _____
4	Option Year 1 - 2028-29	71-passenger, conventional bus, cost per bus per day	\$	x 17 buses	x 180	= \$
5	Option Year 2 - 2029-30	71-passenger, conventional bus, cost per bus per day	\$	x 17 buses	x 180	= \$
Bib. Total 2 Option Years Contract Cost (sum of lines 4-5)						\$ _____

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

BII. Afterschool Late Bus - Northborough

Line	Contract Year	Description	Unit Price	Quantity <i>(estimated)</i>	Annual Cost
6	2025-26	In District, school day, cost per trip	\$	x 216 trips	= \$
7	2026-27	In District, school day, cost per trip	\$	x 216 trips	= \$
8	2027-28	In District, school day, cost per trip	\$	x 216 trips	= \$
BIIa. Total 3-Year Contract Cost (sum of lines 6-8)					\$ _____
9	Option Year 1 - 2028-29	In District, school day, cost per trip	\$	x 216 trips	= \$
10	Option Year 2 - 2029-30	In District, school day, cost per trip	\$	x 216 trips	= \$
BIIb. Total Option Years Contract Cost (sum of lines 9-10)					\$ _____

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

BIII. Charter Trips - Athletics, Extracurricular, and Field Trip - Northborough

Line	Contract Year	Description	Unit Price	Quantity (estimated)	Annual Cost
11	2025-26	Mileage charge, cost per mile driven	\$	x 1,875 miles	= \$
12	2026-27	Mileage charge, cost per mile driven	\$	x 1,875 miles	= \$
13	2027-28	Mileage charge, cost per mile driven	\$	x 1,875 miles	= \$
BIIIa. Total 3-Year Contract Cost (sum of lines 11-13)					\$ _____
14	Option Year 1 - 2028-29	Mileage charge, cost per mile driven	\$	x 1,875 miles	= \$
15	Option Year 2 - 2029-30	Mileage charge, cost per mile driven	\$	x 1,875 miles	= \$
BIIIb. Total Option Years Contract Cost (sum of lines 14-15)					\$ _____

Waiting time (Estimated at 425 hours annually)

Line	Contract Year	Description	Unit Price	Quantity (estimated)	Annual Cost
16	2025-26	Wait time charge, cost per hour	\$	x 110 hours	= \$
17	2026-27	Wait time charge, cost per hour	\$	x 110 hours	= \$
18	2027-28	Wait time charge, cost per hour	\$	x 110 hours	= \$
IIIc. Total 3-Year Contract Cost (sum of lines 16-18)					\$ _____
19	Option Year 1 - 2028-29	Wait time charge, cost per hour	\$	x 110 hours	= \$
20	Option Year 2 - 2029-30	Wait time charge, cost per hour	\$	x 110 hours	= \$
III d. Total Option Years Contract Cost (sum of lines 19-20)					\$ _____

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

1. Total Northborough 3-Year Contract Cost (Ia+IIa+IIIa+IIIc)

2. Total Northborough Option Years Contract Cost (Ib+IIb+IIIb+IIId)

Total Northborough Overall Contract Cost (1+2)

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

Add Alternates will be awarded contingent upon funding.

Add Alternate #1 - Northborough

Contract Year	Description	Annual Cost
2025-26	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
2026-27	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
2027-28	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
Total 3-Year Contract Cost		\$
Option Year 1 - 2028-29	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
Option Year 2 - 2029-30	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
Total Option Years Contract Cost		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

Add Alternate #2 - Northborough

Contract Year	Description	Annual Cost
2025-26	Electronic student ridership tracking system on all regular school buses	\$
2026-27	Electronic student ridership tracking system on all regular school buses	\$
2027-28	Electronic student ridership tracking system on all regular school buses	\$
Total 3-Year Contract Cost		\$
Option Year 1 - 2028-29	Electronic student ridership tracking system on all regular school buses	\$
Option Year 2 - 2029-30	Electronic student ridership tracking system on all regular school buses	\$
Total Option Years Contract Cost		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

Add Alternate #3 - Northborough

Contract Year	Description	Annual Cost
2025-26	One (1) spare driver, specifically dedicated to Northborough Public Schools	\$
2026-27	One (1) spare driver, specifically dedicated to Northborough Public Schools	\$
2027-28	One (1) spare driver, specifically dedicated to Northborough Public Schools	\$
Total 3-Year Contract Cost		\$
Option Year 1 - 2028-29	One (1) spare driver, specifically dedicated to Northborough Public Schools	\$
Option Year 2 - 2029-30	One (1) spare driver, specifically dedicated to Northborough Public Schools	\$
Total Option Years Contract Cost		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

Option - Northborough

Contract Year	Description	Annual Cost
2025-26	Contract Reduction for District-Provided Parking Area	\$
2026-27	Contract Reduction for District-Provided Parking Area	\$
2027-28	Contract Reduction for District-Provided Parking Area	\$
Total 3-Year Contract Reduction		\$
Option Year 1 - 2028-29	Contract Reduction for District-Provided Parking Area	\$
Option Year 2 - 2029-30	Contract Reduction for District-Provided Parking Area	\$
Total Option Years Contract Reduction		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

BIV. Regular Day Transportation - Southborough

Line	Contract Year	Description	Unit Price	Bus Quantity	Days	Annual Cost
1	2025-26	71-passenger, conventional bus, cost per bus per day	\$	x 14 buses	x 180	= \$
2	2025-26	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
3	2026-27	71-passenger, conventional bus, cost per bus per day	\$	x 14 buses	x 180	= \$
4	2026-27	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
5	2027-28	71-passenger, conventional bus, cost per bus per day	\$	x 14 buses	x 180	= \$
6	2027-28	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
BIVa. Total 3-Year Contract Cost (sum of lines 1-6)						\$ _____
7	Option Year 1 - 2028-29	71-passenger, conventional bus, cost per bus per day	\$	x 14 buses	x 180	= \$
8	Option Year 1 - 2028-29	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
9	Option Year 2 - 2029-30	71-passenger, conventional bus, cost per bus per day	\$	x 14 buses	x 180	= \$
10	Option Year 2 - 2029-30	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
BIVb. Total 2 Option Years Contract Cost (sum of lines 7-10)						\$ _____

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

BV. Afterschool Late Bus - Southborough

Line	Contract Year	Description	Unit Price	Quantity <i>(estimated)</i>	Annual Cost
11	2025-26	In District, school day, cost per trip	\$	x 288 trips	= \$
12	2026-27	In District, school day, cost per trip	\$	x 288 trips	= \$
13	2027-28	In District, school day, cost per trip	\$	x 288 trips	= \$
BVa. Total 3-Year Contract Cost (sum of lines 11-13)					\$ _____
14	Option Year 1 - 2028-29	In District, school day, cost per trip	\$	x 288 trips	= \$
15	Option Year 2 - 2029-30	In District, school day, cost per trip	\$	x 288 trips	= \$
BVb. Total Option Years Contract Cost (sum of lines 14-15)					\$ _____

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

BVI. Charter Trips - Athletics, Extracurricular, and Field Trip - Southborough

Line	Contract Year	Description	Unit Price	Quantity (estimated)	Annual Cost
16	2025-26	Mileage charge, cost per mile driven	\$	x 1,875 miles	= \$
17	2026-27	Mileage charge, cost per mile driven	\$	x 1,875 miles	= \$
18	2027-28	Mileage charge, cost per mile driven	\$	x 1,875 miles	= \$
BVIa. Total 3-Year Contract Cost (sum of lines 16-18)					\$ _____
19	Option Year 1 - 2028-29	Mileage charge, cost per mile driven	\$	x 1,875 miles	= \$
20	Option Year 2 - 2029-30	Mileage charge, cost per mile driven	\$	x 1,875 miles	= \$
BVIb. Total Option Years Contract Cost (sum of lines 19-20)					\$ _____

Waiting time (Estimated at 425 hours annually)

Line	Contract Year	Description	Unit Price	Quantity (estimated)	Annual Cost
21	2025-26	Wait time charge, cost per hour	\$	x 110 hours	= \$
22	2026-27	Wait time charge, cost per hour	\$	x 110 hours	= \$
23	2027-28	Wait time charge, cost per hour	\$	x 110 hours	= \$
BVIc. Total 3-Year Contract Cost (sum of lines 21-23)					\$ _____
24	Option Year 1 - 2028-29	Wait time charge, cost per hour	\$	x 110 hours	= \$
25	Option Year 2 - 2029-30	Wait time charge, cost per hour	\$	x 110 hours	= \$
BVIId. Total Option Years Contract Cost (sum of lines 24-25)					\$ _____

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

1. Total Southborough 3-Year Contract Cost (BIVa+BVa+BVIa+BVIc)

2. Total Southborough Option Years Contract Cost (BIVb+BVb+BVIb+BVIId)

Total Southborough Overall Contract Cost (1+2)

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

Add Alternates will be awarded contingent upon funding.

Add Alternate #1 - Southborough

Contract Year	Description	Annual Cost
2025-26	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
2026-27	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
2027-28	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
Total 3-Year Contract Cost		\$
Option Year 1 - 2028-29	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
Option Year 2 - 2029-30	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
Total Option Years Contract Cost		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

Add Alternate #2 - Southborough

Contract Year	Description	Annual Cost
2025-26	Electronic student ridership tracking system on all regular school buses	\$
2026-27	Electronic student ridership tracking system on all regular school buses	\$
2027-28	Electronic student ridership tracking system on all regular school buses	\$
Total 3-Year Contract Cost		\$
Option Year 1 - 2028-29	Electronic student ridership tracking system on all regular school buses	\$
Option Year 2 - 2029-30	Electronic student ridership tracking system on all regular school buses	\$
Total Option Years Contract Cost		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

Add Alternate #3 - Southborough

Contract Year	Description	Annual Cost
2025-26	One (1) spare driver, specifically dedicated to Southborough Public Schools	\$
2026-27	One (1) spare driver, specifically dedicated to Southborough Public Schools	\$
2027-28	One (1) spare driver, specifically dedicated to Southborough Public Schools	\$
Total 3-Year Contract Cost		\$
Option Year 1 - 2028-29	One (1) spare driver, specifically dedicated to Southborough Public Schools	\$
Option Year 2 - 2029-30	One (1) spare driver, specifically dedicated to Southborough Public Schools	\$
Total Option Years Contract Cost		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

Option - Southborough

Contract Year	Description	Annual Cost
2025-26	Contract Reduction for District-Provided Parking Area	\$
2026-27	Contract Reduction for District-Provided Parking Area	\$
2027-28	Contract Reduction for District-Provided Parking Area	\$
Total 3-Year Contract Reduction		\$
Option Year 1 - 2028-29	Contract Reduction for District-Provided Parking Area	\$
Option Year 2 - 2029-30	Contract Reduction for District-Provided Parking Area	\$
Total Option Years Contract Reduction		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

BVII. Regular Day Transportation - Northborough-Southborough Regional School District

Line	Contract Year	Description	Unit Price	Bus Quantity	Days	Annual Cost
1	2025-26	71-passenger, conventional bus, cost per bus per day	\$	x 31 buses	x 180	= \$
2	2025-26	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
3	2026-27	71-passenger, conventional bus, cost per bus per day	\$	x 31 buses	x 180	= \$
4	2026-27	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
5	2027-28	71-passenger, conventional bus, cost per bus per day	\$	x 31 buses	x 180	= \$
6	2027-28	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
BVIIa. Total 3-Year Contract Cost (sum of lines 1-6)						\$ _____
7	Option Year 1 - 2028-29	71-passenger, conventional bus, cost per bus per day	\$	x 31 buses	x 180	= \$
8	Option Year 1 - 2028-29	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
9	Option Year 2 - 2029-30	71-passenger, conventional bus, cost per bus per day	\$	x 31 buses	x 180	= \$
10	Option Year 2 - 2029-30	30-35 passenger, conventional bus, cost per bus per day	\$	x 1 bus	x 180	= \$
BVIIb. Total 2 Option Years Contract Cost (sum of lines 7-10)						\$ _____

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

BVIII. Afterschool Late Bus - Northborough-Southborough Regional School District

Line	Contract Year	Description	Unit Price	Quantity <i>(estimated)</i>	Annual Cost
11	2025-26	In District, school day, cost per trip	\$	x 432 trips	= \$
12	2026-27	In District, school day, cost per trip	\$	x 432 trips	= \$
13	2027-28	In District, school day, cost per trip	\$	x 432 trips	= \$
BVIIIa. Total 3-Year Contract Cost (sum of lines 11-13)					\$ _____
14	Option Year 1 - 2028-29	In District, school day, cost per trip	\$	x 432 trips	= \$
15	Option Year 2 - 2029-30	In District, school day, cost per trip	\$	x 432 trips	= \$
BVIIIb. Total Option Years Contract Cost (sum of lines 14-15)					\$ _____

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

BIX. Charter Trips - Athletics, Extracurricular, and Field Trip - Northborough-Southborough Regional School District

Line	Contract Year	Description	Unit Price	Quantity (estimated)	Annual Cost
16	2025-26	Mileage charge, cost per mile driven	\$	x 3,750 miles	= \$
17	2026-27	Mileage charge, cost per mile driven	\$	x 3,750 miles	= \$
18	2027-28	Mileage charge, cost per mile driven	\$	x 3,750 miles	= \$
BIXa. Total 3-Year Contract Cost (sum of lines 16-18)					\$ _____
19	Option Year 1 - 2028-29	Mileage charge, cost per mile driven	\$	x 3,750 miles	= \$
20	Option Year 2 - 2029-30	Mileage charge, cost per mile driven	\$	x 3,750 miles	= \$
BIXb. Total Option Years Contract Cost (sum of lines 19-20)					\$ _____

Waiting time (Estimated at 425 hours annually)

Line	Contract Year	Description	Unit Price	Quantity (estimated)	Annual Cost
21	2025-26	Wait time charge, cost per hour	\$	x 215 hours	= \$
22	2026-27	Wait time charge, cost per hour	\$	x 215 hours	= \$
23	2027-28	Wait time charge, cost per hour	\$	x 215 hours	= \$
BIXc. Total 3-Year Contract Cost (sum of lines 21-23)					\$ _____
24	Option Year 1 - 2028-29	Wait time charge, cost per hour	\$	x 215 hours	= \$
25	Option Year 2 - 2029-30	Wait time charge, cost per hour	\$	x 215 hours	= \$
BIXd. Total Option Years Contract Cost (sum of lines 24-25)					\$ _____

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

1. Total Northborough-Southborough Regional 3-Year Contract Cost (BVIIa+BVIIIa+BIXa+BIXc)

2. Total Northborough-Southborough Regional Option Years Contract Cost (BVIIb+BVIIIb+BIXb+BIXd)

Total Northborough-Southborough Regional Overall Contract Cost (1+2)

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

Add Alternates will be awarded contingent upon funding.

Add Alternate #1 - Northborough-Southborough Regional School District

Contract Year	Description	Annual Cost
2025-26	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
2026-27	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
2027-28	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
Total 3-Year Contract Cost		\$
Option Year 1 - 2028-29	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
Option Year 2 - 2029-30	Device capable of recording motor vehicles that do not stop for the school bus stop arms and flashing lights	\$
Total Option Years Contract Cost		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

Add Alternate #2 - Northborough-Southborough Regional School District

Contract Year	Description	Annual Cost
2025-26	Electronic student ridership tracking system on all regular school buses	\$
2026-27	Electronic student ridership tracking system on all regular school buses	\$
2027-28	Electronic student ridership tracking system on all regular school buses	\$
Total 3-Year Contract Cost		\$
Option Year 1 - 2028-29	Electronic student ridership tracking system on all regular school buses	\$
Option Year 2 - 2029-30	Electronic student ridership tracking system on all regular school buses	\$
Total Option Years Contract Cost		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

Add Alternate #3 - Northborough-Southborough Regional School District

Contract Year	Description	Annual Cost
2025-26	One (1) spare driver, specifically dedicated to the Northborough-Southborough Regional School District	\$
2026-27	One (1) spare driver, specifically dedicated to the Northborough-Southborough Regional School District	\$
2027-28	One (1) spare driver, specifically dedicated to the Northborough-Southborough Regional School District	\$
Total 3-Year Contract Cost		\$
Option Year 1 - 2028-29	One (1) spare driver, specifically dedicated to the Northborough-Southborough Regional School District	\$
Option Year 2 - 2029-30	One (1) spare driver, specifically dedicated to the Northborough-Southborough Regional School District	\$
Total Option Years Contract Cost		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part B - Individual Districts

Option - Northborough-Southborough Regional School District

Contract Year	Description	Annual Cost
2025-26	Contract Reduction for District-Provided Parking Area	\$
2026-27	Contract Reduction for District-Provided Parking Area	\$
2027-28	Contract Reduction for District-Provided Parking Area	\$
Total 3-Year Contract Reduction		\$
Option Year 1 - 2028-29	Contract Reduction for District-Provided Parking Area	\$
Option Year 2 - 2029-30	Contract Reduction for District-Provided Parking Area	\$
Total Option Years Contract Reduction		\$

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms
Part C - Summer Programming

CI. Summer Programming

Line	Contract Year	Description	Unit Price	Bus Quantity	Days	Annual Cost
1	2025-26	71-passenger, conventional bus, cost per bus per day	\$	x 5 buses	x 15	= \$
2	2026-27	71-passenger, conventional bus, cost per bus per day	\$	x 5 buses	x 15	= \$
3	2027-28	71-passenger, conventional bus, cost per bus per day	\$	x 5 buses	x 15	= \$
Cia. Total 3-Year Contract Cost (sum of lines 1-3)						\$ _____
4	Option Year 1 - 2028-29	71-passenger, conventional bus, cost per bus per day	\$	x 5 buses	x 15	= \$
5	Option Year 2 - 2029-30	71-passenger, conventional bus, cost per bus per day	\$	x 5 buses	x 15	= \$
Cib. Total Option Years Contract Cost (sum of lines 4-5)						\$ _____

Total Summer Programming Contract Cost (Cia+Cib)

The Public Schools of Northborough and Southborough
Section G - Contract Bid Forms

Form for Bid

***Part A - Combined Three Districts
Total Overall Contract Cost***

Bid Amount in Words

\$ _____
Bid Amount in Numbers

***Part B - Individual Districts
Total Northborough Overall Contract Cost***

Bid Amount in Words

\$ _____
Bid Amount in Numbers

***Part B - Individual Districts
Total Southborough Overall Contract Cost***

Bid Amount in Words

\$ _____
Bid Amount in Numbers

***Part B - Individual Districts
Total Northborough-Southborough Regional Overall Contract Cost***

Bid Amount in Words

\$ _____
Bid Amount in Numbers

Part C - Summer Programming
Total Contract Cost

Bid Amount in Words

\$ _____
Bid Amount in Numbers

This bid includes Addendum No(s). (if applicable) _____

The undersigned proposes to comply with all terms and conditions and all provisions of the bid requirements outlined in this Invitation for Bid. This form must be signed by the individual authorized to negotiate for and commit the bidder to a binding agreement.

Signature: _____

Date Signed: _____

Name: _____

Title: _____

Telephone: _____ Email: _____

Company: _____

Address: _____

The Public Schools of Northborough and Southborough
Section H: Attestation Certification

TAX COMPLIANCE CERTIFICATION

Pursuant to M.G.L. c. 62C, §49A, the undersigned certifies under the penalties of perjury that, to the best of their knowledge and belief, said individual/company/corporation is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Signature of Individual Submitting Proposal

Printed Name & Title: _____

Company: _____

Date: _____

Social Security number (voluntary) or Federal Identification Number

Approval of a contract or other agreement will not be granted unless this certification clause is signed by the applicant(s). Your Social Security Number or Federal Identification Number will be furnished to the Massachusetts Department of Revenue to determine whether you or the company have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended.

The Public Schools of Northborough and Southborough
Section I - Certification of Authority

I, _____, Clerk-Secretary of _____ hereby certify that, at a meeting of the Board of Directors of said Corporation duly held on _____ which date is earlier than the contract to which this certificate is incorporated by reference, at which a quorum was present and voting throughout, the following vote was duly passed and is now in full force and effect:

"Voted: That _____ be and hereby is authorized, directed and empowered for, in the name of and on behalf of this corporation, to sign, seal with the corporate seal, execute, acknowledge and deliver other obligations of this Corporation; the execution of any such bid, contract, bond or obligation with Southborough Public Schools **as the Awarding Authority** by such _____ to be valid and binding upon this Corporation for all purposes, and that a certificate of the Clerk-Secretary of this Corporation setting forth this vote shall be delivered to Southborough Public Schools as the Awarding Authority; and that this vote shall remain in full force and effect unless and until the same has been altered, amended or revoked by a subsequent vote of such directors and a certificate of such later vote attested by the Clerk-Secretary of this Corporation is delivered to the Awarding Authority."

I, further certify that _____ is the duly elected _____ of said corporation.

Signed: _____

CLERK-SECRETARY

Place of Business: _____

Date of Bid/Contract: _____

AFFIX CORPORATE SEAL

In the event that the Clerk or Secretary is the same person as the Officer authorized to sign that contract or other instrument for the Corporation, this Certificate must be countersigned by another officer of the Corporation.

Countersignature: _____

(Name and Title of Officer)

If there is no other Officer of the Corporation to attest, then this Certification must be notarized.

COMMONWEALTH OF MASSACHUSETTS

Worcester, ss.

On this _____ day of _____ 20____, before me, the undersigned Notary Public, personally appeared _____, as _____ of _____. and proved to me through satisfactory evidence of identification, which was _____, that h/she is the person whose name is signed on the foregoing document and acknowledged to me that h/she signed it voluntarily for its stated purpose.

Notary Public

My Commission Expires:

The Public Schools of Northborough and Southborough
Section J - Affidavit of Non-Collusion

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid is in all respects bona fide, fair, and made without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

Signature of Individual Submitting Proposal

Printed Name & Title: _____

Company: _____

Date: _____

The Public Schools of Northborough and Southborough
Section K - Sample Transportation Contract

SCHOOL TRANSPORTATION AGREEMENT
Between the
Public Schools of Northborough and Southborough
and

This agreement is made effective this ___th day of ___ 2025 by and between _____ (hereinafter, the “Contractor”) and the Northborough Public Schools, Southborough Public Schools, and the Northborough-Southborough Regional School District acting through and by its School Committees.

WHEREAS the Northborough Public Schools, Southborough Public Schools, and the Northborough-Southborough Regional School District, (“Districts”) require the provision of certain transportation services for the students on routes approved by the Districts incorporated herein by reference and forming part of this Agreement; and

WHEREAS the Contractor has agreed to provide the said transportation services to the Districts by acceptance of a notice of contract award; and

NOW THEREFORE, in consideration of the mutual covenants, agreements, and undertakings herein contained, and for other good and valuable consideration, the Parties hereto agree as follows:

ARTICLE 1. SCOPE OF SERVICES, DELIVERABLES: Pursuant to an Invitation for Bids issued _____, the Districts have awarded a contract specifying that the Contractor shall and will provide all services to the Districts, unless otherwise specified, necessary for the furnishing of school transportation services and related services approved by the School Committees, in compliance with and according to any and all documentation prepared by the Districts and the Contractor, including the Invitation for Bid, the Districts’ Transportation Procedures and Guidelines, and the Contractor’s Bid document all of which are attached and incorporated herein by reference as if written herein.

ARTICLE 2. PAYMENT/SCHEDULE: For and during the terms of this Agreement, the Districts will pay the Contractor for services the aggregate sum of _____ for Fiscal Year 2026 with years two and three, and two option years, of the contract to be adjusted by the submitted amount on the Contract Bid Forms attached and incorporated herein by reference. The breakdown of FY26 payments by the Districts is as follows:

1. Northborough Public Schools –
2. Southborough Public Schools –; and
3. Northborough-Southborough Regional School District – .

Additionally, the Districts will pay the Contractor the following for Fiscal Year 2026 with years two and three, and two option years, of the contract to be adjusted by the submitted amount on the Contract Bid Forms attached and incorporated herein by reference:

- Summer Programming -
- Afterschool Bus -
- In-District Charter Trips -
- Out-of-District Charter Trips -

Payments shall be made within thirty (30) days of the submittal of a correct invoice for services performed. Contractor will provide itemized invoices for services rendered each month with the first invoice to be submitted no later than twenty (20) days after the first of the school year. Any adjustment to each monthly

invoice shall be noted as either a reduction or an additional service. All payments are subject to approval by the School Committees. Therefore, payments will be processed depending on the Committee's meeting schedule. *(The Districts further agree to adhere to the payment schedule as specified in the aforesaid schedule, providing the Contractor submits proper documentation for payment in accordance with M.G.L. c.41, s.56)*

ARTICLE 3. TERM OF CONTRACT: It is agreed that the duration of this agreement shall be for a three (3) year term beginning July 1, 2025 to June 30, 2028. Two optional contract years could extend the contract to June 30, 2030. It is understood and agreed that any contractual obligation of the Districts in years subsequent to the fiscal year in which the contract is executed is contingent upon and subject to the availability of appropriated funds.

ARTICLE 4. NOTICES: It is agreed that the responsible parties to receive any notices under this Agreement are _____ and Rebecca Pellegrino, Assistant Superintendent of Finance for The Public Schools of Northborough and Southborough, 53 Parkerville Road, Southborough, MA 01772, rpellegrino@nsboro.k12.ma.us. All notices, consents, waivers, or other communications that are required or permitted hereunder shall be sufficient if given in writing and delivered personally or by sending a copy thereof by U.S. Mail, postage prepaid to the address above, or via email transmission (followed by an original document) to the email address above.

ARTICLE 5. INDEPENDENT CONTRACTOR RELATIONSHIP: The Contractor shall provide the services described in the contract documents, which shall be as detailed in the specifications contained in the Invitation for Bids which are incorporated herein and made a part hereto, including all addenda issued prior to the execution of this Agreement. While so performing the services under this Agreement, the Contractor and the Districts agree, understand and recognize that pursuant to s. 148B of Chapter 149 of the General Laws, Contractor is: (1) free from control and direction in connection with the performance of the service, both under this Agreement and in fact; and (2) the service is performed outside of the usual course of the business of the Districts, and (3) the Contractor is customarily engaged in an independently established trade, occupation, profession or business of the same nature as that involved in the execution of the service.

ARTICLE 6. PREVAILING WAGES: Pursuant to M.G.L. c. 71, s. 7A, Department of Labor Standards (DLS) has determined that no operative collective bargaining agreements exist within the Districts for which a prevailing wage can be set by DLS. A copy of this Notice is incorporated herein by reference.

ARTICLE 7. PERFORMANCE BOND: Contractor shall provide a **One Hundred percent (100%)** performance bond for the total annual transportation contract, issued by a surety company licensed by the Commonwealth of Massachusetts' Division of Insurance. Performance Bond to be forwarded to: **The Public Schools of Northborough and Southborough, 53 Parkerville Road, Southborough, MA 01772.**

ARTICLE 8. INDEMNIFICATION: Contractor shall, to the maximum extent permitted by law, indemnify and hold harmless The Public Schools of Northborough and Southborough, its officers, agents, and employees from and against any and all damages, actions, suits, proceedings, claims, liabilities, demands, losses, costs and expenses (including reasonable attorneys' fees) for any personal injury or property damage, patent, or copyright infringement or other damages that the Districts may sustain which arise out of or in connection with the Contractor's performance under this Contract or to be performed by the Contractor, its agents, officers, employees, sub-consultants, or subcontractors, including but not limited to negligence, reckless or intentional conduct of the Contractor, its agents, officers, employees, sub-consultants, or subcontractors. The existence of insurance shall in no way limit the scope of this indemnification. Contractor further agrees to reimburse The Public Schools of Northborough and Southborough for damage to its property caused by the Contractor, its agents, officers, employees, sub-consultants, or subcontractors, including damages caused by his, her, its or

their use of faulty, defective or unsuitable material or equipment, unless damage is caused by the Districts' gross negligence or willful misconduct. The Contractor shall at no time be considered an agent or representative of the Districts. After prompt notification of a claim by the Districts, the Contractor shall have an opportunity to participate in the defense of such claims and any negotiated settlement agreement or judgment.

ARTICLE 9. INSURANCE: Contractor to provide Certificate of Insurance providing Broad Form General Liability including the following coverage: Premises and Operations, Contractual Liability, Broad Form Property coverage, Personal Injury, Sexual Abuse and Molestation coverage, Automobile Liability, Garage Keepers Legal Liability, and Workers' Compensation as required by the Invitation for Bids Documents, and naming Northborough Public Schools, Southborough Public Schools, and Northborough-Southborough Regional School District as insureds. The insurance certificate is to be forwarded and addressed to the certificate holder as follows: The Public Schools of Northborough and Southborough, ATTN: Rebecca Pellegrino, Assistant Superintendent of Finance, 53 Parkerville Road, Southborough, MA 01772.

ARTICLE 10. TAX COMPLIANCE: The Contractor, pursuant to an award of the contract and prior to execution of this Agreement, has certified under penalty of perjury that the Contractor is in tax compliance in accordance with M.G.L. c. 62C, s. 49A.

ARTICLE 11. UNEMPLOYMENT CONTRIBUTION: The Contractor, pursuant to an award of the contract and prior to execution of this Agreement, has certified under penalty of perjury that the Contractor is in compliance with unemployment contribution or payments in lieu of contributions in accordance with M.G.L. c.151A, s. 19A.

ARTICLE 12. NON-DEBARMENT: The Contractor, pursuant to an award of the contract and prior to execution of this agreement, has certified under penalty of perjury that the Contractor is not presently debarred from entering into a public contract in the Commonwealth of Massachusetts under the provision of M.G.L. c. 29 s. 29f, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

ARTICLE 13. CONFLICT OF INTEREST PROHIBITED: Contractor covenants that it has taken no action in connection with the award of the contract which would be a violation of the provisions of M.G.L. Chapter 268A, the Conflict of Interest statute and that to the extent that such law is applicable to the services it is to perform hereunder, it will comply with the provisions of said statute. Contractor agrees that any activity that would constitute a violation of c. 268A shall be a material breach of this Agreement and shall be grounds for immediate termination of this Agreement by the Town with notice after the fact to Contractor and shall be entitled to return of all monies paid hereunder without regard to any enforcement activities undertaken or completed by any enforcement agency.

ARTICLE 14. ASSIGNMENT PROHIBITED: Contractor agrees that it will not be permitted to assign or underlet the contract, nor assign either legally or equitably, any monies hereunder, or its claim thereto, without the previous written consent of the Superintendent of Schools.

ARTICLE 15. AMENDMENTS OR CHANGES: Any amendments or changes to this Agreement must be in writing, in compliance with G.L. c.30B, and signed by officials with authority to bind the Contractor and the Districts.

ARTICLE 16. TERMINATION OF CONTRACT: The School Committees may terminate this Agreement, with or without cause, at any time giving sixty (60) days' written notice to the Contractor of its intention to terminate as of the date specified in the notice; provided however, that it is further agreed by the Contractor that

any material breach by the Contractor of the provisions of this Agreement and its incorporated attachments shall be sufficient cause for the Districts to terminate this Agreement five (5) days after the date of a written notice to the Contractor.

ARTICLE 17. BREACH OR OTHER DEFAULT: Contractor agrees that abandonment or delay of services shall be a material breach of this Agreement. In addition, the Contractor agrees that it shall be a material breach of this Agreement if there is an interruption in service on any scheduled school day for which the Contractor did not provide notice to the Districts by 6:15 A.M. that day. The Districts may, by whatever legal remedies are available to it, complete or cause to be completed, the work or delivery of products or provision of services and the Contractor shall bear full responsibility for the entire cost of completing the terms of the Agreement and agrees to pay to the Districts any losses, damages, costs and expenses, including attorney's fees, sustained or incurred by the Districts by reason of any of the foregoing causes. Any costs incurred by the Districts will first be deducted from any payments due and payable to the Contractor, who shall also be responsible for any costs in excess of the lowest price accepted by the Districts.

ARTICLE 18. FORCE MAJEURE; REMEDIES: Neither party shall be responsible to the other for delays in performance resulting from the failure to perform any terms or provisions of this Agreement, except for payments of monies owed, if the party's failure to perform is attributable to war, riot, or other disorder; strike or other work stoppage; fire; flood; or any other act not within the control of the party whose performance is interfered with, and which, by reasonable diligence, such party is unable to prevent. Any such occurrence shall be referred to as a "Force Majeure". In the event of a Force Majeure that interferes with the operation of the Districts' furnishing of regular day and private school transportation and related services for The Public Schools of Northborough and Southborough, the Contractor will take all reasonable steps to continue to provide service upon terms and conditions satisfactory to the Contractor and the Districts. Notwithstanding any other provision of this Agreement, both parties shall be deemed to have retained any and all administrative, contractual, and legal rights and remedies to which they may be entitled.

ARTICLE 19. BANKRUPTCY: In the event the Contractor files for bankruptcy protection during the contract term, this Agreement may be deemed null and void, and terminated without further order.

ARTICLE 20. SEVERABILITY: Contractor and the Districts agree that the provisions of this Agreement are severable. If any provision of this Agreement is held invalid or if any court of competent jurisdiction holds any provision unlawful or not legal, the remaining provisions shall remain in effect.

ARTICLE 21. GOVERNING LAW: The laws of the Commonwealth of Massachusetts shall govern all rights and duties under this Agreement, including without limitation the validity of this Agreement. Any actions arising out of this Agreement shall be brought and maintained in a State or Federal Court in Massachusetts, which shall have exclusive jurisdiction thereof. The Town may agree to voluntary mediation or arbitration of any contract dispute and will share the costs of such mediation or arbitration. No legal or equitable rights of the parties shall be limited by this paragraph. The parties agree to comply with all provisions of law applicable to this Agreement and the services to be performed hereunder and with all applicable rules, regulations, orders, and directives of all governmental bodies having jurisdiction.

ARTICLE 22. PUBLIC RECORDS LAW/CONFIDENTIALITY: Contractor acknowledges that the Public Schools of Northborough and Southborough are subject to public record laws, including without limitations, M.G.L. c. 4 § 7, cl. 26 and c. 66 § 10. Contractor acknowledges that in the course of providing services to the Districts and its students, only Contractor and its employees or representatives will be given or have access to certain directory, routing, and confidential student information ("Confidential Information") which may

typically be protected from disclosure with or without prior consent by various laws. Contractor must ensure that all drivers and other personnel are familiar with the confidentiality requirements.

ARTICLE 23. PANDEMIC, DISASTER, OR EMERGENCY PERFORMANCE: In the event of a serious emergency, pandemic, or disaster outside of the control of the Districts, the Districts may negotiate emergency performance from the Contractor to address the immediate needs of the Districts even if not contemplated under the original Contract or procurement. Payments are subject to appropriation and other payment terms.

ARTICLE 24. HEADINGS: All paragraph headings contained in this Agreement are for convenience of reference only, do not form a part of this Agreement, and shall not affect in any way the meaning or interpretation of this Agreement.

ARTICLE 25. ENTIRE AGREEMENT CLAUSE: The Parties agree that this Agreement and its attachments constitute the entire agreement between the Parties, and no other binding agreements exist other than those incorporated herein.

In Witness Whereof, the said Contractor, and the said Districts hereto set our hands and seals as of the date first written above.

For.:

For Northborough Public Schools:

, Chairperson, Northborough School
Committee

For Southborough Public Schools:

, Chairperson, Southborough School
Committee

**For Northborough-Southborough Regional
School District:**

, Chairperson, Northborough-Southborough
Regional School Committee

The Public Schools of Northborough and Southborough
Section L - Bidder Checklist

Bid Due Date: Wednesday, February 26, 2025 at 11:00 AM

Confirm you have included the following documents, clearly marked, signed, and sealed:

- _____ Reference List
- _____ Equipment Listing
- _____ Certificate of Authority
- _____ Attestation Certification
- _____ Non-Collusion Affidavit
- _____ Bid Deposit/Bond
- _____ Contract Bid Forms
- _____ Insurance Certificates
- _____ Evidence of Eligibility of Performance Bond

The Public Schools of Northborough and Southborough
Section M - Prevailing Wage Schedule Determination

Prevailing wage schedule for Wage Request number :20241007-062

1 message

pwa@noreply.mass.gov <pwa@noreply.mass.gov>
To: rpellegrino@nsboro.k12.ma.us

Tue, Oct 8, 2024 at 9:46 AM

The following prevailing wage rates apply to school bus drivers employed by the contractor for your school bus transportation contract, as determined by the Department of Labor Standards under the provisions of G.L. c. 71, §7A.

A copy of this determination shall be made available to all prospective bidders. This determination shall be made a part of the contract for said services and shall be in effect for the duration of the original contract term. Any exercise of an option to renew or extend the original contract term must include updated prevailing wage rates. The successful bidder shall post a copy of the prevailing wage rates in a conspicuous place for the duration of the original contract term and any extensions thereof.

Prevailing wage rates apply to all drivers who operate under a school bus transportation contract, including the transportation of students to and from school, special education transportation, school-related athletic events, field trips, and other school-related activities covered by the contract.

Prevailing wage rates must be paid to school bus drivers for all activities directly associated with the transportation of pupils. In addition to time spent on routes, this includes time spent performing mandatory vehicle safety checks, fueling, and travel between routes and garages, parking lots, and other places where buses are stored.

THIS IS A SYSTEM-GENERATED EMAIL. PLEASE DO NOT REPLY TO THIS EMAIL. TO CONTACT DLS REGARDING PREVAILING WAGE MATTERS CALL 617.626.6953

=====

APPROVAL/DENIAL COMMENTS

 **20241007-062.pdf**
120K



MAURA HEALEY
Governor

KIM DRISCOLL
Lt. Governor

THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DEPARTMENT OF LABOR STANDARDS

Prevailing Wage Rates

As determined by the Director under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H

LAUREN JONES
Secretary

MICHAEL FLANAGAN
Director

Awarding Authority: The Public Schools of Northborough & Southborough
Contract Number: **City/Town:** NORTHBOROUGH
Description of Work: The Public Schools of Northborough and Southborough are procuring regular education school bus transportation for the 3 districts.
Job Location: 53 Parkerville Road

Information about Prevailing Wage Schedules for Awarding Authorities and Contractors

- The wage rates will remain in effect for the duration of the project, except in the case of multi-year public construction projects. For construction projects lasting longer than one year, awarding authorities must request an updated wage schedule no later than two weeks before the anniversary of the date the contract was executed by the awarding authority and the general contractor. For multi-year CM AT RISK projects, the awarding authority must request an annual update no later than two weeks before the anniversary date, determined as the earlier of: (a) the execution date of the GMP Amendment, or (b) the execution date of the first amendment to permit procurement of construction services. The updated wage schedule must be provided to all contractors, including general and sub-contractors, working on the construction project.
- This annual update requirement is generally not applicable to 27F "rental of equipment" contracts. For such contracts, the prevailing wage rates issued by DLS shall remain in effect for the duration of the contract term. However, if the prevailing wage rate sheet issued does not contain wage rates for each year covered by the contract term, the Awarding Authority must request updated rate sheets from DLS and provide them to the contractor to ensure the correct rates are being paid throughout the duration of the contract. Additionally, if an Awarding Authority exercises an option to renew or extend the contract term, they must request updated rate sheets from DLS and provide them to the contractor.
- This wage schedule applies only to the specific project referenced at the top of this page and uniquely identified by the "Wage Request Number" on all pages of this schedule.
- An Awarding Authority must request an updated wage schedule if it has not opened bids or selected a contractor within 90 days of the date of issuance of the wage schedule. For CM AT RISK projects (bid pursuant to G.L. c.149A), the earlier of: (a) the execution date of the GMP Amendment, or (b) the bid for the first construction scope of work must be within 90-days of the wage schedule issuance date.
- The wage schedule shall be incorporated in any advertisement or call for bids for the project as required by M.G.L. c. 149, § 27. The wage schedule shall be made a part of the contract awarded for the project. The wage schedule must be posted in a conspicuous place at the work site for the life of the project in accordance with M.G.L. c. 149 § 27. The wages listed on the wage schedule must be paid to employees performing construction work on the project whether they are employed by the prime contractor, a filed sub-bidder, or a sub-contractor.
- Apprentices working on the project are required to be registered with the Massachusetts Division of Apprentice Standards (DAS). Apprentices must keep their apprentice identification card on their persons during all work hours on the project. An apprentice registered with DAS may be paid the lower apprentice wage rate at the applicable step as provided on the prevailing wage schedule. **Any apprentice not registered with DAS regardless of whether they are registered with another federal, state, local, or private agency must be paid the journeyworker's rate.**
- Every contractor or subcontractor working on the construction project must submit weekly payroll reports and a Statement of Compliance directly to the awarding authority by mail or email and keep them on file for three years. Each weekly payroll report must contain: the employee's name, address, occupational classification, hours worked, and wages paid. Do not submit weekly payroll reports to DLS. For a sample payroll reporting form go to <http://www.mass.gov/dols/pw>.
- Contractors with questions about the wage rates or classifications included on the wage schedule have an affirmative obligation to inquire with DLS at (617) 626-6953.
- Contractors must obtain the wage schedules from awarding authorities. Failure of a contractor or subcontractor to pay the prevailing wage rates listed on the wage schedule to all employees who perform construction work on the project is a violation of the law and subjects the contractor or subcontractor to civil and criminal penalties.
- Employees not receiving the prevailing wage rate set forth on the wage schedule may file a complaint with the Fair Labor Division of the office of the Attorney General at (617) 727-3465.

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
School Bus						
Athletic/ Field Trips/ Extra-Curricular <i>SCHOOL BUS - 170 1st Student (Assabet/Marlborough)</i>	09/01/2023	\$22.29	\$-	\$0.00	\$0.00	\$22.29
School Bus Driver <i>SCHOOL BUS - 170 1st Student (Assabet/Marlborough)</i>	09/01/2023	\$32.89	\$-	\$0.00	\$0.00	\$32.89

Additional Apprentices Information:

Minimum wage rates for apprentices employed on public works projects are listed above as a percentage of the pre-determined hourly wage rate established by the Commissioner under the provisions of the M.G.L. c. 149, ss. 26-27D. Apprenticeship ratios are established by the Division of Apprenticeship Training pursuant to M.G.L. c. 23, ss. 11E-11L.

All apprentices must be registered with the Division of Apprenticeship Training in accordance with M.G.L. c. 23, ss. 11E-11L.

All steps are six months (1000 hours.)

Ratios are expressed in allowable number of apprentices to journeymen or fraction thereof, unless otherwise specified.

** Multiple ratios are listed in the comment field.

*** APP to JM; 1:1, 2:2, 2:3, 3:4, 4:4, 4:5, 4:6, 5:7, 6:7, 6:8, 6:9, 7:10, 8:10, 8:11, 8:12, 9:13, 10:13, 10:14, etc.

**** APP to JM; 1:1, 1:2, 2:3, 2:4, 3:5, 4:6, 4:7, 5:8, 6:9, 6:10, 7:11, 8:12, 8:13, 9:14, 10:15, 10:16, etc.

The Public Schools of Northborough and Southborough
Section N - Current Routes

Name	Start Time	Finish Time	Distance
ARHS - N01 PM	2:35 PM	3:25 PM	9.28
ARHS & MMS - N01 AM	6:25 AM	7:29 AM	17.15
LINCOLN STREET - N01 AM	8:10 AM	8:50 AM	11.82
PEASLEE - N01 PM	3:30 PM	4:29 PM	8.03
PROCTOR - N01 AM	7:30 AM	8:10 AM	12.16
ARHS - N02 PM	2:35 PM	3:30 PM	14.99
ARHS & MMS - N02 AM	6:45 AM	7:35 AM	12.32
PEASLEE - N02 AM	8:10 AM	8:45 AM	8.96
PEASLEE - N02 PM	3:30 PM	4:25 PM	12.62
ZEH - N02 AM	7:42 AM	8:15 AM	7.6
ARHS - N03 PM	2:37 PM	3:33 PM	9.25
ARHS & MMS - N03 AM	6:35 AM	7:39 AM	15.35
PEASLEE - N03 AM	8:06 AM	8:50 AM	13.9
PEASLEE - N03 PM	3:30 PM	4:21 PM	16.42
ARHS & MMS - N04 AM	6:35 AM	7:35 AM	16.67
LINCOLN STREET - N04 AM	8:15 AM	8:50 AM	8.36
MMS - N04 PM	2:15 PM	3:00 PM	12.41
ZEH - N04 AM	7:21 AM	8:10 AM	15.68
ZEH - N04 PM	3:05 PM	4:05 PM	14.4
ARHS & MMS - N05 AM	6:48 AM	7:41 AM	12.57
MMS - N05 PM	2:15 PM	3:05 PM	12.19
PEASLEE - N05 AM	8:10 AM	8:50 AM	6.94
PEASLEE - N05 PM	3:30 PM	4:20 PM	10.28
ZEH - N05 AM	7:30 AM	8:05 AM	7.89
ZEH - N05 PM	3:02 PM	3:35 PM	8.32
ARHS - N06 PM	2:30 PM	3:25 PM	18.29
ARHS & MMS - N06 AM	6:45 AM	7:37 AM	12.44
LINCOLN STREET - N06 AM	8:25 AM	8:47 AM	3.81
PEASLEE - N06 PM	3:30 PM	4:32 PM	9.05
PROCTOR - N06 AM	7:38 AM	8:10 AM	5.3
ARHS & MMS - N07 AM	6:28 AM	7:42 AM	18.75
MMS - N07 PM	2:15 PM	3:05 PM	17.16
PEASLEE - N07 AM	8:15 AM	8:44 AM	5.96
ZEH - N07 AM	7:32 AM	8:10 AM	8.49
ZEH - N07 PM	3:05 PM	4:08 PM	12.08
ARHS - N08 PM	2:35 PM	3:25 PM	14.02
ARHS & MMS - N08 AM	6:40 AM	7:36 AM	12.88
LINCOLN STREET - N08 AM	8:13 AM	8:50 AM	6.84
LINCOLN STREET - N08 PM	3:30 PM	4:35 PM	12.43
ZEH - N08 AM	7:30 AM	8:10 AM	11.16
ARHS & MMS - N09 AM	6:25 AM	7:36 AM	14.3
LINCOLN STREET - N09 AM	8:15 AM	8:44 AM	7.81

MMS - N09 PM	2:15 PM	3:00 PM	13.74
PROCTOR - N09 PM	3:05 PM	3:58 PM	10.07
ST. BERNADETTE - BUS 9 AM	7:41 AM	8:09 AM	11.17
ARHS - N10 PM	2:37 PM	3:30 PM	12.8
ARHS & MMS - N10 AM	6:34 AM	7:37 AM	15.74
LINCOLN STREET - N10 AM	8:05 AM	8:50 AM	11.55
LINCOLN STREET - N10 PM	3:30 PM	4:16 PM	7.56
ZEH - N10 AM	7:38 AM	8:10 AM	6.98
ARHS - N11 PM	2:37 PM	3:19 PM	9.27
ARHS & MMS - N11 AM	6:30 AM	7:30 AM	14.99
LINCOLN STREET - N11 AM	8:15 AM	8:50 AM	10.28
LINCOLN STREET - N11 PM	3:30 PM	4:27 PM	15.23
PROCTOR - N11 AM	7:19 AM	8:15 AM	15.97
ARHS & MMS - N12 AM	6:35 AM	7:27 AM	14.09
MMS - N12 PM	2:15 PM	2:57 PM	8.87
PROCTOR - N12 AM	7:29 AM	8:10 AM	6.72
PROCTOR - N12 PM	3:05 PM	3:50 PM	8.32
ARHS - N13 PM	2:37 PM	3:40 PM	18.17
ARHS & MMS - N13 AM	6:36 AM	7:32 AM	12.2
LINCOLN STREET - N13 AM	8:15 AM	8:50 AM	6.08
LINCOLN STREET - N13 PM	3:30 PM	4:22 PM	8.3
ZEH - N13 AM	7:46 AM	8:10 AM	4.24
ARHS & MMS - N14 AM	6:30 AM	7:35 AM	19.2
MMS - N14 PM	2:15 PM	3:00 PM	10.87
PEASLEE - N14 AM	8:15 AM	8:48 AM	6.83
ZEH - N14 AM	7:43 AM	8:10 AM	5.08
ZEH - N14 PM	3:05 PM	4:18 PM	18.44
ARHS & MMS - N15 AM	6:30 AM	7:37 AM	13.05
MMS - N15 PM	2:15 PM	3:02 PM	10.57
ST. BERNADETTE - BUS 15 AM	7:25 AM	8:09 AM	14.91
ST. BERNADETTE - BUS 15 PM	3:15 PM	4:22 PM	20.08
ARHS & MMS - N16 AM	6:35 AM	7:29 AM	15.2
MMS - N16 PM	2:15 PM	3:05 PM	11
PEASLEE - N16 AM	8:10 AM	8:50 AM	11.96
PROCTOR - N16 PM	3:05 PM	3:32 PM	5.28
Zeh - N16 AM	7:35 AM	8:05 AM	8.21
ARHS & MMS - N17 AM	6:45 AM	7:36 AM	13.68
MMS - N17 PM	2:15 PM	3:00 PM	12.82
PEASLEE - N17 AM	8:10 AM	8:49 AM	6.92
PROCTOR - N17 AM	7:48 AM	8:15 AM	8.89
PROCTOR - N17 PM	3:05 PM	3:49 PM	14.92
ARHS - S01 PM	2:30 PM	3:07 PM	15.67
ARHS & TROTTIER - S01 AM	6:26 AM	7:40 AM	26.39

FINN - S01 AM	7:55 AM	8:45 AM	12.75
FINN - S01 PM	3:28 PM	4:03 PM	14.97
ARHS - S02 PM	2:30 PM	3:08 PM	16.51
ARHS & TROTTIER - S02 AM	6:27 AM	7:38 AM	25.11
FINN - S02 AM	8:00 AM	8:52 AM	18.73
FINN - S02 PM	3:28 PM	4:05 PM	14.24
ARHS - S03 PM	2:30 PM	3:12 PM	19.75
ARHS & TROTTIER - S03 AM	6:35 AM	7:33 AM	24.86
FINN - S03 AM	8:00 AM	8:45 AM	8.82
FINN - S03 PM	3:30 PM	4:08 PM	9.43
ARHS & TROTTIER - S04 AM	6:13 AM	7:35 AM	22.12
NEARY WOODWARD - S04 AM	7:53 AM	8:49 AM	14.84
NEARY WOODWARD - S04 PM	3:00 PM	4:15 PM	14.4
TROTTIER - S04 PM	2:12 PM	2:57 PM	10.94
ARHS - S05 PM	2:30 PM	3:13 PM	17.97
ARHS & TROTTIER - S05 AM	6:35 AM	7:49 AM	26.08
FINN - S05 AM	8:19 AM	8:45 AM	6.79
FINN - S05 PM	3:28 PM	3:50 PM	7.34
ARHS & TROTTIER - S06 AM	6:10 AM	7:40 AM	34.88
NEARY WOODWARD - S06 AM	8:00 AM	8:50 AM	8.54
NEARY WOODWARD - S06 PM	3:00 PM	3:50 PM	12.66
TROTTIER - S06 PM	2:15 PM	2:50 PM	7.2
ARHS - S07 PM	2:30 PM	3:02 PM	18.16
ARHS & TROTTIER - S07 AM	6:18 AM	7:36 AM	25.53
FINN - S07 AM	7:57 AM	8:45 AM	10.09
FINN - S07 PM	3:28 PM	4:12 PM	9.58
ARHS & TROTTIER - S08 AM	6:32 AM	7:40 AM	27.31
NEARY WOODWARD - S08 AM	7:30 AM	8:34 AM	14.42
NEARY WOODWARD - S08 PM	3:00 PM	4:04 PM	12.84
TROTTIER - S08 PM	2:12 PM	2:54 PM	6.41
ARHS & TROTTIER - S09 AM	6:13 AM	7:38 AM	24.63
NEARY WOODWARD - S09 AM	7:43 AM	8:48 AM	25.76
NEARY WOODWARD - S09 PM	3:05 PM	4:10 PM	23.68
TROTTIER - S09 PM	2:12 PM	2:55 PM	15.72
ARHS - S10 PM	2:30 PM	3:10 PM	18.24
ARHS & TROTTIER - S10 AM	6:30 AM	7:35 AM	23.2
FINN - S10 AM	8:04 AM	8:45 AM	13.2
FINN - S10 PM	3:28 PM	4:05 PM	17.08
ARHS & TROTTIER - S11 AM	6:30 AM	7:39 AM	28.23
NEARY WOODWARD - S11 AM	8:03 AM	8:48 AM	11.79
NEARY WOODWARD - S11 PM	3:00 PM	3:50 PM	11.22
TROTTIER - S11 PM	2:12 PM	3:00 PM	9.32
ARHS & TROTTIER - S12 AM	6:12 AM	7:35 AM	28.2

NEARY WOODWARD - S12 AM	7:50 AM	8:47 AM	18.7
NEARY WOODWARD - S12 PM	3:00 PM	4:00 PM	15.89
TROTTIER - S12 PM	2:12 PM	2:57 PM	9.43
ARHS - S13 PM	2:30 PM	3:05 PM	14.5
ARHS & TROTTIER - S13 AM	6:30 AM	7:38 AM	19.51
NEARY WOODWARD - S13 AM	7:40 AM	8:48 AM	14.18
NEARY WOODWARD - S13 PM	3:00 PM	4:12 PM	14.63
ARHS & TROTTIER - S14 AM	6:20 AM	7:39 AM	26.16
FINN - S14 AM	8:05 AM	8:45 AM	10.84
FINN - S14 PM	3:30 PM	4:15 PM	13.27
TROTTIER - S14 PM	2:12 PM	3:03 PM	14.85
ARHS & TROTTIER - S15 AM	6:32 AM	7:36 AM	25.21
NEARY WOODWARD - S15 AM	7:45 AM	8:42 AM	15.77
NEARY WOODWARD - S15 PM	3:00 PM	3:40 PM	10.64
TROTTIER - S15PM	2:12 PM	2:50 PM	10.11
ARHS - WALKERS	7:30 AM	7:31 AM	0
ARHS - WALKERS Home	2:30 PM	2:31 PM	0
LINCOLN WALKERS - AM	8:45 AM	8:46 AM	0.19
LINCOLN WALKERS - PM	3:20 PM	3:21 PM	0.2
MMS - WALKERS	7:45 AM	7:45 AM	0
MMS - WALKERS Home	2:15 PM	2:15 PM	0.03
PROCTOR WALKERS	8:15 AM	8:15 AM	0
PROCTOR WALKERS HOME	3:00 PM	3:00 PM	0

The Public Schools of Northborough and Southborough
Section O - 2024-2025 School Year Transportation Invoices



Invoice Date: 09/30/2024
 Invoice #: INV116235

NRT Bus, Inc.
 PO Box 24017
 New York NY 10087-4017
 United States

Bill To

Attn: Accounts Payable
 Northborough-Southborough Regional School District
 53 Parkerville Road
 Southborough MA 01772
 United States

Terms	Due Date	PO #
Due on receipt	10/30/2024	

Description	Line of Business	Service Type Detail	Amount
32 Regional Big Buses at \$221.73/Bus for 180 Days billed in 10 Monthly Installments - September 2024	Regular Transportation	Student Transportation	\$127,714.20

Subtotal	\$127,714.20
Discount	
Tax (%)	\$0.00
Amount Due	\$127,714.20



Invoice Date: 09/30/2024
 Invoice #: INV116236

NRT Bus, Inc.
 PO Box 24017
 New York NY 10087-4017
 United States

Bill To

Attn: Accounts Payable
 Northborough-Southborough Regional School District
 53 Parkerville Road
 Southborough MA 01772
 United States

Terms	Due Date	PO #
Due on receipt	10/30/2024	

Description	Line of Business	Service Type Detail	Amount
17 Northborough Only Big Buses at \$155.62/Bus for 180 Days billed in 10 Monthly Installments - September 2024	Regular Transportation	Student Transportation	\$47,622.30

Subtotal	\$47,622.30
Discount	
Tax (%)	\$0.00
Amount Due	\$47,622.30



Invoice Date: 09/30/2024
Invoice #: INV116237

NRT Bus, Inc.
PO Box 24017
New York NY 10087-4017
United States

Bill To

Attn: Accounts Payable
Northborough-Southborough Regional School District
53 Parkerville Road
Southborough MA 01772
United States

Terms	Due Date	PO #
Due on receipt	10/30/2024	

Description	Line of Business	Service Type Detail	Amount
15 Southborough Only Big Buses at \$152.33/Bus for 180 Days billed in 10 Monthly Installments - September 2024	Regular Transportation	Student Transportation	\$41,128.30

Subtotal	\$41,128.30
Discount	
Tax (%)	\$0.00
Amount Due	\$41,128.30



Invoice Date: 10/31/2024
 Invoice #: INV120772

NRT Bus, Inc.
 PO Box 24017
 New York NY 10087-4017
 United States

Bill To

Attn: Accounts Payable
 Northborough-Southborough Regional School District
 53 Parkerville Road
 Southborough MA 01772
 United States

Terms	Due Date	PO #
Due on receipt	11/30/2024	

Description	Line of Business	Service Type Detail	Amount
32 Regional Big Buses at \$221.73/Bus for 180 Days billed in 10 Monthly Installments - October 2024	Regular Transportation	Student Transportation	\$127,714.20

Subtotal	\$127,714.20
Discount	
Tax (%)	\$0.00
Amount Due	\$127,714.20



Invoice Date: 10/31/2024
 Invoice #: INV120773

NRT Bus, Inc.
 PO Box 24017
 New York NY 10087-4017
 United States

Bill To

Attn: Accounts Payable
 Northborough-Southborough Regional School District
 53 Parkerville Road
 Southborough MA 01772
 United States

Terms	Due Date	PO #
Due on receipt	11/30/2024	

Description	Line of Business	Service Type Detail	Amount
17 Northborough Only Big Buses at \$155.62/Bus for 180 Days billed in 10 Monthly Installments - October 2024	Regular Transportation	Student Transportation	\$47,622.30

Subtotal	\$47,622.30
Discount	
Tax (%)	\$0.00
Amount Due	\$47,622.30



Invoice Date: 10/31/2024
Invoice #: INV120774

NRT Bus, Inc.
PO Box 24017
New York NY 10087-4017
United States

Bill To

Attn: Accounts Payable
Northborough-Southborough Regional School District
53 Parkerville Road
Southborough MA 01772
United States

Terms	Due Date	PO #
Due on receipt	11/30/2024	

Description	Line of Business	Service Type Detail	Amount
15 Southborough Only Big Buses at \$152.33/Bus for 180 Days billed in 10 Monthly Installments - October 2024	Regular Transportation	Student Transportation	\$41,128.30

Subtotal	\$41,128.30
Discount	
Tax (%)	\$0.00
Amount Due	\$41,128.30



Invoice Date: 11/30/2024
Invoice #: INV125969

NRT Bus, Inc.
PO Box 24017
New York NY 10087-4017
United States

Bill To

Attn: Accounts Payable
Northborough-Southborough Regional School District
53 Parkerville Road
Southborough MA 01772
United States

Terms	Due Date	PO #
Due on receipt	12/30/2024	

Description	Line of Business	Service Type Detail	Amount
32 Regional Big Buses at \$221.73/Bus for 180 Days billed in 10 Monthly Installments - November 2024	Regular Transportation	Student Transportation	\$127,714.20

Subtotal	\$127,714.20
Payment / Credits	\$0.00
Tax (%)	\$0.00
Amount Due	\$127,714.20



Invoice Date: 11/30/2024
Invoice #: INV125970

NRT Bus, Inc.
PO Box 24017
New York NY 10087-4017
United States

Bill To

Attn: Accounts Payable
Northborough-Southborough Regional School District
53 Parkerville Road
Southborough MA 01772
United States

Terms	Due Date	PO #
Due on receipt	12/30/2024	

Description	Line of Business	Service Type Detail	Amount
17 Northborough Only Big Buses at \$155.62/Bus for 180 Days billed in 10 Monthly Installments - November 2024	Regular Transportation	Student Transportation	\$47,622.30

Subtotal	\$47,622.30
Payment / Credits	\$0.00
Tax (%)	\$0.00
Amount Due	\$47,622.30



Invoice Date: 11/30/2024
Invoice #: INV125971

NRT Bus, Inc.
PO Box 24017
New York NY 10087-4017
United States

Bill To

Attn: Accounts Payable
Northborough-Southborough Regional School District
53 Parkerville Road
Southborough MA 01772
United States

Terms	Due Date	PO #
Due on receipt	12/30/2024	

Description	Line of Business	Service Type Detail	Amount
15 Southborough Only Big Buses at \$152.33/Bus for 180 Days billed in 10 Monthly Installments - November 2024	Regular Transportation	Student Transportation	\$41,128.30

Subtotal	\$41,128.30
Payment / Credits	\$0.00
Tax (%)	\$0.00
Amount Due	\$41,128.30



Invoice Date: 12/31/2024
 Service Start Date: 12/01/2024
 Service End Date: 12/31/2024
 Invoice #: INV130081

NRT Bus, Inc.
 PO Box 24017
 New York NY 10087-4017
 United States

Bill To

Attn: Accounts Payable
 Northborough-Southborough Regional School District
 53 Parkerville Road
 Southborough MA 01772
 United States

Terms	Due Date	PO #
Net 30	01/30/2025	

Description	Line of Business	Service Type Detail	Amount
32 Regional Big Buses at \$221.73/Bus for 180 Days billed in 10 Monthly Installments - December 2024	Regular Transportation	Student Transportation	\$127,714.20

Subtotal	\$127,714.20
Payment / Credits	\$0.00
Tax (%)	\$0.00
Amount Due	\$127,714.20



Invoice Date: 12/31/2024
 Service Start Date: 12/01/2024
 Service End Date: 12/31/2024
 Invoice #: INV130084

NRT Bus, Inc.
 PO Box 24017
 New York NY 10087-4017
 United States

Bill To

Attn: Accounts Payable
 Northborough-Southborough Regional School District
 53 Parkerville Road
 Southborough MA 01772
 United States

Terms	Due Date	PO #
Net 30	01/30/2025	

Description	Line of Business	Service Type Detail	Amount
17 Northborough Only Big Buses at \$155.62/Bus for 180 Days billed in 10 Monthly Installments _ December 2024	Regular Transportation	Student Transportation	\$47,622.30

Subtotal	\$47,622.30
Payment / Credits	\$0.00
Tax (%)	\$0.00
Amount Due	\$47,622.30



Invoice Date: 12/31/2024
 Service Start Date: 12/01/2024
 Service End Date: 12/31/2024
 Invoice #: INV130085

NRT Bus, Inc.
 PO Box 24017
 New York NY 10087-4017
 United States

Bill To

Attn: Accounts Payable
 Northborough-Southborough Regional School District
 53 Parkerville Road
 Southborough MA 01772
 United States

Terms	Due Date	PO #
Net 30	01/30/2025	

Description	Line of Business	Service Type Detail	Amount
15 Southborough Only Big Buses at \$152.33/Bus for 180 Days billed in 10 Monthly Installments - December 2024	Regular Transportation	Student Transportation	\$41,128.30

Subtotal	\$41,128.30
Payment / Credits	\$0.00
Tax (%)	\$0.00
Amount Due	\$41,128.30



Invoice Date: 01/31/2025
 Service Start Date: 01/01/2025
 Service End Date: 01/31/2025
 Invoice #: INV134500

NRT Bus, Inc.
 PO Box 24017
 New York NY 10087-4017
 United States

Bill To

Attn: Accounts Payable
 Northborough-Southborough Regional School District
 53 Parkerville Road
 Southborough MA 01772
 United States

Terms	Due Date	PO #
Net 30	03/02/2025	

Description	Line of Business	Service Type Detail	Amount
32 Regional Big Buses at \$221.73/Bus for 180 Days billed in 10 Monthly Installments - January 2025	Regular Transportation	Student Transportation	\$127,714.20

Subtotal	\$127,714.20
Payment / Credits	\$0.00
Tax (%)	\$0.00
Amount Due	\$127,714.20



Invoice Date: 01/31/2025
 Service Start Date: 01/01/2025
 Service End Date: 01/31/2025
 Invoice #: INV134501

NRT Bus, Inc.
 PO Box 24017
 New York NY 10087-4017
 United States

Bill To

Attn: Accounts Payable
 Northborough-Southborough Regional School District
 53 Parkerville Road
 Southborough MA 01772
 United States

Terms	Due Date	PO #
Net 30	03/02/2025	

Description	Line of Business	Service Type Detail	Amount
17 Northborough Only Big Buses at \$155.62/Bus for 180 Days billed in 10 Monthly Installments - January 2025	Regular Transportation	Student Transportation	\$47,622.30

Subtotal	\$47,622.30
Payment / Credits	\$0.00
Tax (%)	\$0.00
Amount Due	\$47,622.30



Invoice Date: 01/31/2025
 Service Start Date: 01/01/2025
 Service End Date: 01/31/2025
 Invoice #: INV134502

NRT Bus, Inc.
 PO Box 24017
 New York NY 10087-4017
 United States

Bill To

Attn: Accounts Payable
 Northborough-Southborough Regional School District
 53 Parkerville Road
 Southborough MA 01772
 United States

Terms	Due Date	PO #
Net 30	03/02/2025	

Description	Line of Business	Service Type Detail	Amount
15 Southborough Only Big Buses at \$152.33/Bus for 180 Days billed in 10 Monthly Installments - January 2025	Regular Transportation	Student Transportation	\$41,128.30

Subtotal	\$41,128.30
Payment / Credits	\$0.00
Tax (%)	\$0.00
Amount Due	\$41,128.30

The Public Schools of Northborough and Southborough
Section P - 2024-2025 School Calendar and
School Locations and Hours

NSboro 2024-2025 SCHOOL CALENDAR

AUGUST 2024						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER 2024						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER 2024						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JANUARY 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

08/26 Professional Development Day
 08/27 Professional Development Day
 08/28 Professional Development Day
 08/29 First Day of School for Students
2 Student Days

September

09/02 Labor Day (No School)
20 Student Days

October

10/03 Rosh Hashanah (No School)
 10/14 Columbus Day (No School)
21 Student Days

November

11/01 Wellness Day (Half Day for Students)
 11/05 Professional Development Day (Presidential Election)
 11/11 Veterans Day (No School)
 11/27 Half Day for Students
 11/28-11/29 Thanksgiving Recess (No School)
17 Student Days

December

12/20 Half Day for Students
 12/23-01/01 December Break (No School)
15 Student Days

January

01/01 New Year's Day (No School)
 01/20 Martin Luther King Day (No School)
 01/29 Wellness Day (Half Day for Students)
21 Student Days

February

02/17-02/21 February Break (No School)
15 Student Days

March

03/31 Wellness Day (Half Day for Students)
21 Student Days

April

04/18 Good Friday (No School)
 04/21-04/25 April Break (No School)
16 Student Days

May

5/26 Memorial Day (No School)
 5/31 ARHS Graduation
21 Student Days

June

06/16 Last Day of School (Half Day for Students)
 06/17-06/24 Makeup Days
 06/19 Juneteenth (No School)
11 Student Days

FEBRUARY 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL 2025						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY 2025						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE 2025						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Red: First and Last Day for Students
Yellow: No School
Green: Professional Development Day ~
No School For Students
Purple: Wellness Day (Half Day for Students)

2024-2025 Significant Dates

Northborough

Northborough Elementary K-5 Open House - Early Release	September 12, 2024
Melican Open House - Melican Early Release	September 26, 2024
Parent-Teacher Conferences Melican - Melican Early Release	October 22, 2024
Parent-Teacher Conferences Melican - Melican Early Release	October 24, 2024
Wellness Day - Early Release for Students - ALL SCHOOLS	November 1, 2024
Northborough Elementary K-5 Parent-Teacher Conferences - Early Release	November 12, 2024
Northborough Elementary K-5 Parent-Teacher Conferences - Early Release	November 14, 2024
EARLY RELEASE - ALL SCHOOLS	November 27, 2024
EARLY RELEASE - ALL SCHOOLS	December 20, 2024
Wellness Day - Early Release for Students - ALL SCHOOLS	January 29, 2025
Melican Conferences - Melican Early Release	March 6, 2025
Northborough Elementary K-5 Parent-Teacher Conferences - Early Release	March 13, 2025
Melican Grade 5 Parent/Guardian Orientation	March 20, 2025
Wellness Day - Early Release for Students - ALL SCHOOLS	March 31, 2025
Last Day of School - Half Day for Students	TBD

Southborough

Finn/Woodward/Neary Open House/Curriculum (4:00 pm-6:00 pm)	August 28, 2024
Trottier Curriculum Night (6:30 pm-8:00 pm) Trottier Early Release	September 19, 2024
Wellness Day - Early Release for Students - ALL SCHOOLS	November 1, 2024
Finn/Woodward/Neary/Trottier Parent-Teacher Conferences - Early Release	November 14, 2024
Finn/Woodward/Neary/Trottier Parent-Teacher Conferences - Early Release	November 15, 2024
EARLY RELEASE - ALL SCHOOLS	November 27, 2024
EARLY RELEASE - ALL SCHOOLS	December 20, 2024
Wellness Day - Early Release for Students - ALL SCHOOLS	January 29, 2025
Trottier Spring Parent-Teacher Conferences - Trottier Early Release	February 6, 2025
Finn/Woodward/Neary/ Parent-Teacher Conferences - Early Release	March 20, 2025
Finn/Woodward/Neary/ Parent-Teacher Conferences - Early Release	March 21, 2025
Wellness Day - Early Release for Students - ALL SCHOOLS	March 31, 2025
Last Day of School - Half Day for Students	TBD

Algonquin Regional High School

Fall Sports Tryouts – Grades 9-12	August 19, 2024
Incoming Music Families Meeting 7:00 pm, ARHS Chorus Room	August 26, 2024
Freshman Orientation – Class of 2028	August 27, 2024
<ul style="list-style-type: none"> • 9:00 am – 11:00 am Freshman Activities • 6:00 pm – 8:00 pm Freshman Dance and Parent Meeting 	
New Student Orientation – Grades 10-12, 9:00 am-11:00 am	August 27, 2024
Fall Sports Night – 6:30 pm Auditorium	August 28, 2024
Musical Auditions Workshop, 2:45 pm-4:45 pm, Auditorium	September 3, 2024

Parent-Teacher Open House-Follow Student Schedule 6:00 pm-8:30 pm	September 12, 2024
Mid-point 1st Term	October 2, 2024
Parent-Teacher Conferences – Night Conferences Only	October 8, 2024
Fall Chorus Concert - 7:00 pm, Auditorium	October 22, 2024
End Term 1	November 1, 2024
Wellness Day - Early Release for Students - ALL SCHOOLS	November 1, 2024
Grades Distributed in PowerSchool	November 8, 2024
Musical Auditorium 7:00 pm	November 21-23, 2024
Winter Athletic Night 6:00 pm - Breakout team meetings	November 25, 2024
EARLY RELEASE	November 27, 2024
Holiday Concert – 7:00 pm Auditorium	December 17, 2024
EARLY RELEASE	December 20, 2024
End of First Semester/Term 2	January 17, 2025
Mid-Term Final Exams - Early Release Day (Time to be communicated by ARHS)	January 21-24, 2025
Wellness Day - Early Release for Students - ALL SCHOOLS	January 29, 2025
Grades Distributed in PowerSchool	January 31, 2025
Jazz Night – Guest Artist - 7:00 pm, Auditorium	February 27, 2025
Mid-point 3rd Term	March 5, 2025
Spring Athletic Night 6:00 pm - Breakout team meetings	March 10, 2025
Winter Play, Black Box	March 13-14, 2025
Spring Sport Tryouts	March 17, 2025
Wellness Day - Early Release for Students - ALL SCHOOLS	March 31, 2025
End Term 3	April 4, 2025
Grades Distributed in PowerSchool	April 11, 2025
Mid-Point 4th Term	May 14, 2025
Senior Finals	May 20-23, 2025
Senior grades released on PowerSchool	May 29, 2025
Graduation, 10:00 am	May 31, 2025
End Term 4 – Grade 9-11	June TBD, 2025
Grade Window Closes Grade 9-11	June TBD, 2025
Grades Distributed in PowerSchool	June TBD, 2025
Last Day of School - Half Day for Students	June TBD, 2025

As of 07/15/2024

Dates and times are subject to change. Please check the [District calendar](#) for the most up-to-date information.

2024-2025 Partial List of Religious and Cultural Observances

(Occurring during the Academic Year)

The Public Schools of Northborough and Southborough is a culturally and religiously diverse community. While the schools are not closed on all religious holidays, it is the intention of the District to respect religious and cultural days that are significant to the students, families, and staff. The following list, although not exhaustive, includes many holidays that may require a student to be absent from school. Students who miss schoolwork because of an excused absence, including absence(s) for religious observance, should not be expected to complete homework, study for tests, or do other schoolwork during their absence(s). They shall be given the opportunity to complete assignments and tests within a reasonable time, based on the circumstances. These absences should be managed in the same manner as absences for other excused reasons, including informing the school of the absence, talking with teachers about the absence(s) and missed work, etc. (*Religious Observance Policy – I 340*).

Please contact The Public Schools of Northborough and Southborough with information about any religious day not listed below for inclusion in future lists.

Month	Name of Holiday	Religion	Date(s)
September	Labor Day		September 2
	Feast of Nativity	Armenian Orthodox, Orthodox Christian	September 8
	Mawlid Al-Nabi	Islamic	September 17
	Fall Equinox*	Wicca/Neo-Pagan	September 22
October	Rosh Hashanah*	Jewish	October 2-4
	Yom Kippur*	Jewish	October 11-12
	Navratri/ Dussehra	Hindu	October 3-12
	Indigenous Peoples Day/Columbus Day		October 14
	Sukkot* (Feast of Tabernacles)	Jewish	October 16-23
	Shemini Atzeret*	Jewish	October 23
	Simchat Torah*	Jewish	October 25
	November	Diwali	Hindu
Bestu Varas		Hindu	November 2
Birth of Bab*		Baha'i	November 2
Veterans' Day			November 11
Thanksgiving Day			November 28
December	Winter Solstice*	Wicca/Neo-Pagan	December 21
	Hanukkah (Chanukah)*	Jewish	December 25-January 2
	Christmas Day*	Christian	December 25
	Kwanzaa	African American	December 26-January 1
January 2025	New Year's Day		January 1
	Christmas	Orthodox Christian	January 7
	Pongal	Hindu	January 14-17
	Martin Luther King Jr. Day		January 20
	Lunar New Year	Chinese, Korean, Vietnamese	January 29
February	Presidents' Day		February 17
	International Mother Language Day		February 21
	Maha Shivaratri	Hindi	February 26
March	Ramadan begins*	Islamic	March 1
	Beginning of Lent	Orthodox Christian	March 5
	Ash Wednesday	Christian	March 5
	Purim*	Jewish	March 14
	Holi	Hindu	March 14
	Baha'i Naw-Rúz (New Year)	Baha'i	March 20
	Vernal Equinox		March 20
	Laylat al Qadr	Islamic	March 27
	Eid al-Fitr (end of Ramadan)*	Islamic	March 30
April	Rama Navami	Hindu	April 6
	Passover*	Jewish	April 12-20
	Palm Sunday	Christian	April 13
	Holy Thursday (Maundy Thursday)	Christian	April 17
	Good Friday	Christian	April 18
	Good Friday	Orthodox Christian	April 18
	Easter	Christian	April 20
	Easter	Orthodox Christian	April 20
	Patriots' Day		April 21
May	Declaration of the Báb	Bahá'í	May 22-23
	Memorial Day		May 26
	Ascension of the Bahá'u'lláh*	Bahá'í	May 28
	Ascension	Christian	May 29
June	Shavuot*	Jewish	June 1-3
	Juneteenth		June 19
	Litha Summer Solstice	Wicca/ Neo-Pagan	June 21

*Holiday begins at sundown

Northborough Public Schools:

School	Address	Hours
Lincoln Street Elementary School	76 Lincoln Street Northborough, MA 01532	8:55 AM - 3:25 PM
Marguerite E. Peaslee Elementary School	31 Maple Street Northborough, MA 01532	8:55 AM - 3:25 PM
Fannie E. Proctor Elementary School	26 Jefferson Road Northborough, MA 01532	8:30 AM - 3:00 PM
Marion E. Zeh Elementary School	33 Howard Street Northborough, MA 01532	8:30 AM - 3:00 PM
Robert E. Melican Middle School	145 Lincoln Street Northborough, MA 01532	7:45 AM - 2:10 PM

Southborough Public Schools:

School	Address	Hours
Mary E. Finn School	60 Richards Road Southborough, MA 01772	9:10 AM - 3:25 PM
Alfred S. Woodward Memorial School	28 Cordaville Road Southborough, MA 01772	8:55 AM - 3:10 PM
Margaret A. Neary School	53 Parkerville Road Southborough, MA 01772	8:45 AM - 3:00 PM
P. Brent Trottier Middle School	49 Parkerville Road Southborough, MA 01772	7:50 AM - 2:12 PM

Northborough-Southborough Regional School District

School	Address	Hours
Algonquin Regional High School	79 Bartlett Street Northborough, MA 01532	8:00 AM - 2:30 PM