

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

M E M O R A N D U M

TO: Michael V. Ginestre, Superintendent of Schools

FROM: Donald G. Feldmann, Assistant Superintendent of Finance & Plant Services

DATE: December 4, 2025

RE: Automobile Driver Education RFP #2025-26-24 recommendation

Background

Specification for the Request for Proposal (RFP) for Automobile Driver Education Services were developed by the Business. The District requested proposals from qualified firms interested in providing the road training (in-car) portion of a Driver Education program. Firms must have New York State Education Department and New York State Department of Motor Vehicles Licenses and Certifications to perform driver training for high school aged students. Vendor must have flexibility to offer multiple cars if needed to meet student demand.

Specifications were available on November 20, 2025 and proposals were due back to the District on December 3, 2025. The District was informed that our current vendor (AAA Of Western New York) was not interested in extending their agreement with Sweet Home because of staffing concerns.

The District sent packets to nine potential vendors and received one response to its request:

- **Hoffman's Driving Academy**

TOTAL COST OF PROPOSAL FOR SPRING 2026 & 2026-27 SCHOOL YEAR: \$879.00 per student

Recommendation

I recommend that we award this RFP in total to **Hoffman's Driving Academy** for the remainder of 2025-26 school year and the entire 2026-27 school year. Hoffman's currently facilitates Driver Education programs at St. Mary's High School in Lancaster, Grand Island High School and for the West Seneca School District.

With Board of Education approval, the District does have the option of extending this agreement for the 2027-28, 2028-29 and 2029-30 school years.

11.20.2025

Memorandum

TO

Sweet Home Central
School District

FROM

Hoffman's Driving
Academy, LLC

CC

Donald Feldman,
Assistant
Superintendent

RE

Driver Education
Program Proposal

COMMENTS:

As part of the RFP Automobile Driver Education Services, specifically RFP 2025-26-24, Hoffman's Driving Academy would like to propose the following:

- Cost of Program: \$879
- Classroom instructor rates and workbook fees will be deducted from the overall cost to reach the net cost to be paid to Hoffman's Driving Academy. As discussed, the classroom rate of \$75 per hour for up to 27 lecture hours will be deducted from the overall cost of the program, as this fee is paid by Sweet Home Central School District. Additionally, the workbook cost of \$15 per student will be deducted as well, as this is a cost incurred by the district as well.
- The minimum number of students required for each program session is 15 students. If the number of enrolled students falls below 15 students, Hoffman's Driving Academy will discuss ad hoc arrangements with the district to ensure a program is commenced either at Sweet Home Central School District or a local program outside the district.
- Program schedules will be agreed upon prior to advertisements with Hoffman's Driving Academy and Sweet Home Central School District.
- Any makeup sessions required by a student for a driving session will incur a \$50 fee, except for mandated school functions (such as a standardized test). This fee will be paid by the family to Sweet Home Central School District before the MV-285 Certificate of Completion is issued. Hoffman's Driving Academy will remit all makeup costs to the district for payment.
- Any student enrolled by the start of any classroom or driving session will be ineligible for a refund, even if they drop out during the course.

We sincerely appreciate the opportunity and look forward to hearing the results of our proposal.

Sincerely,

Christopher Hoffman
President/CEO

HOFFMAN'S DRIVING ACADEMY, LLC

142 Laverack Ave, Lancaster, NY 14086
716-800-1445

