REQUEST FOR BIDS
FOR SERVICES

for

Alternative Transportation Services for Students

for

Garfield School District No. Re-2

Date: 2/4/2026

GARFIELD SCHOOL DISTRICT No. RE-2
839 Whiteriver Avenue
Rifle, CO 81650

PHONE: 970/665-7600
FAX: 970/665-7625

DATE DUE: 2/19/2026
TIME DUE: 1:00 p.m. MST

This request does not commit the District to award any contract nor to pay any costs incurred in the submission of a proposal.

REQUEST FOR BIDS FOR SERVICES FOR:
Alternative Transportation Services for Students

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REQUEST FOR BIDS FOR SERVICES
GARFIELD SCHOOL DISTRICT NO. RE-2

I. GENERAL INFORMATION

A. INTRODUCTION

Garfield School District No. Re-2 is soliciting the submission of bids for the following services:
To provide non-CDL school-to-home and home-to-school transport both inside and outside of our district boundaries. The ability to provide vehicles and drivers who either meet or exceed the minimum federal and state student transportation requirements set forth by the Department of Transportation (DOT), Federal Motor Carrier Safety Administration (FMCSA), Department of Motor Vehicles (DMV) and Colorado Department of Education (CDE) for schools is required.

The services are to commence on **March 1, 2026**, and be completed no later than **June 30, 2026.**

The timing of the selection process is described in detail in Section II.

All respondents accept the conditions of this REQUEST FOR BIDS, including, but not limited to, the following:

a. All submittals shall become the property of the District and will not be returned.

b. Late submittals shall not be evaluated.

c. Any requested confidentiality of submitted bid materials must be clearly indicated as confidential/proprietary. The requested confidentiality shall also be identified in writing on a cover sheet specifically identifying the requested confidential/proprietary information and the basis therefor.

d. The District reserves the right to reject any or all bids on the basis of being unresponsive to this REQUEST FOR BIDS or for failure to disclose requested information.

e. The District shall not be liable for any costs incurred by respondents in the preparation of submittals and proposals nor in costs related to any element of the selection and contract negotiation process.

f. Before submitting a bid, each bidder will, at its own expense, make such investigations and tests as the bidder may deem necessary to determine its bid for performance of the services in accordance with the time, price, and other terms and conditions required.

g. The District may conduct such investigations it deems necessary to assist in the evaluation of any bid, and to establish the responsibility, qualifications, and financial ability of bidders to do the work to the District's satisfaction. The District reserves the right to reject the bid of any bidder who does not pass any such evaluation to the District's satisfaction.

h. The District reserves the right to select a bid that, in its sole judgment, best meets the needs of the District, and is in the best interest of the District. The District reserves the right to accept or reject any and all bids, or any portion or combination thereof, to contract services with whomever and in whatever manner the District decides, to abandon the services entirely, to award on the basis of partial or total bid, and to waive any informality or non-substantive irregularity, as the interest of the District may require. The award of a contract is contingent on availability of funds. Award is at the sole discretion of the District, acting through the Board of Education.

i. The District is not obligated to explain any deficiencies in their REQUEST FOR BIDS, nor accept requests for justification from bids not selected. All bid materials become the property of the District.

j. Submittals must comply with but not limited to, the following:

- A cover letter/letter of interest shall be included
- All information and documentation requested in this REQUEST FOR BIDS must be submitted.
- Response to all items shall be complete.
- All references shall be current and relevant.

- The District reserves the right to waive any minor irregularity or requirement should it be judged to be in the best interest of the District.

B. DESCRIPTION OF SERVICES

Provide non-CDL school-to-home and home-to-school transport both inside and outside of our district boundaries. The ability to provide vehicles and drivers who either meet or exceed the minimum federal and state student transportation requirements set forth by the Department of Transportation (DOT), Federal Motor Carrier Safety Administration (FMCSA), Department of Motor Vehicles (DMV) and Colorado Department of Education (CDE) is required.

II. SELECTION PROCESS

A. SCHEDULE

1. The overall schedule is as follows:

	Start	Finish
Submittals Due	**2/4/2026**	**2/19/2026**
Evaluate	**2/19/2026**	**2/19/2026**
Selection Announced	**2/20/2026**	**2/20/2026**

2. Submittals shall be received no later than DATE: **February 19, 2026,** TIME: **1:00** p.m., MST, at the following address:

GARFIELD SCHOOL DISTRICT NO. RE-2
Transportation Department
1360 Prefontaine Avenue
Rifle, CO 81650
ATTN : Penny Kuper

3. Any specific facilities identified in the service description may be reviewed upon notice and authorization at the above address.

4. The above schedule is tentative. Responding bidders shall be notified of revisions in a timely manner. Bidders may elect to verify times and dates by telephone or FAX, but no earlier than 36 hours before the scheduled date and time.

III. EVALUATION CRITERIA

A. FORMAT AND MINIMUM REQUIREMENTS

1. BID ENVELOPE MUST BE SEALED AND MARKED "**GARFIELD SCHOOL DISTRICT NO. RE-2 2026 Alternative Transportation Project**". The outside of the bid envelope must also contain the name and address of the bidder and shall be accompanied by the required bid security, if any. No telephone, email or facsimile bids will be accepted. All documents submitted with the bid shall be clearly marked with the bidder's name, the bid number and the date / time of bid opening.

2. Bidders shall submit seven (7) bound copies of your bid documents, and one (1) electronic version (MS Office or PDF version).

3. No bids will be considered which are received after the date and time set forth above and any bids received after such date and time shall be returned to the bidder and will not be considered. Sole responsibility rests with the bidder to ensure that their bid is received on time at the stated location.

4. Bidder shall provide proof of insurance satisfying the District's MINIMUM REQUIRED INSURANCE COVERAGE.

5. Bidder shall provide the completed and signed BID FORM and BID ACKNOWLEDGEMENT FORM and all information and documentation identified in this REQUEST FOR BIDS.

B. REFERENCES

1. Provide Owner references for projects/contract for work of similar nature. References will be considered current if the party's name, position/title, and position/title held at the time for which the recommendation is being sought are provided; telephone numbers must be current.

C. LOCAL PREFERENCE

1. Garfield School District No. Re-2 has adopted a Local Bidders Preference Policy (See District Policy # DJ/DJA, DJE & DJE-E) which can be found on the District Web page. When applicable, local preference may be used as a factor in determining the award of bids in accordance with said policies.

IV. BID PROPOSAL

1. Bid Proposals shall include a completed and signed BID FORM and BID ACKNOWLEDGEMENT FORM provided below. All additional information and documentation requested in this REQUEST FOR BIDS must also be submitted.

2. Please provide a brief description of your company, primary services provided, relevant experience, address of your local office, telephone, E-mail address, date established, entity (individual, corporation, etc.), number of employees, and the name of the team member who will serve as the District's contact throughout the contract.

3. List key personnel, qualifications, titles, and length of employment with your company.

4. Include a written description of the services/work to be accomplished and your approach to completing the services/work. This should articulate an understanding of the District's needs and describe the proposed services/work and all applicable requirements.

5. Provide a bid amount/fee structure for the services/work.

6. Provide a schedule for the services/work and your ability to meet this schedule.

7. Provide a certificate of insurance outlining your applicable insurance policies.

8. Include any proposed draft contracts and/or agreements to the District. Any contracts and/or agreements resulting from the acceptance of a bid shall be on forms either supplied or approved by the District. The District reserves the right to reject or modify any proposed draft contracts and/or agreements which do not conform to the REQUEST FOR BIDS or District requirements for agreements and contracts. At a minimum, any contract and/or agreement resulting from the acceptance of a bid shall include the provisions attached hereto as "REQUIRED TERMS AND CONDITIONS FOR PROPOSED SERVICE CONTRACTS". Please be advised that the District retains the right to modify the contracts and/or agreements at the District's sole discretion.

9. The District reserves the right to reject any bid proposal not prepared in the above manner. Proposals that exceed the available funds may be rejected outright but the District reserves the right to negotiate a reasonable fee for service within the available funds.

V. MISCELLANEOUS

Bidders must be authorized to do business in Colorado and have and maintain the requisite registrations, certifications and licensure to perform as contemplated. Bidders must be able to produce evidence that they have an established satisfactory record of performance for a reasonable period of time and have sufficient financial support, equipment and organization to ensure that they can satisfactorily perform if awarded a contract. The District reserves the right, before awarding any contract, to require a bidder to submit such evidence of its qualifications as it may deem necessary, and may consider any evidence available to it (including, but not limited to, the financial, technical and other qualifications and abilities of the bidder, including past performance) in making a decision in the best interest of the District.

Any successful bidder will be required to furnish certification of specific insurance requirements and payment and performance bonds required by the District prior to the commencement of any work.

VI. MINIMUM INSURANCE REQUIREMENTS

Garfield School District Re-2 minimum Insurance Requirements

The insurance required shall be written for not less than the following limits, or greater if required by law:

1. Worker's Compensation:

a. State of Colorado: Statutory.
b. Applicable Federal: Statutory.
c. Employer's Liability:$500,000 per Accident, $500,000 per Employee.
d. A waiver of subrogation in favor of the District is required on workers compensation.

2. Comprehensive or Commercial General Liability (including Premises-operations; Independent Contractors' Protective; Products and Completed Operations; Broad Form Property Damage):

a. Bodily Injury: $500,000 Each Occurrence, $1,000,000 Aggregate.
b. Property Damage: $1,000,000, Each Occurrence, $2,000,000 Aggregate.
c. Products and Completed operations to be maintained for one year after final payment.
d. Garfield School District No. Re-2 is to be added as an additional insured in relation to the general liability for the specified project.
e. Property Damage Liability Insurance shall provide X, C, and U coverage.
f. Broad Form Property Damage coverage shall include Completed Operations.
g. The general contractor will be contractually obligated for the acts of their subcontractors.

3. Contractual Liability:

a. Bodily Injury: $500,000 Each Occurrence, $1,000,000 Aggregate
b. Property Damage: $500,000 Each Occurrence, $1,000,000 Aggregate.

4. Personal Injury, with Employment Exclusion deleted: $1,000,000 Annual Aggregate.

5. Comprehensive Automobile Liability:

a. Bodily Injury: $500,000 Each Person, $1,000,000 Each Occurrence
b. Property Damage: $500,000 Each Occurrence
c. The State of Colorado has a no-fault automobile insurance requirement. The Contractor shall be certain coverage is provided which conforms to any specific stipulation in the law.

CONSTRUCTION CONTRACTS SHALL INCLUDE ADDITIONAL INSURANCE AND BONDING REQUIREMENTS

BID ACKNOWLEDGEMENT FORM

THIS BID ACKNOWLEDGEMENT FORM MUST BE SUBMITTED WITH YOUR BID

Re: GARFIELD SCHOOL DISTRICT NO. Re-2

Services: Provide non-CDL school-to-home and home-to-school transport both inside and outside of our district boundaries. The ability to provide vehicles and drivers who either meet or exceed the minimum federal and state student transportation requirements set forth by the Department of Transportation (DOT), Federal Motor Carrier Safety Administration (FMCSA), Department of Motor Vehicles (DMV) and Colorado Department of Education (CDE) is required.

The undersigned, having examined the Request for Bids and any and all documents related to the above referenced services:

(a) agrees to comply with all conditions, requirements, and instructions of the bid documents as stated or implied therein;
(b) acknowledges the right of GARFIELD SCHOOL DISTRICT NO. RE-2, in its sole discretion, to reject any or all bids submitted, and that an award may be made even though not the lowest cost;
(c) acknowledges and agrees that the discretion of GARFIELD SCHOOL DISTRICT NO. RE-2, in selection of the successful bidder or bidders shall be final, not subject to review or attack; and
(d) acknowledges that this bid is made with full knowledge of the foregoing and full agreement thereto.

By submission of the bid, and signature below, the undersigned acknowledges that he or she has the authority to sign this Bid Acknowledgement Form and bind the company named below. The undersigned further acknowledges that GARFIELD SCHOOL DISTRICT NO. RE-2 has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information contained in the bid and related documents, and authorizes release to GARFIELD SCHOOL DISTRICT NO. RE-2 of any and all information sought in such inquiry or investigation. The undersigned has checked carefully the figures inserted by it on the bid documents, and understands that the GARFIELD SCHOOL DISTRICT NO. RE-2 will not be responsible for any error or omissions on the part of the undersigned in preparing the bid.

The undersigned hereby certifies that its bid is genuine, and not sham or collusive, or made in the interest of or on behalf of any person not herein named, and that the undersigned has not, directly or indirectly, induced or solicited any other bidder to submit a sham bid, or induced any other person, firm or corporation to refrain from bidding, and that the undersigned has not in any manner sought by collusion to secure for himself any advantages over any other bidder.

Company Name: _____
Title: _____
Name: _____
Signature: _____
Date: _____

BID FORM

Description of Services: _____

_____

_____

_____

Bid Amount/Fee Structure for Services: _____

_____

_____

_____

Schedule for the services: _____

_____

_____

Three (3) references of customers to whom you have supplied similar services in the past. Include address, contact name and phone number: _____

_____

_____

_____

_____

Brief description of your company, primary services provided, relevant experience _____

_____

_____

_____

Owner/Manager/President and key personnel, qualifications, titles, and length of employment with your company: _____

_____

_____

Number of Employees: _____ Years in Business: _____
Insurance Provider: _____ Policy #: _____
Entity: _____ If Incorporated or LLC, identify state of organization and registration date. State _____ Date: _____

Additional information you wish the District to consider: _____

_____

_____

Company: _____
Address: _____
Contact Person: _____
Phone Number: _____
Signature: _____
Title: _____

GARFIELD SCHOOL DISTRICT NO. RE-2
MINIMUM REQUIRED TERMS AND CONDITIONS FOR PROPOSED SERVICE CONTRACTS

Pursuant to C.R.S. 22-1-135(2)(a) a term or condition in the Agreement is ***void ab initio*** if the term or condition:

(I) Requires the District to indemnify or hold harmless another person or entity;

(II) Specifies that the District agrees to binding arbitration or to any other binding extra-judicial dispute resolution process;

(III) Specifies that the District agrees to limit liability of another person for bodily injury, death, or damage to property of the District that is caused by the negligence or willful misconduct of the person or of the person's employees or agents;

(IV) Purports to waive, alter, or limit the application of any provision of the "Colorado Governmental Immunity Act", Article 10 of Title 24, C.R.S.;

(V) Purports to waive, alter, or limit the application of the "Student Data Transparency and Security Act", Article 16 of title 22, C.R.S.; the provisions of C.R.S. 6-1-713 and 6-1-713.5 relating to protection and disposal of personal identifying information; the provisions of Article 73 of Title 24, C.R.S., relating to security breaches and personal information; or the "Colorado Privacy Act", Part 13 of Article 1 of Title 6, C.R.S.; or

(VI) Conflicts with Colorado law or rules promulgated pursuant to Colorado law or conflicts with any provision required to be included or deemed to be included in a public school contract by C.R.S. 22-1-135(2)(d) as of the date the contract is executed.

If the Agreement contains a term or condition that is ***void ab initio*** as set forth above, the Agreement is otherwise enforceable as if it did not contain the void term or condition.

This Agreement, and all matters arising out of or related thereto including, but not limited to, the validity, interpretation and enforcement of the Agreement, shall be governed and construed in accordance with the laws of the State of Colorado, without giving effect to any conflict of laws principles, provisions or rules that would cause the application of laws of any jurisdiction other than those of the State of Colorado. Litigation arising out of any dispute concerning the Agreement shall be brought only in Garfield County, Colorado.

Any and all contractual financial obligations of the District that are payable after the current fiscal year are contingent on money to pay the obligations being appropriated, budgeted, and otherwise made available.

Contractor shall comply with all applicable federal, state, and local laws, rules, and regulations in effect when the contract is executed or thereafter established, including, without limitation:

A. Laws, rules, and regulations applicable discrimination and unfair employment practices; and

B. Laws, rules, and regulations that require the protection of personal identifying information, including student personal identifying information, as defined in C.R.S. 22-16-103(13), such as the federal "family education rights and privacy act", 20 U.S.C. Sec. 1232g; the "student data transparency and security act", article 16 of title 22, C.R.S.; the provisions of C.R.S. 6-1-713 and 6-1-713.5 relating to protection and disposal of personal identifying information; the provisions of article 73 of title 24, C.R.S., relating to security breaches and personal information; or, the "Colorado Privacy Act", part 13 of article 1 of title 6, C.R.S.

Contractor represents and warrants that it is authorized to do business in Colorado and that it and its employees, agents and subcontractors engaged to provide services under the Agreement, have and will maintain all the skills, experience, and qualifications necessary to provide the services contemplated by the Agreement, including any required training, registration, certification or licensure. Contractor and its employees, agents and subcontractors engaged to provide services under the Agreement shall perform the services in a skillful, professional, and

competent manner and in accordance with the highest standards of care, skill, and diligence and in conformance with all applicable laws, regulations and ordinances, whether Federal, State or Local.

Contractor shall perform its duties as an independent contractor; shall pay when due all applicable employment taxes and income taxes for its employees incurred in the performance of the contract; and shall provide and keep in force workers' compensation and unemployment compensation insurance in the amounts required by law.

Nothing in the Agreement shall in any way limit the ability of the School District to comply with the Colorado Open Records Act C.R.S. §§24-72-201, et seq.; and other applicable laws concerning disclosure / release of documents by public entities.

The parties hereto understand and agree that the School District is relying on, and does not waive by any provision of the Agreement, the monetary limitation or any other rights, immunities, defenses and protections provided by the Colorado Governmental Immunity Act, Section 24-10-101 et seq., C.R.S., as from time to time amended, or otherwise available to the District, its board, officers, agents, volunteers, or employees.

Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation of the School District not performed during the current fiscal year is subject to annual appropriation, shall extend only to monies currently appropriated, and shall not constitute a mandatory charge, requirement, debt or liability beyond the current fiscal year.

Contractor and all of its employees, agents and subcontractors performing work under the Agreement shall be subject to, and must comply with, the requirements for all background checks required by law and/or District Policy. The contractor is responsible for fees/costs associated with the same.

No payment shall be made in excess of the contract amount for any work done without the written approval of the District in accordance with a budget adopted by the District in accordance with the provisions of the Colorado Revised Statutes.

The Contractor shall, to the fullest extent permitted by law, indemnify, defend and hold harmless the District and any of its officials, boards, officers, agents and employees against any losses, claims, damages or liabilities for which the District or its officials, boards, officers, agents, or employees may become subject to, insofar as any such losses, claims, damages or liabilities arise out of, directly or indirectly, the Agreement, the services/work, or are based upon any performance or nonperformance by Contractor or any subcontractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable; and Contractor shall reimburse the District for any and all legal and other expenses including attorney fees incurred by the District in connection with investigating or defending any such loss, claim, damage, liability or action. This indemnification shall not apply to claims by third parties against the District to the extent that the District is liable to such third party for such claim without regard to the involvement of the Contractor. To the extent applicable, nothing shall be interpreted as a waiver of the District’s rights under the Governmental Immunity Act or other protections available to it under the law. This paragraph and the requirement to indemnify the District and any of its officials, boards, officers, agents or employees shall survive termination or expiration of the Agreement.

No alcohol, drugs, or smoking or chewing of tobacco is permitted on school grounds or in any District facility. Contractor shall observe District policies, procedures, regulations and work rules.

Contractor shall cooperate and coordinate activities with the District in order to minimize interference at District facilities. Contractor shall thoroughly clean all areas affected by its work each day and at the conclusion of the work, and if Contractor fails to perform this work, the District may charge Contractor the actual costs for labor and equipment used for such cleanup.

Contractor covenants that it presently has no interest and shall not acquire any interest directly or indirectly, that conflict in any manner or degree with the performance of the services hereunder. Contractor further covenants that no person having any such known interests shall be employed or conveyed an interest directly or indirectly, in the Agreement.

Such other and further terms and conditions as may be required by law, the District, or its legal counsel after review of the proposed draft contract/agreement.