

## PUPIL TRANSPORTATION SERVICES RFP

San Mateo County Office of Education Special Education Services provides home-to-school transportation to Special Education students, Foster Youth and Outdoor Education students throughout San Mateo County. From time-to-time employee shuttles may also be provided. The mission of the SMCOE is to provide quality, cost effective services to our students, families and districts.

This Request for Proposals (RFP) seeks a provider of Pupil Transportation Services. The target commencement date and term for the proposed services is August 1, 2024, through July 31, 2029, subject to negotiation of a final agreement.

The SMCOE is issuing this Request for Proposals (RFP) from interested and qualified Bidders for furnishing Pupil Transportation Services. It is the intent of the SMCOE to enter into a five (5) year contractual agreement.

### INTERIM QUESTIONS DURING BID PREPARATION PERIOD

During the quotation preparation period, interested parties are to address technical questions to:

Kevin Bultema  
101 Twin Dolphin Drive  
Redwood City, CA 94065-1064  
Email kbultema@smcoe.org

The deadline for submitting questions is 4:00 p.m. on Friday, May 17, 2024. Answers to questions will be posted on the SMCOE's website at <https://www.smcoe.org/about/county-office-of-education/request-for-proposals.html>. All answers to questions will be published no later than 4:00 p.m. on Friday, May 24, 2024. It is the responsibility of the bidder to check the website for answers.

## TENTATIVE SCHEDULE OF EVENTS

EVENT	TARGET DATE
RFP Bid Release Date	5/10/24
Publication in Newspaper	5/12/24; 5/24/24
Publication on <i>School Bus Fleet</i> website	5/12/24 - 5/24/24
Final date for question submittal	5/17/2024, 4:00 p.m.
Answers to questions published no later than	5/24/2024, 4:00 p.m.
Bid Due Date	5/30/2024, 4:00 p.m.
Bid Opening	5/30/2024, 4:00 - 5:00 p.m.
Contract Start Date	8/1/2024

## Access the Request for Proposal (RFP)

Access the Pupil Transportation Services Request for Proposal (RFP) through the links below. The proposal is due May 30, 2024.

### Request for Proposals (RFP) Date Posted Proposal Due Date

<a href="#">Request for Proposal</a>	May 13, 2024	May 30, 2024
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### RFP Appendices

Appendices	Name
<a href="#">Appendix A</a>	Cost Proposal
<a href="#">Appendix B</a>	Proposal Questionnaire
<a href="#">Appendix C</a>	Agreement for furnishing Pupil Transportation Services
<a href="#">Appendix D</a>	Alternative Transportation Plan
<a href="#">Appendix E</a>	Transportation Data