**Millburn District 24 Bid Addendum #1**

The district created an addendum to the 2026 Millburn School District special education and homeless transportation services bid.

CURRENT SERVICE

1. **How are the two students in Exhibit A transported today: by a contractor, a cooperative, District staff, or parent reimbursement? If by a contractor, who is the current provider?**

Today, one special services student is transported by a contractor, and beginning in October, the other student is transported by district staff. There is one homeless family that is transported by district staff. The current provider is Top Line Transportation.

2. **Please provide a copy of the current transportation contract for these students, including the current rates and any amendments.**

The current rate for the student transported by a contractor is $179 for the morning route and $179 for the afternoon route. A detailed contract does not exist. This is the route that goes to Connections Academy East in Lake Forest, IL.

3. **Please provide the most recent month's invoice for this service, with the daily route detail if available.**

Please see attached document. The student currently transported by Top Line to Connections Academy East is at the top of page one.

4. **Are either of these routes currently shared with another district, as Section II.15 contemplates? If so, which districts, and how is the cost split?**

The special education routes are not shared with another district. The homeless student route is shared with another district and the cost is split 50/50.

5. **How many homeless (McKinney-Vento) students did the District transport in 2025-26 and so far in 2026-27, and to which schools?**

In the 25/26 school year, the district transported two students to Millburn Elementary and one student to Round Lake Elementary. The district is transporting one student to Millburn Middle School in the 26/27 school year.

ROUTES AND SCHEDULES

6. **The Metro Prep & Laureate route is 39 miles one way. Will the District accept a typical ride time above 45 minutes on that route when traffic requires (Sections VIII.1 and VIII.11.a)? Or does the District expect the route to be designed differently?**

For the Metro Prep & Laureate route, the district will accept a typical ride time above 45 minutes on that route when traffic requires.

**7. Does the 30-minute deadhead limit in Section VIII.5 apply to travel between the contractor's facility and the first pickup or last drop-off? It would be helpful to know how it applies to out-of-district routes.**

The 30-minute deadhead limit applies to travel between the contractor's facility and the first pickup.

**8. For a breakdown at or near an out-of-district school, will the District accept a replacement vehicle arriving as soon as practicable, if the student remains safely supervised, where 20 minutes is not achievable (Section VII.7)?**

Yes, the district will accept a replacement vehicle arriving as soon as practicable, if the student is safely supervised, so long as the student does not have to wait more than 45 minutes.

**9. Please confirm the AM pickup and PM drop-off times expected for each student, and any known early dismissal days beyond the Connections Academy East Thursday early release.**

For Metro Prep & Laureate Day School
Pick up time from student's home: 7:40 a.m.
Pick up time from school: 3:00 p.m.

For Connections Academy East
Pick up time from student's home: 7:45 a.m.
Pick up time from school: 2:30 p.m. on Mon., Tues., Wed., Fri. and 1:30 p.m. on Thurs.

**10. Should service follow the Millburn calendar or each attending school's calendar where they differ? On which date will service begin in January 2027?**

Service should follow the attending school's calendar where they differ. For January 2027, services will begin on January 4, 2027.

**11. Is extended school year (ESY) or summer transportation expected for either student? It is not in the current scope.**

Extended school year or summer transportation are not needed for any student. Millburn has enough buses and drivers to maintain any summer route.

STUDENT NEEDS

**12. Do either of the students require a harness, car seat, booster, wheelchair-accessible vehicle, or an aide or monitor? Are there any behavioral or medical needs that affect vehicle or driver assignment?**

Currently, no students require a harness, car seat, booster, wheelchair-accessible vehicle, or an aide or monitor. At this time, there are no behavioral or medical needs that affect vehicle or driver assignment.

**13. Is a passenger car (sedan or SUV) acceptable for these routes, or does the District prefer a minivan or other vehicle type?**

A sedan or SUV are acceptable for these routes.

PRICING AND CONTRACT

**14. The Bid Calculation Sheet allows either a Single Route price or a Base Cost Route with included miles and a per-mile charge. How will the District compare bids submitted on different options? For the mileage option, should miles be the one-way home-to-school route miles shown in Exhibit A?**

Please remove the single route row from the Bid Calculation Sheet. The district will compare bides by comparing a base route cost and cost per additional mile only.

**15. Section IV.2 limits base rate increases for the 2026-2027 and 2027-2028 school years. Please confirm whether that limit applies to the 2027-2028 rate entered on the Bid Calculation Sheet, or only to extension years.**

The limit applies to the 2027-2028 rate as well as extension years.

**16. Please confirm that no bid bond or performance bond is required.**

A certified check or bid bond in the amount of 10% of the base bid will accompany all bids submitted. Checks and bonds will be returned concurrent with the bid award decision except that of the successful bidder. The certified check or bid bond of the successful bidder will be returned when the performance bond is received by the Board of Education.

The Board of Education reserves the right to require, from the successful Contractor, an annual performance bond in the amount equal to 100% of the annual contract value to guarantee the faithful performance of this Contract. The cost of such performance bond will be born solely by the Contractor. Each bid must be accompanied by a letter from an insurance company licensed in the State of Illinois indicating that the company will provide the specified performance bond within 15 days for the bidder if desired by the Board. Failure to provide the performance bond within 15 calendar days of the request by the Board of Education shall result

in forfeiture of the certified check or bid bond as liquidated damages at the Board of Education's option.

List the credit or cost reduction on the Bid submission form in the space indicated if the performance bond requirement is waived by the District. The decision to require or waive the performance bond rests solely with the District. The District reserves the right to evaluate the need for the performance bond on an annual basis. Annual renewal bonds must be issued, unless specifically waived by the District, no later than August 1st of each contract year for the succeeding school year. Failure to issue the required bond shall be considered a default consistent with the terms of this contract. It shall be the Contractor's responsibility to issue the annual bond without any reminder or notice from the District.

**17. If a new vehicle cannot be delivered by January 1, 2027, may the contractor use a comparable, fully inspected vehicle that meets the age requirements in Section IV.3 until the new vehicle arrives?**

Yes, the contractor may use a comparable, fully inspected vehicle that meets the age requirements in Section IV.3.

**18. Please see page 5 for updated bid submission form.**

**19. Please include page 6, Non-Collusion Affidavit in bid response.**

| **Special Education Transp. With Smaller Group Vehicles or Cars** | 2026-2027 | 2027-2028 |
|---|---|---|
| **AM, PM Routes One Way Only** | | |
| **Base Cost Route** | | |
| Miles Included in Base Cost | | |
| **Cost per Additional Mile** | | |
| Additional Cost per Student (at same address) | | |
| Additional Cost per Student (at different address) | | |

| **Homeless Transp. With Smaller Group Vehicles or Cars** | 2026-2027 | 2027-2028 |
|---|---|---|
| **AM, PM Routes One Way Only** | | |
| **Base Cost Route** | | |
| Miles Included in Base Cost | | |
| **Cost per Additional Mile** | | |
| Additional Cost per Student (at same address) | | |
| Additional Cost per Student (at different address) | | |

Performance Bond:
Annual Credit if Performance Bond is not required _____

**NON-COLLUSION AFFIDAVIT**

The undersigned bidder or agent, being truly sworn, on oath that he has not, nor has any other member, representative or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting, not to prevent any person from biding nor to induce anyone to refrain from bidding, and that bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He further says that no person or persons, firms, or corporations has, have, or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

_____

Firm or Corporation Official

On behalf of:

_____

Firm or Corporation

Subscribed and sworn to before me this _____ day of _____ (month/year).

My commission expires:

Date: _____ Signature: _____