

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

ASD MEMORANDUM # 67 (2005-2006)

October 24, 2005

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: AWARD OF CONTRACT: PUPIL TRANSPORTATION SERVICES

ASD GOAL: *Ensure public accountability through the wise use of financial resources, and establishing and maintaining a safe and caring environment for the students.*

RECOMMENDATION:

It is recommended that the School Board accept the "All or None" Pupil Transportation Bid and authorized reimbursement for attendant and monitor salaries in Service Areas III, IV, V, VI and VII from First Student, Inc. for the daily rates as shown on the attached Tabulation of Bids for the five-year period (2006-2011) as follows:

Service Area III: West High School Attendance Area Regular Routes
1st year cost \$ 1,134,750
5-year cost \$ 5,673,750

Service Area IV: Bartlett High School Attendance Area Regular Routes
1st year cost \$ 1,418,438
5-year cost \$ 7,092,188

Service Area V: Special Education Routes within the ASD
1st year cost \$ 1,424,005
5-year cost \$ 7,120,025

Service Area VI: Dimond High School Attendance Area, Turnagain Arm and Girdwood Regular Routes and Special Education Routes
1st year cost \$ 2,842,665
5-year cost \$ 14,213,326

Service Area VII: Chugiak/Eagle River Area Regular Routes and Special Education Routes
1st year cost \$ 2,385,763
5-year cost \$ 11,928,815

The first year aggregate cost for all service areas is \$9,205,621; five-year cost is \$46,028,104, not including any Consumer Price Index for all Urban Consumers (CPI-U) adjustments and any adjustments necessitated by increases or decreases in enrollment or in the cost of fuel. The projected first year reimbursement cost for attendant salaries in all Service Areas is \$734,439.

PERTINENT FACTS:

The Pupil Transportation Services Invitation to Bid was prepared by the Transportation and Purchasing Departments during the summer of 2005. The Invitation to Bid was mailed to twenty (20) firms providing Student Transportation Services in the United States and Canada. Legal advertisement appeared in the Anchorage Daily News. Three firms responded to the Invitation to Bid as indicated on the attached Tabulation of Proposals. The contract term is for a five-year period from July 1, 2006 through June 30, 2011. The Pupil Transportation Services for Service Areas III, IV, V, VI and VII on the proposal were for the following areas:

- Service Area III: West High School Attendance Area
Regular Transportation
- Service Area IV: Bartlett High School Attendance Area
Regular Transportation
- Service Area V: Anchorage Bowl Area
Special Education Transportation
- Service Area VI: Dimond High School Attendance Area,
Turnagain Arm and Girdwood Area
Regular and Special Education Transportation
- Service Area VII: Chugiak/Eagle River Area
Regular and Special Education Transportation

The contractor for all service areas under the current contract, which expires on June 30, 2006, is First Student, Inc.

Representatives from the Anchorage School District, the Fairbanks North Star Borough School District, the Kenai Peninsula Borough School District, and the Matanuska Susitna Borough School District Purchasing and Transportation Departments met several times during the spring and summer of 2005 to develop similar requirements for their respective solicitations that were issued during months of July and August. The joint effort was made in an attempt to increase competition for pupil transportation services. The solicitations were issued earlier than ever to give bidders more time to prepare their bids and to construct or acquire facilities in the event that any of the districts awarded to a new contractor.

Because of the uncertainty of fuel prices, the Anchorage School District solicitation provided that bidders were to use a base fuel price of \$2.50 per gallon, exclusive of State

and Federal fuel taxes, in formulating their bids. The solicitation required that bidders specify the number of gallons included within their bid. In the event that the price of fuel exceeds \$2.60 per gallon, the district will reimburse the contractor on a dollar for dollar basis for the actual amount of fuel used, not to exceed 11.05 gallons per bus per day (the number of gallons included in the daily rate of First Student Inc., the low bidder). In the event the cost of fuel is less than \$2.50 per gallon, the district will be credited on a dollar for dollar basis for the difference between the actual cost of fuel and \$2.50 per gallon.

Under school board policy, the School District must make an initial determination as to whether each bid is "responsive." The bid must materially conform to the Invitation to Bid and the District may certify a proposal non-responsive if it does not appear that the bidder can and will provide the specified transportation services. The Administration used the Submittal Questionnaire and Checklist as an aid in determining responsiveness. Substantial analysis and review were conducted regarding each of the bids to determine responsiveness. All bids were certified as responsive.

Bidders could submit either an "All or None" bid for all service areas or could submit bids for individual service areas. Three bidders submitted "All or None" bids for the five-year period. Laidlaw Transit Inc. also submitted a bid for service in Service Area VII only. The total daily rate proposed by First Student, Inc., based on its "All or None" bid, for the first year in service area VII, is \$54,151.

This Invitation to Bid provides that the contractor will hire and train special education bus attendants and monitors. The contractor will be reimbursed for the salary of the bus attendants and monitors not to exceed the hourly rate paid currently paid by the District. The School District will also reimburse the contractor for the cost of employer taxes paid on the salary of the bus attendant and monitor. The reimbursement to the contractor for employee salary and taxes will be adjusted at the end of the first, second, third and fourth fiscal years to reflect the changes in the CPI-U.

The estimated cost for attendants for the 2006-2007 school year is as follows. There are currently no monitors in use:

Service Area III - None required	Service Area IV - None required
Service Area V -	\$270,789
Service Area VI -	\$311,399
Service Area VII -	\$152,251

These figures are based on the average cost of wages paid for the first nineteen days of the current school year and 171 school days for the 2006-2007 school year.

All bids were evaluated in accordance with school board policy. Of the three bidders that submitted daily rates under the "All or None" alternate, First Student was the low bidder. The School District conducted a review to confirm whether First Student was a

responsible bidder. Based upon the District’s review, including a review of First Student’s performance under its current contract with the District, the District determined that First Student demonstrated that it has the ability, capacity, and skill to provide the required services and that it is a reputable firm with extensive experience providing pupil transportation services. Thus, the District determined that First Student is a responsible bidder.

The following are attached for review by the School Board:

- 1) Tabulation of Bids for Pupil Transportation Services (Attachment A)
- 2) Abstract of Bids (Attachment B)

CERTIFICATION OF FUNDS:

Funds Description:

- (01) General Fund
- (1081) Bus Operations
- (3120) Contracted Transportation

<u>Fund Source:</u>	<u>Fund</u>	<u>Source</u>	<u>Funding Account Code</u>	<u>Amount</u>
Pupil Transportation	01	108101	3120	\$9,205,621

CC/GV/SK/PC/CW
Attachments

Prepared by: Pamela K. Chenier, Director of Purchasing
Christine Wright, Senior Purchasing Agent
Steven Kalmes, Director of Transportation

Approved by: George Vakalis, Assistant Superintendent, Support Services

ANCHORAGE SCHOOL DISTRICT
PURCHASING DEPARTMENT
4919 VAN BUREN STREET
ANCHORAGE AK 99517-3188

ATTACHMENT A

TABULATION OF BIDS

VENDORS

1. Durham School Services
2300 Fawn Drive
Blue Springs MO 64015

2. First Student Inc.
11818 Mill Plain Blvd Suite 412
Vancouver WA 98684

3. Laidlaw Educational Services
144 Railroad Avenue Suite 310
Edmonds WA 98020

**ANCHORAGE SCHOOL DISTRICT ITB 2005-508 for TRANSPORTATION SERVICES 9/23/2005
INDIVIDUAL SERVICE AREAS**

OF DAYS **170**

# ROUTES	1. Durham School Services			2. First Student, Inc.			3. Laidlaw		
	RATE	DAILY TOTAL	ANNUAL TOTAL	RATE	DAILY TOTAL	ANNUAL TOTAL	RATE	DAILY TOTAL	ANNUAL TOTAL
20 SA III REG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25 SA IV REG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25 SA V SPECIAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24 SA VI REG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26 SA VI SPECIAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
29 SA VII SPECIAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325.98	\$ 9,453.42	\$ 1,607,081.40
12 SA VII SPECIAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 352.39	\$ 4,228.68	\$ 718,875.60
1 MAT-SU	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 352.30	\$ 352.30	\$ 59,891.00
			\$ -			\$ -			\$ 2,385,848.00

ALL OR NONE

ANCHORAGE SCHOOL DISTRICT ITB 2005-508 for TRANSPORTATION SERVICES 9/23/2005

OF DAYS **170**

# ROUTES	1. Durham School Services			2. First Student, Inc.			3. Laidlaw		
	RATE	DAILY TOTAL	ANNUAL TOTAL	RATE	DAILY TOTAL	ANNUAL TOTAL	RATE	DAILY TOTAL	ANNUAL TOTAL
20 SA III	\$ 369.23	\$ 7,384.60	\$ 1,255,382.00	\$ 333.75	\$ 6,675.00	\$ 1,134,750.00	\$ 339.36	\$ 6,787.20	\$ 1,153,824.00
25 SA IV	\$ 369.23	\$ 9,230.75	\$ 1,569,227.50	\$ 333.75	\$ 8,343.75	\$ 1,418,437.50	\$ 345.19	\$ 8,629.75	\$ 1,467,057.50
25 SA V SPECIAL	\$ 369.23	\$ 9,230.75	\$ 1,569,227.50	\$ 335.06	\$ 8,376.50	\$ 1,424,005.00	\$ 346.55	\$ 8,663.75	\$ 1,472,837.50
24 SA VI	\$ 369.23	\$ 8,861.52	\$ 1,506,458.40	\$ 333.75	\$ 8,010.00	\$ 1,361,700.00	\$ 333.66	\$ 8,007.84	\$ 1,361,332.80
26 SA VI SPECIAL	\$ 369.23	\$ 9,599.98	\$ 1,631,996.60	\$ 335.06	\$ 8,711.56	\$ 1,480,965.20	\$ 338.98	\$ 8,813.48	\$ 1,498,291.60
29 SA VII	\$ 369.23	\$ 10,707.67	\$ 1,820,303.90	\$ 333.75	\$ 9,678.75	\$ 1,645,387.50	\$ 329.77	\$ 9,563.33	\$ 1,625,766.10
12 SA VII SPECIAL	\$ 369.23	\$ 4,430.76	\$ 753,229.20	\$ 335.06	\$ 4,020.72	\$ 683,522.40	\$ 345.87	\$ 4,150.44	\$ 705,574.80
1 MAT-SU	\$ 369.23	\$ 369.23	\$ 62,769.10	\$ 334.43	\$ 334.43	\$ 56,853.10	\$ 345.87	\$ 345.87	\$ 58,797.90
			\$ 10,168,594.20			\$ 9,205,620.70			\$ 9,343,482.20

ANCHORAGE SCHOOL DISTRICT
ABSTRACT OF BIDS

Commodity or Service	ITB 2005-508 <u>Pupil Transportation</u>
Bids Opened:	2:00 P.M., Anchorage Time <u>September 23, 2005</u>
Number of Invitations to Bid Sent:	<u>Twenty (20)</u>
Number of Responsive Bids Received:	<u>Three (3)</u>
Number of Non-Responsive Bids Received:	<u>None</u>
Number of "NO BIDS" Received:	<u>One (1)</u>
Advertised Date:	Anchorage Daily News <u>July 27, 2005</u>
Pre-bid Conference Held:	<u>August 10, 2005 &</u> <u>September 9, 2005</u>
Addenda Issued:	ADDENDUM #1 <u>August 23, 2005</u>
	ADDENDUM #2 <u>September 6, 2005</u>
	ADDENDUM #3 <u>September 8, 2005</u>
	ADDENDUM #4 <u>September 15, 2005</u>

