

ANCHORAGE SCHOOL DISTRICT  
ANCHORAGE, ALASKA

ASD MEMORANDUM # 157 (2005-2006)

February 6, 2006

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: AWARD OF CONTRACT: TAXICAB SERVICES

*ASD GOAL: Maintain a supportive and effective learning environment by providing safe and barrier-free schools and ensure public accountability through the wise use of financial resources.*

RECOMMENDATION:

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to award a contract to RJC Taxi dba Checker Cab (Checker Cab) to furnish TAXICAB SERVICES through June 30, 2007 in an estimated amount not to exceed \$86,000 for Fiscal Year 2005-2006 and \$250,971 for FY 2006-2007 with an option to renew for two (2) additional one year periods.

PERTINENT FACTS:

Taxicab transportation is provided for students who are eligible for the Anchorage School District's Title I Child in Transition/Homeless (CIT/H) Project. Taxicab transportation is used when there are no other transportation options available and is mostly used on days when Anchorage School District (ASD) schools are in session. Taxicab services may be required because of the short duration of a current living situation and/or because the child cannot be accommodated on the ASD transportation system. In addition, taxicab services are required when summer school is in session. On some occasions taxicab services are required for Saturday classes and on other days when ASD schools are not in session to transport students to and from school registration and/or immunization appointments or other authorized activities.

As determined by the McKinney-Vento Federal law, school districts are required to provide transportation to the school of origin for students who are defined as homeless. This law, which was reauthorized with the No Child Left Behind Act (NCLB) in January of 2002, provides definition of who is homeless and outlines the obligations of school districts. The CIT/H Project is charged with determining eligibility and providing

appropriate services for homeless students. The CIT/H Project sets up transportation plans as needed and works closely with the Anchorage School District's Transportation Department. Many students are routed on the "Shelter Shuttle" which makes daily stops, when needed, at six shelters and eleven motels, and transports students to as many as twenty-three elementary schools and three middle schools. In addition, during the 2004-2005 school year, the CIT/H Project began an expansion of their collaboration with Anchorage School District's Transportation Department. This system is integrated into Special Education busing and allows the CIT/H Project to submit for route availability. In addition to Anchorage School District buses and taxicabs, options for transportation assistance include gas coupons, People Mover bus passes, and AnchorRides.

During the 2004-2005 school year, there were 1610 homeless students enrolled in the Anchorage School District. This included preschool through 12<sup>th</sup> grade. Eight hundred and eighty-two (882) students received transportation assistance of some type to their school. The number of homeless students, and therefore the number of taxicab trips, increases as the school year progresses.

This contract is effective through June 30, 2007 with an option to renew for two (2) additional one year periods. Any renewal will be by mutual agreement between the Contractor and the Anchorage School District subject to the Contractor's satisfactory performance. The amount authorized by this Board Memo will be \$86,000 for the portion of the contract occurring in FY 2005-2006. All future year funds are subject to annual appropriation.

Requests for Proposal were mailed to the only two (2) taxicab dispatch companies in Anchorage and two responsive proposals were received. The proposals were analyzed and evaluated by a selection committee consisting of staff members from the CIT/H and Transportation Departments. The District entered into negotiations with the highest ranking proposer, Checker Cab. As a result of those negotiations, Checker Cab offered a 10% discount on charges for all trips under this contract.

The cost for taxicab services is estimated to be \$250,971 for FY 2006-2007 and future fiscal years. This amount is based on the rates submitted by Checker Cab and estimated quantities (based on a one-year period (215 days) including regular school days, summer school, and extra trips for school registration, immunization appointments, and some Saturday classes).

As the highest scoring proposer, RJC Taxi dba Checker Cab is recommended for award. The following are attached for review: Abstract of Proposals (Attachment A) and Tabulation of Proposals (Attachment B).

CERTIFICATION OF FUNDS:

Fund Description:

- (01) General Fund (2005-2006)
- (02) Title 1 Grant Funds
- (02) Child in Transition/Homeless Project Grant Funds
- (02) Partners in Homeless Education Grant Funds
- (3120) Transportation

| <u>Fund Source:</u> | <u>Fund</u> | <u>Source</u> | <u>Funding<br/>Account Code</u> | <u>Amount</u>   |
|---------------------|-------------|---------------|---------------------------------|-----------------|
| Transportation      | 01          | 108104        | 3120                            | \$51,000        |
| Title 1             | 02          | 250101        | 3120                            | \$22,000        |
| CIT/H               | 02          | 250102        | 3120                            | \$10,000        |
| PIHE                | 02          | 210970        | 3120                            | <u>\$ 3,000</u> |
|                     |             |               |                                 | \$86,000        |

CC/GV/JC/PC/SK/PP/TO/jw

Attachments

Prepared by: Pat Preis, Purchasing Agent  
Trish O’Gorman, Coordinator, CIT/H  
Pamela K. Chenier, Director, Purchasing/Warehouse  
Steve Kalmes, Director, Transportation

Approved by: George Vakalis, Assistant Superintendent, Support Services  
Jan Christensen, Assistant Superintendent, Instruction

ANCHORAGE SCHOOL DISTRICT  
PURCHASING DEPARTMENT  
4919 Van Buren Street  
Anchorage, Alaska 99517-3188

ABSTRACT OF PROPOSALS

|  |   |
|--|---|
| Commodity or Service:                        | RFP2005-607<br><u>Taxicab Services</u>                |
| Proposals Due:                               | 2:00 P.M., Anchorage Time<br><u>January 4 , 2006</u>  |
| Budget Fund:                                 | <u>General, Grant</u>                                 |
| Number of Request for Proposals (RFP) Sent:  | <u>Two (2)</u>  |
| Number of Responsive Proposals Received:     | <u>Two (2)</u>  |
| Number of Non-Responsive Proposals Received: | <u>None</u>   |
| Number of "NO BIDS" Received:                | <u>None</u>   |
| Advertised Date:                             | Anchorage Daily News<br><u>November 22, 2005</u>      |
| Prebid Conference Held:                      | 12:30 P.M., Anchorage Time<br><u>December 1, 2005</u> |
| Addenda Issued:                              | Addendum #1<br><u>December 7, 2005</u>                |

ANCHORAGE SCHOOL DISTRICT  
PURCHASING DEPARTMENT  
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TABULATION OF PROPOSALS

Opened: 2:00 p.m. Anchorage Time, January 4, 2006

Proposal: Taxicab Services

VENDORS

1. Alaska Cab and  
Handicap Dispatch Inc.  
dba Alaska Yellow Cab  
P.O. Box 231110  
Anchorage, AK 99523

2. RJC Taxi dba Checker Cab  
3215 Mountain View Drive  
Anchorage, AK 99501

| <u>PROPOSERS RATINGS</u>  | <u>TOTAL POSSIBLE POINTS</u> | 1   | 2   |
|---|------------------------------|-----|-----|
| Documented experience working with school district programs in transporting students to or from school.                                 | 60                           | 25  | 53  |
| Evidence of capacity to respond to required trip volume at peak times as well as making School District trips a high dispatch priority. | 60                           | 23  | 46  |
| Documentation of level of experience of dispatch staff (submit resumes).  | 30                           | 20  | 26  |
| Cost of Services  | 150                          | 141 | 150 |
| <b>Total:</b>   | 300                          | 209 | 275 |