



Geneva Community Unit School District 304
Donna V. Oberg - Assistant Superintendent - Business Services
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Memorandum

To: Kent Mutchler, Superintendent

From: Donna Oberg, Assistant Superintendent – Business Services

Date: December 3, 2015

Re: Bid Award – 2016-17 and 2017-18 School Bus Purchase

The administration sought and received bids for the 2016-17 and 2017-18 school bus purchase. The bus fleet for the 2016-17 and 2017-18 school year is forty-nine, 72 passenger buses.

The legal requirement was met with the publishing of the appropriate legal notice. The bid opening was held on Monday, November 30 at 11:00 a.m., at the District office. Bids were opened and publicly read aloud with the following in attendance: Donna Oberg, Assistant Superintendent – Business Services and Mary Torrance, Director of Transportation, and Helen Klatter, Administrative Assistant.

Three school bus providers submitted bids. The bids results are summarized on the attached spreadsheet.

This is for a two (2) year purchase, with buy back at the end of the second year.

Recommendation:

I recommend that the Board of Education accept the bid submitted by Midwest Transit Equipment (IC) as the provider of school buses for the 2016-17 and 2017-18 school year in accordance with their bid submittal. The gross amount of the bid award is \$4,022,900; once the buy-back funding is factored in, the net amount of the bid award is \$563,206.