



GOVERNING BOARD AGENDA ITEM FORM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10

DATE OF MEETING: July 24, 2012

TITLE: Award of Contracts for Special Needs Transportation Services Based on Responses to Request for Proposal (RFP) 11-0079

BACKGROUND:

Special Needs Transportation Services are services contracted to qualified vendors to provide vehicles, equipment, and drivers for the safe transportation of regular and special education program students to and from school, between schools and to other district activities.

Request for Proposal 11-0079 was mailed to ten vendors. Three Vendors responded, A & K Transportation dba Handicar, Total Transit and American Pony Express. Vendors were asked to provide detailed information regarding driver training and vehicle maintenance programs in addition to their cost of service. The Amphitheater Transportation Department Director, Marc Lappitt, the Chief Mechanic, Robert Knickerbocker and Renee Christian, the staff person responsible for scheduling Special Needs students visited each vendor's facility. Vehicle inspections included mechanical condition, current registration, seat belts, car seats, first aid kit, vehicle cleanliness, etc. The driver records check list included: DOT physical, drug testing, fingerprint results, driver's license, current first aid/CPR certificate, and training records. The RFP text listed three evaluation criteria: experienced in providing Special Needs Transportation Services, driver records & vehicle inspection and the cost per mile. All three vendors met the first criteria, experienced in delivering this type of service. The cost per mile ranged from a low of \$3.00 from Total Transit, \$3.10 from A & K Transportation to \$3.50 from American Pony Express.

A & K Transportation and Total Transit received high marks from the evaluators for excellent driver training documentation, their newer vehicles, and their efficient maintenance programs. American Pony Express passed the driver records evaluation however their vehicles had tires at the wear bars, marginal cleanliness and frayed seatbelt straps. The recommendation of the evaluators is to award a primary contract to Total Transit with a secondary award (contract) to A & K Transportation to allow adequate coverage for the Amphitheater Special Needs Transportation Program.

RECOMMENDATION: The Administration recommends that the Governing Board make the determination that a single award is not advantageous to the District and approve the Award of Contracts for Special Needs Transportation Services to Total Transit and A & K Transportation based on their response to Request for Proposal 11-0079.

INITIATED BY:

Scott Little

Scott Little, Chief Financial Officer

Date: July 16, 2012

Patrick Nelson

Patrick Nelson, Superintendent