



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: November 16, 2016

Purpose: Report Only Recognition Discussion/ Possible Action

Presenter(s): Peggy Lee Gonzalez, Director of Purchasing

Item Title:

Discussion and possible action to approve the selected vendors for RFP 2016-14 Charter Bus Services for the 2016-2017 school year and the possibility to renew an additional two (2) years, in one (1) year increment with Board approval. This will be a multiple award in the event the primary vendor is not available.

Description:

South San Antonio Independent School District issued RFP 2016-14 to solicit sealed proposals for Charter Bus Services. The District, when necessary, will contract charter bus service for athletic, extracurricular and school events. These charter buses will be utilized when transportation is not available by the District due to morning or afternoon school route conflicts.

Proposals will be accepted until November 10, 2016. The evaluation sheet will be made available on the evening of the board meeting.

District Goal:


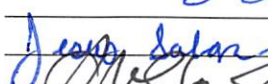
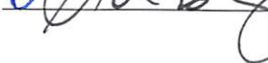
Goal 6 We will promote and ensure a safe and secure learning environment for all students.

Funding Budget Code and Amount:

CFO Approval

181-36-6412-00-XXX-7-91-000 Athletic Fund	
199-36-6412-00-XXX-7-91-000 General Fund	

APPROVAL ROUTE
 Principal/Director:
 Executive Director:
 Chief Administrator:
 Superintendent:

← SIGNATURE




DATE
 11/7/16
 11-7-16
 11-10-2016

**SOUTH SAN ANTONIO I.S.D.
RFP 2016-14-CHARTER BUS SERVICES REBID**

Evaluation Criteria					
Purchase Price	Reputation of the vendor and of the vendor's good and services	Quality of the vendor's goods or services	Extent to which the goods or services meet the District's needs	Any other relevant factors	TOTAL
20 Pts.	25 Pts.	25 Pts.	25 Pts.	5 Pts.	100 Pts
OK Tours					
20	25	25	25	5	100
20	25	25	25	5	100
20	25	25	25	5	100
20	25	25	25	5	100

Recommendation:

It is the recommendation of the evaluation committee to add OK Tours as a vendor to the current 2016-12 Charter Bus Services Contract. The committee consisted of Dyanne Martinez-Munoz, Athletics Coordinator, Rosey Sandoval, Bookkeeper, and Robert Zamora Jr., Athletics Director. The purchase price score was calculated by Peggy Lee Gonzalez, Purchasing Director, based on data from the athletics sports schedule.

Background:

A Request for Proposals was solicited by South San Antonio ISD (2016-12) for charter buses in August 2016. Star Shuttle, Coach USA and Echo Transportation responded to the RFP and were awarded the bid on August 17, 2016. At the request of the Division of Academics, there was a need to expand the pool of vendors. A second Request for Proposals (2016-14) was solicited with advertisement dates of October 26, 2016 and November 2, 2016. The request closed on November 10, 2016 at 2:00 p.m.

Number of Proposals:

One (1) - OK Tours submitted an incomplete proposal and was requested to submit the required documents at the request of the committee. All items were received as requested.