

**Parkrose School District #3**

**Agenda Item #\_\_\_\_\_**

<b>SUBMITTED BY:</b> (✓) Mary Larson	<b>DATE</b> 2/24/14
<b>APPROVED BY:</b>	
Building Administrator ( )	
Superintendent Karen Gray (X)	2/24/14
Director of Business Services Mary Larson (X)	2/24/14

**TOPIC: REQUEST FOR PROPOSAL TRANSPORTATION SERVICES – AWARD CONTRACT TO FIRST STUDENT TRANSPORTATION SERVICES**

**PURPOSE OF AGENDA ITEM: [Why are you asking for Board review]:**

Information \_\_\_\_\_ Policy Change \_\_\_\_\_ Action/Approval  X  Presentation/Special Request \_\_\_\_\_

**BACKGROUND:** Attachments: \_\_\_\_\_ N\_\_\_\_\_LIST:

**RATIONALE/DISCUSSION:**

Recently the Board of Education was presented with a cost analysis regarding transportation costs. Those costs compared District costs and contractor costs. Staff prepared and released a Request for Proposal that was advertised in the Oregonian and Daily Journal of Commerce. First Student, Cascade Transportation and Durham Transportation responded to the Request for Proposal.

District staff and board representation scored each of the proposals and interviewed the proposers. The committee included myself as Director of Business Services, Karen Gray Superintendent, Becky Nino Business Services Administrative Assistant and Ed Grassel, Board Member.

**FINANCIAL IMPLICATIONS:**

During the past 5 years of budget cuts, programs and services have been examined for efficiencies. Transportation services were reviewed and the cost analysis projected savings. Any savings would mitigate the amount of reduction to the general fund budget for 2014-15. Additionally, the RFP asks for a newer fleet of buses and other safety features such as GPS, cameras on buses and electronic routing system.

**RELATION TO GOALS:**

The Request for Proposal meets the requirements as specified. The contract will be for one year with the ability to renew each year up to 5 years. Cost savings will be used to support general education throughout the District.

**ACTION REQUESTED:**

Be it resolved: Parkrose Board of Directors awards the one year contract, with the ability to renew for four one-year terms, for transportation services to First Student Transportation effective July 1, 2014. The Board further instructs staff to finalize the contract agreement.