

HAMPTON PUBLIC SCHOOLS
INVITATION TO BID

The Hampton Board of Education (hereinafter, the "Board") invites the submission of bids from qualified bus transportation companies for the furnishing of student transportation services for the Hampton Public Schools (the "District") commencing in the 2025-2026 school year.

The Board is requesting bids for the provision of a range of student transportation services including but not limited to: public home-to-school, pre-kindergarten transportation (which include mid-day runs), afternoon "late" bus runs, and extra-curricular transportation, including field trips, athletics trips and other special trips (excluding certain services).

Bid Documents: Bid Documents may be obtained at the Office of the Hampton Board of Education, 380 Main Street, Hampton, Connecticut, between 9:00 a.m. and 3:00 p.m. Monday through Friday, excluding holidays.

Bid Due Date/Opening: Bids will be accepted until **March 14th, 2025** (the "Bid Due Date") at which time the Bids submitted in accordance with this Invitation to Bid shall be opened in public and read aloud at the time specified and all Bidders and other interested persons shall be invited to be present. All Bids must be marked with the time of the opening. Two (2) copies of each Bid must be submitted in a sealed envelope and clearly labeled on the outside of the envelope with the Bidder's name, the Bid number, "Proposal – Student Transportation Services" in the upper left-hand corner, and shall be submitted to:

Hampton Public Schools
380 Main Street
Hampton, CT 06247
Attention: Andrew Skarzynski, Superintendent

Bids shall be completed and delivered in accordance with all of the requirements of this Invitation to Bid no later than the Bid Due Date. **No emailed or faxed Bids will be accepted.** Please thoroughly review this Invitation to Bid for additional dates and submission requirements.

The Board reserves the right to amend or withdraw this Invitation to Bid for any reason, to accept or reject any or all Bids, to waive any informalities or non-material deficiencies in any Bid, and to make such award (or make no award) of a contract in connection with this Invitation to Bid all as determined by the Board, in its discretion, to be in the best interest of the Board. A Bid may be rejected for irregularities of any kind, including without limitation, alteration of form, additions not called for, conditional proposals, and incomplete Bids. A Bid may also be rejected if, in the opinion of the Board, the Bid does not meet the standard of quality established by the Bidding Documents. Any or all Bids may be rejected if there is any reason to believe that collusion exists among two or more Bidders. The foregoing provisions are for illustrative purposes and shall in no way limit the right of the Board to reject any and all Bids, in whole or in part. No Bid will be accepted or opened that is not submitted in compliance with the requirements of this Invitation to Bid.

INSTRUCTIONS TO BIDDERS

1. Bids shall be received from Bidders for the furnishing of all vehicles, vehicle operators, mileage, equipment, technology, services and any other labor, materials, supplies, overhead, taxes and profits of the Bidder required to provide the transportation services described herein, including video camera technology as well as other required equipment requirements described in Schedule 1 (the "Equipment Requirements"), and the terms and conditions contained in the Form of Contract attached hereto as Schedule 3 (the "Form of Contract") and the Bid Price contained in the Bid shall be "all inclusive" of the foregoing.
2. The successful Bidder shall execute a Contract substantially in the Form of Contract. **Each Bidder should be thoroughly familiar with all the terms, conditions, requirements, obligations, provisions and particulars in this Invitation to Bid, including, without limitation, Schedule 1 and Schedule 3.** The Contract may contain such additional provisions that the Board deems necessary. Unless the Board opts for Alternate #1 (see "Alternates") herein, the Contract shall be for a three (3) year period commencing on July 1, 2025 and ending on June 30, 2028. As used herein, the word "Term" shall mean the duration of the Contract, which shall be either for said three (3) year period or for a five (5) year period, as described under Alternate #1 under the Section "Alternates" herein. NOTWITHSTANDING THE FOREGOING, THE TERM SHALL ALSO BE SUBJECT TO NON-APPROPRIATION, as described under "Non-appropriation" herein.
3. When a Bid is executed and submitted by Bidder, the Bidder acknowledges it has full knowledge of, and agrees with, the general specifications, conditions and requirements of this Bid, as such are set forth in this Invitation to Bid and any amendments made thereto.
4. The Bidder shall submit its Bid in sealed packaging marked with the Bidder's name, the Bid number and the title of the Bid.
5. The Bids shall be submitted no later than **March 14th at 4:00 p.m. Eastern Time**. Bids received later than such date and time will not be considered and will be returned unopened.
6. The Bidder shall submit two (2) copies of the Bid in accordance with the submission procedures set forth herein.
7. The successful Bidder shall be required to comply with the laws, rules, regulations and policies of federal, state, and local governments. It shall be the responsibility of the successful Bidder to ensure that all personnel employed are familiar with all of the aforesaid laws, rules, regulations and policies as well as the contents of any transportation manual or other rules, regulations and policies which the Hampton Board of Education might publish, including, but not limited to, those policies referenced on Schedule 2.
8. Each Bidder is responsible for ensuring that it obtains the information it requires to make a responsive and responsible Bid that allows it to execute the Contract if it is awarded the Contract. Information requests are to be made in writing to Andrew Skarzynski, Superintendent, via email at askarzynski@hamptonschools.org prior to the close of business on **March 14th, 2025**. Responses to inquiries will be made by Addendum, as set forth in this Invitation to Bid. A written request does not in any way diminish a Bidder's responsibility to get the information it needs to make a Bid. All communications from prospective Bidders to the Board must be made in writing to the Board's contact person indicated above.

9. Purchases made by the Board are exempt from the payment of federal excise taxes, as well as State of Connecticut sales tax. Such taxes should not be included in the Bid Price.
10. Bids which qualify, amend, limit, or omit any of the Bid Requirements shall not be considered. Failure of a Bid to include all of the information requested under the section entitled "Alternates" and the corresponding "Alternates" section in the Pricing Sheet which shall be completed in the form attached hereto as Appendix B, may result in the Board's determination that the Bid was not responsive.
11. ROUTE INSPECTIONS ARE REQUIRED. REVIEW OF ALL EXISTING CONDITIONS IS THE SOLE RESPONSIBILITY OF THE BIDDER. Current routes are available on the Hampton Board of Education website: <https://www.hampton-school.org/>

As of the date hereof, the current transportation provider utilizes the following vehicles for *regular home-to-school transportation*:

Type of Vehicle	Quantity
Type I (71 Passenger bus)	2

The Board's current schools and bell times are also detailed in Schedule 2. THE CURRENT NUMBER OF VEHICLES AND SCHOOLS AND BELL TIMES MAY CHANGE FROM TIME-TO-TIME THROUGHOUT THE TERM AND ARE LISTED HERE FOR INFORMATIONAL PURPOSES ONLY.

12. The successful Bidder shall, after being awarded the Contract, and before doing any work, furnish certificates of insurance, including automobile property damage liability, public liability and worker's compensation insurance in the amounts outlined in the Form of Contract. Copies of insurance certificates shall be required at the beginning of each school year. EACH BID PACKAGE SHOULD INCLUDE COPIES OF THE BIDDERS EXISTING INSURANCE POLICIES.
13. The Board may make such investigation as deemed necessary to determine the ability of the Bidder to discharge the Contract, if awarded. The Bidder shall furnish the Board with all such information and data as may be required for this purpose.
14. One or more Bidders may be asked to provide additional information, to meet with the Board to discuss their Bid, or to address such other issues as deemed important by the Board.
15. The District also reserves the right to interview and negotiate with one or more Bidders after the Bids are opened. The District reserves to itself the right to be the sole judge of which Bid best meets the needs of the District. The District has the right to modify the final Contract based upon negotiations with Bidders. Prior to identifying the successful Bidder and during the Term, the District reserves the right to negotiate changes in the scope and commensurate costs of the required services as well as changes in the scope and/or cost of the enhancements offered by the Bidder to the District.
16. The District reserves the right to reject any Bid if the Bidder fails to satisfactorily convince the District that it is properly qualified by experience in general, or specifically in the region, and/or does not have the equipment, technology, facilities, financial means and/or personnel to effectively carry out

the transportation services called for herein.

17. Any or all Bids may be rejected if there is any reason to believe that collusion exists among the Bidders. Individual Bids may be rejected for irregularities of any kind, including without limitation, alteration of form, additions not called for, conditional Bids, incomplete Bids, and unexplained erasures. Individual Bids may also be rejected if, in the opinion of the District, such Bid does not meet the standard of quality established by the specifications. The foregoing provisions are for illustrative purposes and shall in no way limit the right of the District to reject any and all Bids.
18. Any modification to this Invitation to Bid, or clarification thereof, will be made by Addendum. Responses to inquiries will also be by Addendum. Any Addendum will be posted on the Hampton Board of Education's website (<https://www.hampton.school.org/>) on or before March 13th, 2025. Each Bidder shall confirm prior to submitting its Bid that it has received each and every Addendum issued by the Board related to this Invitation to Bid.
19. The Board also reserves the right to discuss the scope of services and specifications with one or more Bidders and to make such modifications as the Board in its sole discretion, deemed to be in the Board's best interest.
20. The Board reserves the right to amend or withdraw this Invitation to Bid for any reason whatsoever. The District reserves the right to accept or reject any or all Bids, in whole or in part, and to make such awards, in whole or in part, including accepting a Bid or part of a Bid, that in its judgment will be in the best interest of the Board even if such Bid is not the lowest dollar-cost proposal. The District reserves the right to waive any informalities, irregularities, technical defects, non-material deficiencies or procedural irregularities in any Bid submission. No Bid will be accepted or opened that is not submitted in compliance with the requirements of this Invitation to Bid.
21. The Bid shall be signed by the person or persons legally authorized to bind the Bidder to the Contract.
22. Bids shall be mailed or delivered (no facsimile or email Bids will be accepted) to:

Hampton Public Schools
Andrew Skarzynski, Superintendent
Hampton Board of Education
380 Main Street
Hampton, CT 06247

BID REQUIREMENTS

1. The Bid shall be submitted, at a minimum, with all of the information described in this Invitation to Bid, including the Appendices and Schedules attached hereto. By submitting a Bid, each Bidder hereby agrees to provide the Equipment Requirements and to execute a final Contract with the Board in the Form of Contract.
2. All Bid Prices quoted by Bidders shall be firm prices for a period of ninety (90) days from the Bid Due Date. If awarded the Contract, the Bid Price shall be firm prior to the execution of the Contract and then during the Term.
3. No right shall accrue to any Bidder submitting a Bid until execution of the Contract by a duly authorized officer of the Board.
4. All Bidders shall read and execute the Non-Discrimination, in the form of Appendix A, attached hereto and made a part hereof.
5. Each Bidder shall read, complete and execute the "Pricing Sheet" in the form attached hereto as Appendix B, which such Pricing Sheet includes responses to Alternate #1 and Alternate #2. As described under #1 under "Instructions to Bidders" in this Invitation to Bid, the Bid Price on the Pricing Sheet must be "all inclusive".
6. Each Bidder shall read and fill out the reference check form attached as Appendix C ("Reference Check"). The Bidder, by submitting a Bid, hereby authorizes the Board or its authorized agent to contact such references listed on the Reference Check without obtaining any other consent from the Bidder. Such Reference Check is incorporated into and made a part of each Bid.
7. In addition to those districts listed in the Reference Check, each Bidder shall provide a list of school districts for which the Bidder currently provides transportation services pursuant to a signed, written transportation contract.
8. Each Bidder shall read, complete and execute the Non-Collusion Statement attached as Appendix D and declare that its Bid is made without any connection with any other person or entity making any Bid for the same services, that it is in all respects fair and without collusion or fraud and that no person acting for or employed by the Board is directly or indirectly interested in the Bid or in the services to which it relates, or in any portion of the profits therefrom.
9. All Bidders shall show evidence to the Board of satisfactory financial and moral responsibility to perform the Contract throughout the Term. All Bidders shall provide data to indicate its financial condition, including audited financial statements for the last three (3) years presented in accordance with generally accepted accounting principles. A description of any bankruptcy filings by the Bidder, any related entities, or principal(s) of the Bidder within the last seven years shall also be submitted. Please note that financial information will be, to the extent permitted by law, kept confidential if provided in a separate envelope marked "confidential".
10. Each Bidder shall provide evidence that sufficiently demonstrates it is able, if it required by the Board, to furnish a performance bond, with surety, for the benefit of the Board, as obligee, which such bond would ensure the Bidder's full and faithful performance of all of the obligations under the Contract, and which bond shall be in a penal sum amount not less than one hundred percent (100%) of the annual price under the Contract. The sufficiency of any evidence so submitted shall be

determined in good faith by the Board, in the Board's sole and exclusive discretion. If a surety has ever denied a Bidder's request to issue a performance bond on behalf of the Bidder, as bond principal, the Bidder shall provide in its Bid detailed information describing the facts and circumstances relating to such request, the grounds for the surety's denial, and any resolution.

11. All Bidders shall disclose all pending and threatened litigation in which such Bidder is named (either suing or being sued), as well as any judgments and/or liens in which it is involved.
12. Each Bidder shall provide detail on the Bidder's programs and efforts to secure a qualified number of competent vehicle operators to meet the needs of the Board. Each Bidder will include a statement of its requirements for operators of vehicles which are in addition to any requirements enumerated in federal, state or local law, rules or regulations.
13. Each Bidder will include a statement/description relative to its safety program, as well as any specialized training for new and experienced drivers and bus monitors; accident reduction programs, vehicle maintenance and inspection programs; computerized fleet maintenance, and management and routing systems.
14. Each Bidder shall provide to the Board its ownership information. The Bid shall indicate whether the Bidder is a sole proprietor, a partnership, a corporation, or other legal entity, and shall be signed by the person or persons legally authorized to bind the Bidder to the Contract. Each Bidder shall also provide the information regarding how long the organization has been engaged in school/special education transportation services.
15. Each Bidder shall provide a list of key management personnel and their resumes. Each Bidder shall describe each key manager's experience with student transportation. The successful Bidder shall, prior to the execution of the Contract, provide the name of the contact person required in the Contract and the names of supervisors who will manage the daily transportation operations for the Board, including regular and emergency phone numbers to contact the Contractor.
16. Unless otherwise authorized by the Board, all Vehicles used hereunder must be stored, registered and taxed in the Town of Hampton and stored at Hampton Elementary School.
17. Each Bidder shall provide a description of the Bidder's policies and protocols regarding employee health screening.
18. Each Bidder shall provide information about its proposed fleet and its fleet replacement program. Each Bidder shall also provide a report from the Department of Motor Vehicles showing out of service vehicle percentage from the most recent completed school year.
19. Each Bidder shall provide proof of a computer program designed for the Hampton transportation grid to be used by the Contractor during the Term. The Board reserves the right to use its own software.
20. Each Bidder is required to familiarize themselves with all requirements, locations, travel distances and traffic conditions prior to submitting a Bid.
21. The Contact may not be assigned or transferred without the written consent of the Board, which such consent shall be granted or withheld in the Board's sole and absolute discretion.

22. A Bid submitted by a Bidder who intends to act as an intermediary contractor between two (2) or more parties in negotiating an agreement will not be accepted; that is, brokered contracts will not be permitted.
23. It will be assumed that all terms of this Invitation to Bid, including the Equipment Requirements and the contractual terms contained in the Form of Contract will be complied with and will be considered as part of the Bid, unless an exception is expressly indicated. Bidders shall provide full details of any proposed exceptions to this Invitation to Bid or proposed modifications to the Equipment Requirements and/or the contractual terms contained in the Form of Contract. Details of any such exceptions or modifications shall be submitted separately and attached to the Bidder's Bid.
24. Information submitted in accordance with the Invitation to Bid is subject to the Connecticut Freedom of Information Act, including the provisions of Section 1-210 of the Connecticut General Statutes.
25. Neither the Board, nor the Town of Hampton, shall be liable for any costs incurred by a Bidder prior to the Bidder's receipt of a fully-executed contract for transportation services with the Board.
26. News releases pertaining to this Invitation to Bid or the services to which it relates will not be made without prior written approval and then only in coordination with the Board.
27. The work and services described in this Invitation to Bid includes the performance of activities directly affecting the safety of students served by the Board and the public generally. The Board may make any investigation necessary to determine the ability of a Bidder to fulfill the services in the Contract, and the Bidder shall furnish the Board with all such information for this purpose as the Board may request. If, in the sole opinion of the Board, the Bidder has not provided a responsive Bid or the Bidder is not properly experienced, qualified or responsible to perform any of the obligations of the services required in the Form of Contract, the Board reserves the right to reject its Bid.

ALTERNATES

In order to be a responsive Bid, each Bid must include the following information:

1. TERM OF THE CONTRACT IS FIVE (5) YEARS (ALTERNATE #1)

The Board is considering awarding the Contract for a period of five (5) years beginning on July 1, 2025 and ending on June 30, 2030. All Bids must also include five (5) year pricing in accordance with Alternate #1 on the Pricing Sheet attached as Appendix B.

2. CONTRACTOR PROVISION OF PERFORMANCE BOND (ALTERNATE #2):

The successful Bidder shall be required to furnish a performance bond for one hundred percent (100%) of the annual value of each year of the Contract, regardless of whether the term of the Contract shall be for three (3) years or five (5) years. Because the Board may elect to have the Contract be for a five (5) year period, the Bidder shall include pricing for the performance bond for five (5) years in accordance with Alternate #2 on the Pricing Sheet attached as Appendix B. Notwithstanding the forgoing, the Board reserves the right to waive the performance bond from year to year in accordance with the terms in the Form of Contract attached as Schedule 3.

NON-APPROPRIATION

Notwithstanding anything contained in this Invitation to Bid to the contrary, including the alternates for the Term of the Contract, the Contract shall contain the following provision:

“Notwithstanding anything contained herein to the contrary, if sufficient funds are not appropriated to cover the amount due under the Contract in any fiscal year, the Board may terminate the Contract because of such non-appropriation. The Board shall deliver notice of such non-appropriation to the Contractor.”

By submitting a Bid, the Bidder expressly acknowledges that the foregoing non-appropriation provision is deemed to be a material provision of the Contract.

AWARD

1. The Board will endeavor to make an award within sixty (60) days after the date of the Bid Due Date, and all Bid Prices quoted by Bidders shall be firm during a ninety (90) day time period. The Board further reserves the right to make awards following this initial ninety (90) day period to any Bidder who has not provided written notice to the Board that its Bid has been withdrawn. If awarded the Contract, the Bid Price shall be firm prior to the execution of the Contract and then during the Term.
2. The Board has the right, but not the obligation, to interview one or more Bidders after the Bids are opened. The Board will evaluate every written Bid submitted and reserves the right to be the sole judge of which Bid(s) (if any) best meets the needs of the District and whether the Bid was responsive to this Invitation to Bid. Prior to the award of the Contract and during the Term, the Board reserves the right to negotiate changes in the scope and commensurate costs of the required services as well as changes

in the scope and/or cost of the enhancements offered by the Bidder to the Board. The District values quality, responsive student transportation services on a cost-efficient basis.

3. During the Term, the Board reserves the right to negotiate changes in the scope and commensurate costs of the required services as well as changes in the scope and/or cost of the enhancements offered by the Bidder to the Board.
4. Notwithstanding anything contained herein to the contrary, given the nature of the services, the Board reserves the right to award the Contract to one or more Bidder or multiple Bidders based on a consideration of all relevant factors, as identified herein, and a determination of the best interests of the Board. Routes which are awarded will be subject to the rates set forth in the successful Bid.
5. The Board has the right to reject any and all Bids in whole or in part based on a review of Bids relative to the noted selection criteria herein. Any or all Bids may be rejected if there is any reason to believe that collusion exists among the Bidders. Individual Bids may be rejected for irregularities of any kind, including, without limitation, alteration of form, additions not called for, conditional Bids, incomplete bids and unexplained erasures. The foregoing provisions are for illustrative purposes and shall in no way limit the right of the Board to reject any and all Bids. The Board retains the right to waive any formality or procedural irregularities in the Bids received. Any remaining Bidders may be requested to provide additional information or revised Bids to the Board for further consideration
6. The Board reserves the right to consider cost, experience, and service in the student transportation field, as well as the financial responsibility and specific qualifications set out herein of the prospective Bidder, in considering Bids and awarding the Contract.

CERTIFICATION:

The Bidder has read and understood the Invitation to Bid, INCLUDING ALL EXHIBITS, which are Appendices A-D and Schedules 1-3, all attached hereto and made a part hereof, and the following addendum: _____ (if any. If none, state "None"), and its Bid conforms to the terms and conditions of this Invitation to Bid.

I hereby certify, as an officer of _____, that, as the Bidder under this Invitation to Bid, all of the information and material supplied to the Board as required by this Invitation to Bid are complete and true. I, as an officer of _____, understand that all of the terms and conditions of this Invitation to Bid shall be included in the Contract executed with the Board, if awarded the Contract. I, as an officer of _____, further understand that any information that is found to be incomplete or false or, any attempt to mislead the Board is discovered, either during the evaluation or subsequent to any award may result in the disqualification of its Bid or the immediate termination of the Contract.

Signature _____ Date _____

Name _____ Title _____

Notary Public _____

[Seal]

Bidder Information

Company: _____

Address: _____

City State Zip

Telephone: _____

Fax: _____

APPENDIX A

HAMPTON BOARD OF EDUCATION
NON-DISCRIMINATION STATEMENT

Hampton Board of Education is an Equal Opportunity Employer and will not transact business with firms that are not in compliance with all federal and state statutes and executive orders pertaining to non-discrimination.

In order to have the Bidder's Bid considered, the Bidder is required to complete and return the following Statement of Policy with its Bid.

It is the Contractor's responsibility to ensure continuing compliance with this policy throughout the Term, if awarded.

STATEMENT OF POLICY

It is the employment policy of the _____ [Name of Bidding Company] that there shall be no discrimination against anyone on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, status as a veteran, status as a victim of domestic violence, intellectual disability, mental disability or physical disability, including blindness in the hiring, upgrading, demotions, recruitment, termination and selections for training.

In addition, this firm is in full compliance with the letter and intent of the various equal employment opportunities and civil rights statutes noted above.

Signed: _____
Name of Bidding Company

Street Address

City State Zip

By: _____
Signature

Name and Title of Signer

Date

APPENDIX B
PRICING SHEET

The undersigned, having become thoroughly familiar with the terms and conditions affecting the performance and costs of the transportation services, hereby proposes and agrees to fully perform the transportation services within the time stated and in strict accordance with this Invitation to Bid including furnishing any and all labor and materials, and to do all of the transportation services required to complete said transportation services in accordance with this Invitation to Bid for the following sums of money:

	2025- 2026	2026- 2027	2027- 2028
Type I (71-77 passengers) Per day, Per Vehicle	\$	\$	\$
%			
<i>increase</i>			
Athletic/Field Trips/Special Trips* Per hour rate	\$	\$	\$
%			
<i>increase</i>			

*Subject to a one and a half (1.5) hour minimum

ALTERNATE #1: PRICING IF THE TERM OF THE CONTRACT IS FIVE (5) YEARS:

	2025- 2026	2026- 2027	2027- 2028	2028- 2029	2029- 2030
Type I (71-77 passengers) Per day, Per Vehicle	\$	\$	\$	\$	\$
%					
<i>increase</i>					
Athletic/Field Trips/Special Trips* Per hour rate	\$	\$	\$	\$	\$
%					
<i>increase</i>					

*Subject to a one and a half (1.5) hour minimum

ALTERNATE #2: CONTRACTOR PROVISION OF A PERFORMANCE BOND:

	2024- 2025	2025- 2026	2026- 2027	2027- 2028	2028- 2029
Yearly Price for Performance Bond					

When preparing a Bid, the Bidder should be aware of the following:

The Board reserves the right to change, delete, add, or otherwise modify such transportation services, and the Bidder shall be prepared for, able to conform to and agree that such described transportation services will be provided under the Contract. The above prices are based on a per day per vehicle basis, on each day such vehicle is used to

Signed: _____
Name of Bidding Company

Street Address

City State Zip

By: _____
Signature

Name and Title of Signer

Date

When preparing a Bid, the Bidder should be aware of the following:

The Board reserves the right to change, delete, add, or otherwise modify such transportation services, and the Bidder shall be prepared for, able to conform to and agree that such described transportation services will be provided under the Contract. The above prices are based on a per day per vehicle basis, on each day such vehicle is used to

Signed: _____

Name of Bidding Company

Street Address

City State Zip

By: _____
Signature

Name and Title of Signer

Date

APPENDIX C
REFERENCE
CHECK

Company submitting the Bid: _____

List at least 3 Connecticut school districts with contact information with which you currently or have had (within the past 2 years) a student transportation contract for regular education transportation. If applicable, include districts in Windham County.

1. _____

2. _____

3. _____

4. _____

5. _____

APPENDIX D
NON-COLLUSION STATEMENT

The undersigned hereby declares that this Bid is made without any connection with any other person or person making any Bid for the same items, that it is in all respects fair and without collusion or fraud and that no person acting for or employed by the Board is directly or indirectly interested in the Bid or in the services to which it relates, or in any portion of the profits therefrom.

Signed: _____
Name of Bidding Company

Street Address

City State Zip

By: _____
Signature

Name and Title of Signer

Date

STATE OF CONNECTICUT:

ss

COUNTY OF:

Subscribed and Sworn to before me on this ____ day of _____ 2025.

Notary Public

SCHEDULE 1

Equipment Requirements

*Any variation from the below equipment requirements must be indicated in the Bidder's proposal

VEHICLES

All vehicles shall be no more than five (5) years old as of August 15, 2025 and the average age of the entire fleet of vehicles shall be no more than eight (8) years old at any time during the Term. During the Term the successful bidder shall use vehicles of that age or newer.

GPS

All vehicles used by the successful bidder to provide transportation services shall be equipped with a global positioning system ("GPS"), which such GPS shall be available to the Board. The GPS system shall be subject to approval by the Board.

CAMERAS

All Type I Vehicles used in the performance of the Contract must be equipped with at least two (2) digital video cameras to monitor passenger behavior and related activities at all times. The successful Bidder shall ensure that video cameras with audio capture feature and hard drive retention of a minimum of twenty (20) school days. The cameras must be placed in locations approved by the Board. The successful Bidder shall implement a camera maintenance program to ensure that cameras are operational and functioning properly, including video and audio recording, at all times.

OTHER VEHICLE REQUIREMENTS:

1. All Type I Vehicles will be diesel powered with a front-engine or the approved equivalent with an acceptable provision for cold weather starting.
2. Two Way Radio – All Vehicles shall be equipped with two-way radios with a minimum of 50 watts with a frequency dedicated to a location designated in the District. The successful Bidder shall provide and maintain the needed radio equipment to allow the District Offices the ability to communicate with each Vehicle at no cost to the Hampton Board of Education or the Town of Hampton.
3. All Vehicles while transporting children under the terms of the Contract shall have prominent identification thereon indicating "Carrying School Children", unless agreed otherwise in writing by the Board.
4. Seat belts in the first three rows on all Vehicles.
5. Child Check Mate System (or equivalent) on all Vehicles.

6. All Vehicles will be equipped with GPS capabilities and zonar navigation system or its equivalent.

SCHEDULE 2

2024-2025 [Bus Routes HES \(scroll to bottom of page\)](#)

2024-2025 [Bus Routes PHMHS](#)

2024-2025 [HES School Calendar](#)

2024-2025 [PHMHS School Calendar](#)

	<u>Start</u>	<u>End</u>
High School (Parish Hill)	7:40	2:25
Hampton Elementary School	8:40	3:15

Board of Education Policies:

Students: As of the date of this Invitation to Bid, the District currently serves ____ students who attend pre-kindergarten, ____ who attend Hampton Elementary and ____ who attend Hampton High School (Parish Hill).

Runs/Routes: The Students regular home-to-school runs are performed using two (2) Type I Vehicles in accordance with the following runs:

- 1) Vehicle #1 - [7:39 AM] to [8:45 AM] for students attending pre-kindergarten and Hampton Elementary
- 2) Vehicle #2 – [7:47 AM] to [8:45 AM] for students attending pre-kindergarten and Hampton Elementary
- 3) Vehicle #1 - [6:33 AM] to [7:25 AM] for students attending Hampton High School (Parish Hill)
- 4) Vehicle #2 – [6:35 AM] to [7:25 AM] for students attending Hampton High School (Parish Hill)
- 5) Vehicle #1- [3:25 PM] to [4:38 PM] for students attending pre-kindergarten and Hampton Elementary
- 6) Vehicle #2 – [3:25 PM] to [4:31 PM] for students attending pre-kindergarten and Hampton Elementary
- 7) Vehicle #1 - [2:20 PM] to [3:20 PM] for students attending Hampton High School (Parish Hill)
- 8) Vehicle #2 – [2:20 PM] to [3:21 PM] for students attending Hampton High School (Parish Hill)

Additional Runs. The District also requires transportation services for orientation runs at the start of school for the Pre-K/Kindergarten and grade 7 students and up to thirty-six (36) days of use of a late bus, such days to be determined by the Board during the course of the school year, as well as providing transportation for emergency dismissals that arise that do not conform with the approved school calendar.

SCHEDULE 3

FORM OF CONTRACT

[See Attached Form of Transportation Contract]