

**MEMO TO: BOARD MEMBERS
DR. JOHN SIMPSON**

FROM: BRUCE ELLERMAN

DATE: JUNE 12, 2017

RE: BUS TRANSPORTATION BIDS

As mandated by state statute, the Webster Groves School District (District) provides free home-school-home bus transportation upon request to any student residing more than 3.5 miles from school. The district further provides discretionary transportation on a space available basis to students residing more than 2.5 miles (1.0 mile for elementary) but less than 3.5 miles from school. This discretionary transportation is fee-based except for free-meal eligible students. For the past several years, the district has contracted with a private school bus company (First Student) to provide 5 buses for student transportation.

In connection with this transportation service, the District has solicited bid proposals for the provision of school bus transportation services during the upcoming 3 year period beginning August 1, 2017. This term may be extended annually for up to 3 additional 1 year periods upon mutual agreement between the District and the bus contractor. Bid proposals were due by and were publicly opened in the Board Room at 12:00 p.m. on Monday, June 5, 2017.

All 3 school bus contractors currently active in the St Louis metropolitan area were contacted by the District for a proposal:

- Durham School Services
- First Student
- Illinois Central

While Durham declined to bid (citing their lack of a viable bus facility relative to the Webster Groves service area), the other 2 contractors submitted written bids with pricing as follows (compares to current pricing of \$274.71 home-school daily and \$41.33 hourly for field trips):

<u>Service/Year</u>	<u>First Student</u>	<u>Illinois Central</u>
Home-School (Daily per Bus)		
2017-18	\$258.00	\$302.18
2018-19	\$263.85	\$311.25
2019-20	\$270.00	\$320.59

Extracurricular/Field Trip (hourly)		
2017-18	\$41.33	\$45.46
2018-19	\$42.27	\$46.82
2019-20	\$43.25	\$48.22
Minimum # of Hours	2 hours	2 hours
Cancellation Charge	\$50.00	\$52.00

Both proposals met all bid specifications and requirements.

Based on pricing results, we are recommending the bid from First Student for Board approval. No reference checks were deemed necessary since First Student has been the District's bus contractor for the past several years.

RECOMMENDED BOARD ACTION....that the Webster Groves School District Board of Education approve the bid submitted by First Student for bus transportation services beginning August 1, 2017 as detailed above.