



PUBLIC TENDER

SCHOOL BUS SERVICES

LEADER, BURSTALL, CABRI, SHAUNAVON

The Board of Education of the Chinook School Division invites tenders for the supply of contracted School Bus Services as described within the rural catchments for the Leader, Burstall, Cabri and Shaunavon areas for a period of three (3) years commencing August 2019.

Tender forms and detailed specifications may be obtained from the Chinook School Division Office.

Lowest or any tender not necessarily accepted.

Sealed tenders clearly marked "STUDENT CONVEYANCE TENDER" will be received by the undersigned until **2:00 PM C.S.T. Thursday, February 28, 2019**. Tenders will be opened in closed session.

RODNEY J. QUINTIN

CHIEF FINANCIAL OFFICER

CHINOOK SCHOOL DIVISION

Box 1809

SWIFT CURRENT, SASKATCHEWAN

S9H 4J8

CHINOOK SCHOOL DIVISION
STUDENT CONVEYANCE TENDER

This tender to provide student conveyance services for the Chinook School Division submitted on behalf of:

NAME OF CONTRACTOR _____

ADDRESS _____

TELEPHONE NO. _____ DATE _____

Existing routes and relative route information may be obtained by contacting the Chinook Transportation Department at 306-778-9200 Extension 3282

RATES...I/WE HEREBY agree to provide conveyance services for students of **one or more** of the routes identified below:

Route Number / Location	Estimated Daily Kilometers	Rate per Kilometer per Day		
		2019-20	2020-21	2021-22
253 – Leader Rural	164	\$	\$	\$
303 – Burstall Rural	177	\$	\$	\$
460 – Leader Rural	146	\$	\$	\$
505 – Cabri Rural	254	\$	\$	\$
602 – Leader Rural	170	\$	\$	\$
700 – Leader Rural	233	\$	\$	\$
702 – Leader Rural	325	\$	\$	\$
703 – Leader Rural	231	\$	\$	\$
706 – Leader Rural	94	\$	\$	\$
723 – Shaunavon Rural	154	\$	\$	\$

with the Chinook Division before the commencement of the contract.

REFERENCES...I/WE HEREBY confirm that the individual or company submitting this tender is actively engaged in the conveyance business and provide the following references:

<u>School Div. For Whom Conveyance Services Have Been Provided</u>	<u>No. of Years Service Provided</u>	<u>Date Contract Expired</u>	<u>Name/Address/Phone Number of Person to be Contacted For Reference</u>
1) _____ _____	_____ _____	_____ _____	_____ _____
2) _____ _____	_____ _____	_____ _____	_____ _____

FINANCING...I/WE HEREBY confirm that the individual or company submitting this tender does have sufficient financial resources to fulfill the requirements of this tender and provide the following references:

<u>Name of Bank, Credit Union or other Financial Institution</u>	<u>Name/Address/Phone Number of Person to be contacted for Reference</u>
_____ _____ _____	_____ _____ _____

MISCELLANEOUS INFORMATION...

Location (Address) of Base/Office: _____

Location (Address) of maintenance facilities: _____

Location (Address) of storage facilities: _____

Provide a description of the maintenance/servicing to be performed on the above listed busing equipment.

Comments and/or explanation of any information provided:

This TENDER is submitted with the understanding that:

1. Proposals must be submitted giving all information requested.
2. The Board of Education will have the final decision in determining the length of bus routes, student load of buses on the routes, the number of busing days in the School Year and the size of bus required for the route.
3. The approximate number of days for which service is required in any academic year is 182 to 186 days. The estimated number of days is presented in good faith to assist bidders in preparing proposals.
4. The successful Contractor must comply with all municipal bylaws, the Education Act of the Province of Saskatchewan and any other provincial legislation.
5. The Contractor will be required:
 - a) to employ drivers who are qualified and acceptable to the Board of Education; and notify same immediately of any concerns about the drivers;
 - b) to provide route information on Board forms;
 - c) to have approved drivers available for all routes;
 - d) to have a manager located locally for purposes of management of the buses, hiring the drivers, responding to complaints, and communication with the Chinook School Division.
6. Should the tender on **one or more** routes be successful a contract will be entered into for the 2019-20 School Year through the 2021-22 School Year. A provision for a possible two (2) year extension will also be included in this contract.
7. Proposed prices must be all inclusive with GST and PST (if applicable) being extra to the price.
8. No changes to the proposed prices will be considered unless received in writing to the Chief Financial Officer before the closing date specified.

9. Tenders will be evaluated based on the Evaluation Criteria and weightings as indicated. The Board of Education of the Chinook School Division retains the right to accept or reject any or all tenders. The lowest tender is not necessarily accepted.

EVALUATION CRITERIA:

Evaluation of tenders is based on the weighting of criteria items 1 to 4 below:

Item	Criteria	Point Weighting
1	Proximity to route	5
2	Fleet Availability	10
3	Average Fleet Age	15
4	Rate Structure	70
	TOTAL POINTS	100

10. Routes and numbers of students may change during the year. The Board reserves the right to cancel any route any time with ten working days' notice. The successful contractor(s) shall work with the Board during the school year should any additions, deletions or changes be required to existing routes.

THE DEADLINE FOR RECEIPT OF TENDERS AT THE OFFICE OF THE CHINOOK SCHOOL DIVISION IS 2:00 P.M. (C.S.T), Thursday, February 28, 2019.

NAME OF CONTRACTOR: _____

SIGNATURE: _____

POSITION/TITLE: _____

SIGNATURE: _____

POSITION/TITLE: _____

Please mail or deliver tenders in a sealed envelope clearly marked “STUDENT CONVEYANCE TENDER” to:

MR. RODNEY J. QUINTIN
CHIEF FINANCIAL OFFICER
CHINOOK SCHOOL DIVISION
BOX 1809 – 2100 Gladstone St. E.
SWIFT CURRENT, SASKATCHEWAN
S9H 4J8