



REQUEST FOR PROPOSAL: SCHOOL TRANSPORTATION SERVICES

This Request for Proposal (RFP) is to obtain competitive proposals to provide school transportation services for the Franklin Academy Charter Schools (six campuses).

The goal of the Franklin Academy transportation program is to provide student busing to school in the mornings and home from school in the afternoons.

Each Franklin Campus has two bus run schedules: (Please refer to Exhibit A)

K through 8th Grade campuses have one bus run schedule for K through 5th Grade and one bus run schedule for 6th through 8th Grade students for both morning and afternoon transportation.

K through 12th Grade campus has one bus run schedule for K through 8th Grade and one bus run schedule for 6th through 12th Grade students for both morning and afternoon transportation.

RFP INFORMATION AT A GLANCE

BID TITLE:	SCHOOL TRANSPORTATION
SEND PROPOSALS TO:	FRANKLIN ACADEMY FOUNDATION 1225 SE 2 nd Avenue Fort Lauderdale, FL 33316 Phone: 954-745-7601 Email: rodriguez.elsa@franklin-academy.org
DUE DATE & TIME:	April 15, 2021 @5:00pm
CONTACT INFORMATION:	Elsa Rodriguez Director of Operations rodriguez.elsa@franklin-academy.org

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I. RFP Submission and Award

- Proposals will be accepted until 5:00 pm on **April 15, 2021**. Proposals shall be submitted as follows:
 - Electronic copy emailed to: Elsa Rodriguez, rodriguez.elsa@franklin-academy.org
- Franklin Academy reserves the right to reject any or all proposals
- Awards shall be made to the most qualified and responsible district-approved vendor whose proposal is the most responsive to this solicitation as judged by Franklin Academy. The chosen vendor will be the one who meets the [Florida Department of Education Charter School Transportation Resource Guide](#) for transporting students and whose experience, financial capabilities, and resources demonstrate their ability to perform the services required.
- It is the responsibility of the prospective vendor to fully inform themselves of the conditions, requirements, and specifications before submitting a proposal. Failure to do so will be at the vendor's own risk.
- Proposals shall include the following information:
 - Brief overview of the company/company profile
 - Product Details (include Bus Transportation options to include how many students can be transported in each bus)
 - Pricing (per Bus Attachment B)
 - Process Detail (include all aspects of certification and service setup)
 - Value Added Details (i.e. discounts for centralized routes for student pick up and drop off, any early pay rebates, etc.)
 - COVID-19 compliance with CDC regulations**
 - Three (3) Current references
- If additional information is required, please contact Elsa Rodriguez, Director of Operations- Franklin Academy Foundation, in writing at: rodriguez.elsa@franklin-academy.org or by phone at 954-745-7601.

II. Vendor Requirements

- Provide a price quote based on EACH CAMPUS. A vendor can quote only the four Broward campuses, or the two Palm Beach campuses, or all six campuses.
- The vendor shall propose a rate either using a per-day estimation or a per-student estimation. A complete annual estimate should be included based on the enrollment below and/or a 180-day school-year calendar.
- The vendor shall maintain an adequate and certified/inspected inventory of buses for transporting the students to and from school.

4. Each Bus for Franklin Academy will adhere to the [Florida Department of Education School Bus Safety and Maintenance Manual](#). Proof of such compliance shall be provided in your returned RFP quote
5. Vendor must be willing to provide proof of Driver regulatory compliance in regards to having proper driver certifications, background checks, and safe driving records if selected. The proposal should indicate a willingness to do so.
6. Include a description of the processes to be used for the daily operation of the transportation services (i.e. adding students, removing students, etc.)
7. Transportation routes will be developed by the Vendor in conjunction with the school's administration. We intend to consider a staggered busing schedule to capitalize on the space available in each bus so that we can utilize the buses in rotation for transporting the students.
8. Vendor Transportation will begin a staggered route at a time that will deliver the students to the Franklin Academy when school begins and will pick up students at the end of the school day (see Exhibit A) and transport the students back to the agreed-upon bus stop.
9. Vendor will provide proof of Insurance and Liability coverage.
10. Describe the process the vendor will use to ensure compliance with FTE reporting requirements to ensure the school receives transportation funding.
11. Vendor is responsible for all FTE submissions and reports.

III. School Requirements

1. The chart below shows expected student numbers based on the maximum capacity of students:

SCHOOL (COUNTY)	Projected # of Buses	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
BB (PBC)	FOUR (4)	160	146	144	150	164	176	130	140	140	X	X	X	X	1,350
PBG (PBC)	THREE (3)	120	120	115	115	110	125	140	132	132	X	X	X	X	1,109
PBC TOTAL	SEVEN (7)	280	266	259	265	274	301	270	272	272	X	X	X	X	2,459
SUNRISE (BROWARD)	FOUR (4)	152	144	144	144	170	170	170	160	142	X	X	X	X	1,396
CC (BROWARD)	FOUR (4)	160	144	144	152	168	168	155	150	130	X	X	X	X	1,371
PPK-8 (BROWARD)	SIX (6)	160	160	160	160	144	160	160	170	126	X	X	X	X	1,400
PPK-12 (BROWARD)	FOURTEEN (14)	72	72	108	108	88	88	198	222	200	300	275	275	200	2,206
BROWARD TOTAL	TWENTY - EIGHT (28)	544	520	556	564	570	586	683	702	598	300	275	275	200	6,373
TOTAL	THIRTY - FIVE (35)	824	786	815	829	844	887	953	974	870	600	550	550	400	9,882

Key: BB= Boynton Beach, PBG= Palm Beach Gardens, Sunrise= Sunrise, CC= Cooper City, PPK-8= Pembroke Pines K-8 campus, PPK-12= Pembroke Pines lower & high school campus

2. Schools will provide the updated enrollment projections periodically as the start of the school year approaches.
3. Schools will work with the vendor in developing school transportation routes two months before the start of school. The school will provide all addresses of students in order to develop routes.
4. Bus Routes must be created to ensure students are not on the bus for more than one hour per ride.

5. Due to the double bus run schedule, the schools have a “Sibling Link” system that allows siblings to ride home together on the same bus.
6. Schools will provide vendor with a “School in Session” calendar.
7. Each school year, vendors will prepare and distribute bus passes four weeks before school begins.

VI. Evaluation Procedures

The school’s Principal shall review all proposals submitted and will use the following criteria to score the submitted proposals.

Explanation of Criteria	Possible Points
Understanding of task and proposed plan	+ 0 to 10
Experience and reliability of vendor, specifically with charter schools	+ 0 to 10
Experiences & qualifications of personnel	+0 to 10
Evidence included of required certification and bus inspections	+0 to 20
Explanation of FTE reporting is adequate and will work for the school	+0 to 10
Operational processes explained and efficient (i.e. processes for developing routes, adding or removing students, handling issues)	+0 to 20
References	+0 to 5 for each positive reference (max 20 points)
Costs	+ 20 for lowest rate +15 for second-lowest rate +10 for third-lowest rate +0 all others

V. Included Appendixes

- Exhibit A: School Addresses, Drop-off/Pick-up Times, & Transportation Zones
- School Academic Calendars



<p>BOYNTON BEACH CAMPUS</p> <p><u>ADDRESS:</u> 7882 S. Military Trail Boynton Beach, FL 33463 PHONE: (561) 767- 4700</p> <p><u>SCHOOL TIMES:</u> K-5TH GRADE- 7:30AM TO 2:15PM 6TH - 8TH GRADE- 8:30AM TO 3:15PM</p> <p><u>TRANSPORTATION ZONE</u>- 2 to 4 miles</p>	<p>COOPER CITY CAMPUS</p> <p><u>ADDRESS:</u> 6301 S. Flamingo Road Cooper City, Florida 33330 PHONE: (954) 780-5533</p> <p><u>SCHOOL TIMES:</u> K-5TH GRADE- 7:30AM TO 2:15PM 6TH - 8TH GRADE- 8:30AM TO 3:15PM</p> <p><u>TRANSPORTATION ZONE</u>- 2 to 4 miles</p>
<p>PALM BEACH GARDENS CAMPUS</p> <p><u>ADDRESS:</u> 5651 HOOD ROAD PALM BEACH GARDENS, FL 33418 PHONE: (561) 348-2525</p> <p><u>SCHOOL TIMES:</u> K-5TH GRADE- 7:45AM TO 2:30PM 6TH - 8TH GRADE- 8:45AM TO 3:30PM</p> <p><u>TRANSPORTATION ZONE</u>- 2 to 4 miles</p>	<p>PEMBROKE PINES (K-8) CAMPUS</p> <p><u>ADDRESS:</u> 18800 PINES BLVD PEMBROKE PINES, FL 33029 PHONE: (954) 703-2294</p> <p><u>SCHOOL TIMES:</u> K-5TH GRADE- 7:30AM TO 2:15PM 6TH - 8TH GRADE- 8:30AM TO 3:15PM</p> <p><u>TRANSPORTATION ZONE</u>- 2 to 6 miles</p>
<p>PEMBROKE PINES (K-12) CAMPUS</p> <p><u>ADDRESS:</u> 5000 SW 207TH TERRACE PEMBROKE PINES, FL 33332 PHONE: (954) 315-0770</p> <p><u>SCHOOL TIMES:</u> K-5TH GRADE- 8:15AM TO 3:45PM 6TH - 12TH GRADE- 7:15AM TO 2:45PM</p> <p><u>TRANSPORTATION ZONE</u>- 2 to 8 miles <u>HUB STOPS</u>- 8 or more</p>	<p>SUNRISE CAMPUS</p> <p><u>ADDRESS:</u> 4500 NW 103 AVE SUNRISE, FL 33351 PHONE: (754) 206-0850</p> <p><u>SCHOOL TIMES:</u> K-5TH GRADE- 7:45AM TO 2:15PM 6TH - 8TH GRADE- 8:30AM TO 3:15PM</p> <p><u>TRANSPORTATION ZONE</u>- 2 to 4 miles</p>