



Elaine Geallis <egeallis@glenbrook225.org>

Re: FOIA Request

1 message

Rosanne Marie Williamson <rwilliamson@glenbrook225.org>
 To: "Info @ Felicity Educational Services" <info@felicityed.com>
 Bcc: egeallis@glenbrook225.org

Mon, May 9, 2016 at 12:57 PM

To Whom It May Concern,

Thank you for writing to Glenbrook High School District 225 with your request for information pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

On 5/4//2016 we received your request for the following information:

- Last (if any) RFP for transportation services

District response: Please see attached.

- The winning bid information for the last RFP for transportation

District response: Please see attached.

- The number of students which the district is utilizing alternative transportation, concentrating on taxi services

District response: GBS - 7

GBN - 3

NSSSED - 56

District placed - 21

- The fee structure you are charged for the rides enumerated in the item above including
 - Miles of transportation and fee per one-way trip

District response: There are no documents responsive to this request

- Number of students in vehicle

District response: 72

- Charge for no load

District response: There are no documents responsive to this request

- Information on any vendors that provide transportation services in addition to any RFP results

District response: There are no documents responsive to this request

- Fees structure and amount paid to these addition vendors

District response: There are no documents responsive to this request

- Process for determining which transportation services are utilized by your district

District response: Bid Process

- Number of district owed vehicles used for transporting students to alternative settings including
 - The number of students driven to alternative setting in these vehicles

District response: There are no documents responsive to this request

Sincerely,

Rosanne Williamson, Ed.D.
Secretary, Board of Education
Assistant Superintendent for Educational Services
Glenbrook High School District 225
3801 West Lake Avenue
Glenview, IL 60026

On Wed, May 4, 2016 at 1:02 PM, Info @ Felicity Educational Services <info@felicityed.com> wrote:

Please provide the following information to the questions below regarding your transportation services. This is a business request so we realize the information will take some time to process.

- Last (if any) RFP for transportation services
- The winning bid information for the last RFP for transportation
- The number of students which the district is utilizing alternative transportation, concentrating on taxi services
- The fee structure you are charged for the rides enumerated in the item above including
 - Miles of transportation and fee per one way trip
 - Number of students in vehicle
 - Charge for no load
- Information on any vendors that provide transportation services in addition to any RFP results
- Fees structure and amount paid to these addition vendors
- Process for determining which transportation services are utilized by your district
- Number of district owed vehicles used for transporting students to alternative settings including
 - The number of students driven to alternative setting in these vehicles

Thank you for your help, information, and understanding.

Best—

Felicity Educational Services

<http://felicityed.com>

<https://www.facebook.com/Felicityedservice>

@FelicityEd

4 attachments



Transportation bid results.pdf

49K



Transportation bid.pdf

2004K



sped taxi bid results.pdf

57K



sped taxi bid.pdf

207K

**GLENBROOK HIGH SCHOOLS
Board Meeting – Monday June 26, 2013
District Business Office**

TO: Dr. Mike Riggle

FROM: Hillarie Siena

DATE: June 26, 2013

**RE: DISCUSSION/ACTION: APPROVAL OF SPECIAL EDUCATION TAXI
BID**

Recommendation

It is recommended that the Board of Education award a 5-year contract with an option to renew for 2 additional 1-year terms at an increase not to exceed 2%/year for special education taxi services to the following vendors:

	<u>Vendor</u>	<u>Est. Spend</u>	<u>After State Reimb.*</u>
Regular Taxi Cab Service	American Taxi	\$205,000	\$61,500
Medi-Van Service	303 Taxi	\$450,000	\$135,000

* The district receives 70-75% state reimbursement for special education transportation.

Background

In accordance with each student’s individualized education plan (IEP), the District provides transportation to qualified students as assigned by the Special Ed department. Students are transported to the Glenbrook buildings (GBN, GBS and off-campus) along with approximately 20 other school locations and work centers within and outside the school district boundaries.

Due to a variety of student needs, the district requires lift buses, regular cabs and medi-vans for their transportation. The district historically has spent the following on special education transportation –

Lift Buses	Septran	\$250,000	Bid by NSSSED
Regular Taxi Cabs	American	\$205,000	Included in Current Bid
Medi-Vans	303 Taxi	<u>\$450,000</u>	Included in Current Bid
		\$905,000 total	

Of the \$905,000 historically spent, the district receives 70-75% in state reimbursement, resulting in a net cost of approximately \$270,000.

Bid Results

For bidding purposes, the district received rates for both standard taxis and medi-vans. Rates received were based on zones within the school district boundaries as well as rates to specific locations within and outside the school district boundaries.

The lowest bidder for standard taxis was Citi-Care Transportation. Citi-Care offered prices approximately 15-20% lower than American Taxi. We are not recommending Citi-Care. Citi-Care was awarded a bid by the district 4 years ago and, due to numerous issues with late taxis, taxis not showing, the use of unmarked vehicles to pick up students, insurance issues, pricing issues and overall integrity issues, the district terminated their contract after 2 months of service and went with the next lowest bidder at the time – American Taxi. In addition to our negative previous experience with Citi-Care, I called two of Citi-Care’s references and did not receive favorable feedback.

After Citi-Care, our current taxi cab vendor, American Taxi, had the lowest rates for regular taxi cab services. The estimated annual contract is \$205,000 which is consistent with our current pricing. 303 Taxi, our current medi-van vendor had the lowest rates for medi-vans. The estimated annual contract is \$450,000 which is consistent with our current pricing.

Glenbrook High Schools District 225

1835 Landwehr Road · Glenview, IL 60026 · 847/486-4722 · Fax: 847/486-4721

STANDARD BID PACKAGE

Date: Thursday, May 20, 2013

Item(s): Special Ed Taxi Cab Transportation

Date & time of acceptance of bid: Tuesday, June 1, 2013 – 1:00 PM

Location of acceptance of bid: Glenbrook High School District 225
District Office
1835 Landwehr Road
Glenview, IL 60026

Direct questions to: Kimberly L. Ptak
(847-486-4722)
kptak@glenbrook.k12.il.us

Direct sealed bids to: Ms. Kimberly L. Ptak
Glenbrook High Schools
1835 Landwehr Road
Glenview, IL 60026

The Board of Education reserves the right to award separate items in the bid, to reject any or all bids, to waive all technicalities, and to award the bid(s) in the best interest of the school district.

Sincerely,

Kimberly L. Ptak
Director of Purchasing & Operations

Information for Bidders

1. Bid package shall be firm for a period of 60 days from the date of the bid opening to allow the school district time for the evaluation, approval by the Board of Education, and the issuance of a purchase order.
2. Signature page must accompany the bid document.
3. Bids must be submitted in a sealed envelope addressed to:

**SPECIAL EDUCATION TRANSPORTATION
TAXI CAB SERVICES**

By Tuesday, June 1, 2013 at 1:00 PM, to the attention of:

**KIMBERLY L. PTAK, DIRECTOR OF OPERATIONS
GLENBROOK HIGH SCHOOL DISTRICT 225
1835 LANDWEHR ROAD
GLENVIEW, IL 60026**

4. Glenbrook High School District 225, D/B.A Northfield Township High School District 225, was founded in 1947 and is comprised of two high schools. Glenbrook North High School serves 2,123 students residing in The Village of Northbrook and Glenbrook South High School serves 2,624 students residing primarily in The Village of Glenview. The district spends approximately \$500,000 annually for special education transportation. Transportation is required throughout the day to transport special education students to various locations in the community for work sites, field trips, etc. The district currently has approximately 150 students who avail themselves of transportation provided by the special education department.

General Scope of Work

Term

The contract period will commence on July 1, 2013 and continue through June 30, 2014, unless canceled by either party for any reason with sixty days prior written notice. The agreement will automatically renew for three additional school years (July 1, 2015 through June 30, 2018) on July 1 of each succeeding year at the same rate and terms, unless, written notice is provided sixty days prior to July 1 by either party. The agreement may be extended by written mutual agreement of the parties for successive one-year terms.

Billing

Billing shall be submitted every thirty (30) days with payment made on a monthly basis (based on complete billing information including the minimum detail for each ride as follows:

- Date of transportation
- Name(s) of students
- Destination
- One-way or round trip

Drivers

While transporting students, vehicles shall not be operated by any person other than a licensed chauffeur meeting all requirements for drivers as set forth by the Illinois State Board of Education. Company shall train and instruct its drivers to comply with the Requirements and Regulations for drivers as set forth by the Illinois State Board of Education and with all conditions herein contained or implied to the end that they shall be understood and strictly, fairly and impartially enforced.

Drivers shall supervise the loading and unloading of the vehicles. Drivers shall not permit more passengers to occupy the vehicle than there are seatbelts available. Drivers shall not smoke or consume alcohol or illegal drugs or cause disturbances in the vehicle.

Equipment Maintenance

Contractor shall assure that all vehicles are maintained in a safe, clean and sanitary condition, inside and outside. Vehicles must meet requirements for operation by the Illinois State Board of Education, the Illinois Department of Transportation, the Illinois Secretary of State, and local village ordinances.

Compliance with Illinois State Board of Education

Contractor shall comply with all rules, regulations and orders issued by the State Superintendent of Education of the State of Illinois, by the Regional Superintendent of Schools of Cook County and by the District 225 for safety, comfort and convenience of students or relating to the construction, appearance or operation of vehicles. Any rule or regulation issued by the State Superintendent of Education, Illinois Department of Transportation, Illinois Secretary of State, or District 225 regarding operation or

construction of transportation vehicles, which may conflict, with any provision of this agreement shall take precedence.

Malicious Damage

District 225 shall not be liable for damage to vehicles caused by student vandalism, however, District 225 will assist contractor in seeking restitution for malicious damage to vehicles providing service to the District.

Schedules

Contractor will strictly adhere to the starting times and operating schedule for each route as established and agreed upon between District 225 and Vendor. It is expected that the same driver is assigned the same route each day and arrive and depart on time.

Insurance Requirements

Contractor and all vehicle operators shall carry, pay for and keep in force during the term of the contract and any extension thereof, in companies licensed to do business in Illinois with and A.M. Best rating of "A" and satisfactory to District 225. Commercial General Liability and Automobile Liability insurance policies (including physical damage) in minimum amounts of insurance as follows.

1. Combined single limit bodily injury and property damage coverage of \$1,000,000 for each occurrence and \$1,000,000 in the aggregate.
2. Medical payment limits of \$5,000 each person, each occurrence.
3. Uninsured and underinsured motorist protection with limits no less than the minimum required by the State of Illinois for taxis.

Such insurance shall name District 225 as an additional insured on a primary and non-contributory basis. Contractual liability shall be provided under the Commercial General Liability policy includes the Hold Harmless Agreement as herein set out.

Each insurance company must agree not to terminate their coverage without thirty (30) days written notice to both District 225 and the Contractor and to include this clause in the insurance policy. In such case of termination, Contractor will provide to District 225 evidence of new insurance at the earliest possible date, but no later than ten days prior to the termination of the original policy.

Hold Harmless Agreement:

Contractor shall indemnify, hold harmless and defend District 225, members of the Board of Education, officers, employees and agents thereof against all suits, actions, legal proceedings, claims and demands, and against all damages, losses, costs, expenses, and attorneys' fees, in any manner caused by, arising from, incident to, connected with, or growing out of the operation of the Contractor under performance of this transportation contract.

Workers' Compensation

Contractor drivers, if independent operators, are not considered employees of said Contractor. Should vehicle operators be employed by Contractor, Contractor will maintain policies of insurance in companies satisfactory to District 225 covering Workers' Compensation of its employees including Occupational Diseases, with Statutory Limits as provided by the laws of the State of Illinois or any other state which might take jurisdiction.

Prevailing Wage Rates

The general prevailing rate of wages in the locality in which the work is to be performed shall be paid for each type of workman or mechanic performing such work in accordance with the attached rate schedule "Prevailing Wages for Cook County" issued by the Illinois Department of Labor.

Pursuant to and in compliance with the specifications provided by the Owner, the undersigned having become familiar with the specifications and having satisfied all questions concerning such specifications by contacting the Owner, hereby agrees to provide all materials and all labor called for in the attached specifications.

Proposal item: **Special Education Taxi Cab Transportation**
Due Date: **Tuesday, June 1, 2013 – 1:00 PM**

SIGNATURE _____
Officer of the Company

SIGNATURE _____
Sales Representative

COMPANY _____

ADDRESS _____

PHONE NO _____ DATE _____

Certification

The bidder hereby certifies that the bidder (contractor) is not barred from bidding on this contract as a result of a violation of either the bid-rigging or bid-rotating provisions of Article 33E of the Criminal Code of 1961, as amended.

Signature and title

Insurance Requirements Certification

The bidder hereby certifies that the bidder (contractor) meets all insurance requirements as set forth in the bid specifications.

Signature and title

Sexual Harassment Clause

Each bidder must certify that he has complied with the requirements of Sec 2-105 of the Illinois Human Rights Act (Public Act 87-1257) effective July 1, 1993, with respect to sexual harassment policies. The terms of that law, as applicable, are hereby incorporated into this contract.

The District 225 Board of Education states that Glenbrook is in compliance with said law.

REFERENCES

Please provide 3 references from similar school districts.

- 1.
- 2.
- 3.

GLENBROOK HIGH SCHOOLS
Regular Board Meeting – December 14, 2015

TO: Dr. Mike Riggle

FROM: Kimberly Ptak

DATE: December 14, 2015

RE: Award of Bid: Student Transportation

Recommendation

It is recommended that the Board of Education award the bid for student transportation to First Student, located in Northbrook. Contract will be for the years FY 16/17, 17/18, 18/19 with the option to renew for years FY 19/20 and 20/21. Increases for FY 17/18 and FY 18/19 are 2.5% and 3.0% respectively.

The district's current five year contract with First Student ends on June 30, 2016 and the district has been pleased with the service. Either party has the right to terminate the contract for subsequent school year(s), prior to April 1st annually, without prejudice, with written notice. The value of the contract is estimated at \$1,121,323.

	<u>First Student's Bid</u>	<u>Current Contract</u>	<u>Increase</u>
<u>Regular Transportation</u> 10 GBN routes 16 GBS routes	\$550,568	\$543,517	\$7,051
<u>Charter Transportation</u> Field trips Athletics Activities Off Campus	\$525,185 (estimate - actual based on number of trips)	\$505,000 (estimate - actual based on number of trips)	\$20,185
<u>Other</u> Late Activity buses Inter-campus shuttle	\$45,570	\$43,049	\$2,521
Total	\$1,121,323	\$1,091,566	\$29,757 3%

<u>Bid Results</u>	<u>Regular</u>	<u>Charter Hrly</u>	<u>Charter Est.</u>	<u>Other</u>	<u>Total</u>
First Student	\$550,568	\$39.79	\$525,185	\$45,570	\$1,121,323
Alltown	\$1,293,812	\$42	\$540,553	\$43,049	\$1,877,414

Durham School Services	Letter Respectfully Declining
North Shore Transit	Letter Respectfully Declining
Positive Connections	Letter Respectfully Declining
Illinois Central School Bus	No Bid
Infinity Transportation	No Bid
MV Transportation	No Bid
Student Transportation of America	No Bid

First Student is currently handling student transportation for feeder districts 27, 28, 30 and 31. Since the feeder districts have different start times than GBN and GBS, First Student is able to share buses which gives them a pricing advantage over other transportation providers. Transportation contracts for our feeder districts end June 30, 2017. Should the district wish to bid transportation in conjunction with the feeder districts, the district can exercise its right to terminate the contract April 1, 2017.



STUDENT TRANSPORTATION BID SPECIFICATIONS

NORTHFIELD TOWNSHIP HIGH SCHOOL DISTRICT NO. 225

3801 West Lake Avenue

Suite 301

Glenview, Illinois 60026

Kimberly L. Ptak – Director of Operations

kptak@glenbrook225.org

NORTHFIELD TOWNSHIP HIGH SCHOOL DISTRICT 225
3801 West Lake Avenue
Glenview, Illinois 60026

Specifications for Student Transportation Bid for the school years
16/17, 2017/18, and 2018/19

Invitation to Bidders

The Northfield Township High School District No. 225 will accept sealed bids from qualified vendors for our student transportation for the 2016/17, 2017/18, and 2018/19 until 10:00 AM., on Wednesday, November 18, 2015, at 3801 West Lake Avenue, Suite 301, Glenview, IL 60026. Bids will be publicly opened and read at 10:00 AM on Wednesday, November 18, 2015 at 3801 West Lake Avenue, Suite 301, Glenview, Illinois 60026.

Conditions of Contract

1. The transportation contract shall be between the Board of Education of Northfield Township High School District No. 225, Cook County, Illinois, hereafter called "District" of 3801 West Lake Avenue, Glenview, Illinois 60026 and the successful transportation contractor, hereinafter referred to as "Contractor".
2. The Contractor shall provide the District with bus service for transportation to and from school, ninth through twelfth grade transportation, after school activity buses, interscholastic and intramural buses, shuttle buses between campuses and all special transportation needs such as school field trips, athletic events etc. This transportation contract shall be for a three (3) year period commencing with the first day of school in August 2016 and ending with the last day of school of the 2018/19 school year. If mutually agreed upon by both parties, the contract may be renewed for an additional two (2) years.
3. The Contractor shall maintain and operate its vehicles at all times in a safe and efficient lawful manner and in accordance with such instructions and directions as may, from time to time, be issued by the District and shall comply with all lawful orders, rules and regulations of the State of Illinois and the United States and the ordinances of the municipalities applicable thereto.
4. The Contractor shall, at its expense, procure and maintain in effect any and all licenses, permits and certifications, which are or may be required by regulatory bodies for the performance of student transportation services.
5. The Contractor shall assume all costs of the transportation/operation, including but not limited to, the cost of purchase of vehicles, including two-way radios, gas, maintenance, all types of insurance including unemployment insurance, supplies, and accessories

necessary for safe operation, and all salary and benefits for drivers, mechanics and all other transportation employees.

6. The Contractor shall not assign or sublet any contract entered into with the District in whole or in part without prior written consent of the Board of Education.
7. There shall be no restriction to prevent the District, at its option, to transport student groups of any size in private cars or school owned vehicles, contract with individual parents to transport their students attending public schools or to expand or reduce daily transportation service to meet the needs of regular as well as handicapped students in accordance with the demands of such needs.

Instructions to Bidders

1. All bids shall be placed in a sealed envelope addressed to Kimberly Ptak, Director of Operations and Purchasing, Northfield Township High School District No. 225, 3801 West Lake Avenue, Suite 301, Glenview, Illinois 60026, with the bidders name and address on the outside of the envelope and marked "Transportation Bid – 2016/17" and delivered to Kimberly Ptak, 3801 West Lake Avenue, Suite 301, Glenview, Illinois 60026 by 10:00 AM on Wednesday, November 18, 2015, at which time all bids will be opened and read aloud. All bids shall be valid for ninety (90) days beginning at 10:00 AM on Wednesday, November 18, 2015.
2. After reading the attached specifications, potential vendors with questions should contact Kimberly Ptak, Director of Operations and Purchasing via email: kptak@glenbrook225.org. Any questions received and answers given will be emailed to all bidders.
3. Each bid must be accompanied by a bid bond, certified check or bank draft made payable to the order of Northfield Township High School District 225 in the amount of \$50,000 as a guarantee that if the contract is awarded, the bidder will execute the contract, furnish the required performance bond and furnish the services specified. Certified checks or bid bond of all unsuccessful bidders will be returned promptly, after the awarding of the bid to the successful contractor. The certified check or bid bond of the successful bidder shall be returned promptly after the filing of said performance bond, proper execution of said contract, and the furnishing of the required insurance certificate.
4. The successful bidder shall be required to furnish a performance bond executed by a surety company satisfactory to the Board of Education in the amount of one half of the annual bid to guarantee the faithful performance of this contract. The bond shall be for the term of contract and shall be approved as to surety and as to form by the Board of Education and the attorney for the District. Should the bidder fail or neglect to furnish a satisfactory performance bond or refuse to sign the contract on the basis of this bid, or fail to meet the requirements or specifications, the bid bond, certified check or bank draft shall be forfeited as liquidated damages. It is the intention of the Board of Education to award the contract to the lowest responsible bidder, best meeting the requirements of the Board of Education. The Board of Education thereby reserves the right to accept or reject

any or all bids for any reason without recourse or to make the award in such a manner as the Board of Education may deem right and proper for the best interest for the District.

5. The Board of Education reserves the right to hold all bids for a period of ninety (90) days after the date of the bid opening and the bidder shall not withdraw his bid during the said ninety (90) day period.
6. The bidder shall inform himself fully of the District's transportation requirements. (For example, this would include viewing the various bus routes, schools, pick-up and drop-off locations, mileage, etc.). In essence, the Board expects the bidder to be familiar with all aspects of our transportation requirements. For the convenience of bidders, the District is providing various information about its transportation requirements, as set forth in Appendix A.
7. Proposals shall be submitted on forms provided by Northfield Township High School District No. 225 and must include:
 - Appendix B – Student Transportation Bid Sheet
 - Appendix C – Acknowledgement of Bid Specifications
 - Appendix D – Non-Collusion Affidavit
8. A signed and duly notarized Non-Collusion affidavit, attached hereto as Appendix C. Proposals submitted on forms other than the attached forms may be rejected. All proposals should be clearly marked "Transportation Bid – 2016/17".
9. Any proposals received after the date and time stated shall be returned to the bidder unopened.
10. Either party has the right to unilaterally terminate the transportation contract for subsequent school year/years, prior to April 1st, annually, without prejudice, with written notice.
11. No bid will be accepted that contains any escalator or de-escalation (contingency) clauses for any purpose whatsoever, i.e., fuel, labor, insurance, etc.
12. Bidder shall provide a list of all customers within the past three (3) years, within a 50 mile radius of the district. Each list shall include the name and contact information of the principal administrator/owner of the company listed.
13. The successful bidder shall be required to enter into a written contract with the District, which incorporates all of the terms of these bid documents.
14. The Board reserves the right to award the bid in the best interest of the District.

District Requirements

The District shall be obligated to:

1. Provide the administration of the registration process and the fee collection for student transportation.
2. Prepare and process mailings and bus passes.
3. Provide the number of students registered at each bus stop prior to the first day of school.
4. Pay the Contractor's District approved monthly invoices following the regular monthly School Board Meeting, (generally the second and fourth Monday of each month).
5. Notify the Contractor of any known student/resident moves, additions or deletions.
6. Notify the Contractor of any field trips, extracurricular or athletic trip bus requirements three (3) days in advance of the day of the trip.

Note: The District is not required to provide transportation to the residents of Northfield Township High School District 225. The District's role is solely to act as an agent for parents contracting with the successful Bidder/Contractor for transportation for students to and from school.

Contractor Requirements

The Contractor shall be subject to all of the following terms:

1. Contractor Personnel:
 - A. It is understood that the Contractor, its officers, agents and employees shall be considered, and at all times, act in the capacity of an Independent Contractor and not as an employee of the District, for any purpose, and shall not acquire either by contract or by operation of law any rights or benefits provided for employees of the District. Contractor shall not hire or retain any individual that has been convicted for one of the offenses listed in Section 10-21.9 of the School Code. All expenses of operation maintenance shall be paid by the bus contractor.

The Contractor and its personnel shall be obligated to perform and/or comply with the following non-exclusive list of duties/requirements (A through T below):

- A. Maintain facilities and bus fleet including preventative maintenance program. The District will give preference to bidders with a bus depot and maintenance facility located within a ten (10) mile radius of the Glenbrook High Schools boundaries.
- B. Recruit, select and train bus drivers.

- C. Prepare and administer pre-service and in-service bus driver training, including safety and student discipline topics.
- D. Keep records on all personnel.
- E. Keep time logs of arrivals and departures.
- F. Maintain and keep current on all Federal and State laws regarding transportation, along with school board policy.
- G. Disclose any pending and/or past litigation, wherein the bidder is/was a Defendant.
- H. Work with the District to develop safe and economical bus routes, subject to the approval of the Assistant Superintendent of Business Affairs or his/her appointed representative.
- I. Maintain a written quality control manual that will be fully implemented by the Contractor. Such manual shall be available for review by the Assistant Superintendent of Business Affairs or his/her appointed representative.
- J. Investigate requests and complaints regarding student transportation services and make recommendations to the Assistant Superintendent of Business Affairs or his/her appointed representative.
- K. Prepare reports necessary to complete school district, state and local requests for information.
- L. Administer bus conduct reports as specified by the District and work with the school system on student discipline. The District shall assist the Contractor on keeping a proper student atmosphere on the bus.
- M. Keep confidential history file on student bus conduct reports.
- N. Whenever regular bus routes are on the road, a responsible person shall be at the base radio station with a telephone available.
- O. Dispatch buses, check drivers and be totally familiar with all bus routes, schedules, school locations, etc.
- P. Supply sufficient numbers of regular and substitute drivers to be available and properly trained so that full transportation service is always available. (is provided)
- Q. Secretarial duties, including, but not limited to telephone coverage, filing, map maintenance, report documentation, bus conduct forms, etc.

- R. Be aware and keep the Assistant Superintendent of Business Affairs or his/her appointed representative advised on ideas for improvements in the transportation system and cost savings.
- S. Be capable and experienced in school bus fleet operation and management.
- T. Minimum telephone call coverage by the contractor or terminal manager shall be from 6:00 am to 6:00 pm, on school days.
- U. The number of full-time (or equivalent) employees to be used to perform the managerial, maintenance and clerical responsibilities shall be sufficient to fulfill all of the Contractor's obligations including the above-listed requirements.

2. School Buses:

- A. All school buses used in the performance of this contract shall be owned by the Contractor, or, if not so owned, the Contractor shall furnish the Board with a statement setting forth the name and address of the owner of each school bus before placing said school bus in service.
- B. All buses are to be equipped with a working 2-way radio communication system capable of transmitting on an exclusive frequency. Citizen band (CB) radios are not acceptable. All licenses, fees, etc. associated with the 2-way radio system shall be obtained by the contractor at their expense.
- C. All buses are to be equipped with continuous monitoring GPS. In addition to the capability to locate any bus at any time, the bidder must be able to provide the district with GPS path reports for any route, which will include all stops and stop times, no later than the end of the day of that route.
- D. All vehicles must be no less than 72 passenger capacity. The District reserves the right to require the use of 84 passenger buses.
- E. At any time during the performance of this agreement, the average age of all buses shall be no more than five (5) years old and no bus shall be more than ten (10) years old. Annually, within five (5) days of the start of school each year, the Contractor shall supply the Board of Education with a listing of buses used in the District, which shall include age and serial number of each bus.
- F. The Contractor shall keep all school buses used in the performance of the transportation requirements in a good state of maintenance and repair. The passenger section shall be kept in a clean and sanitary condition. The Contractor shall cause each school bus to be inspected in accordance with standards set forth by the State Board of Education and the Illinois Department of Transportation, as well as all local, State and Federal standards, but under no circumstances shall there be less than two (2) inspections per year. All vehicles must carry and display a current school bus safety sticker at all times.

- G. The Contractor will be required to keep thorough, up to date records of all operating data and maintenance work done, and the District shall have access to these files. Examples would include: fuel mileage, oil usage, tire replacement and work repair orders.
- H. If the number of students to be transported increases during the school year, the Contractor must furnish additional buses as needed at the prices specified in the bid.
- I. If the number of students to be transported decreases during the school year, the Contractor must reduce the number of buses provided at no expense to the District.
- J. The Assistant Superintendent for Business Affairs and his/her appointed representative retains the right to designate the maximum number of passengers per bus.

3. Drivers and Training:

- A. All buses shall be operated at all times by trained, competent, and prudent drivers who shall meet the requirements for school bus drivers as set forth by the Illinois State Board of Education, "Illinois School Bus Driver Information". In addition, all drivers will be required to follow all Glenbrook High School District 225's transportation polices and regulations.
- B. The Contractor shall establish and implement a screening, hiring and training program which includes the following as a minimum:
 - a. Driver completes a written application form, which is provided by the Contractor including references.
 - b. Driver has an initial interview with the Contractor or manager to determine the applicant's aptitude for the job.
 - c. Drivers must have successfully completed an independent defensive driving course and documentation of such be made available to the district. Specifics of the course provider should be included in the bid response.
 - d. In conjunction with the school district, the Contractor shall conduct a criminal background check on the applicant, including his/her driving record. Contractor must insure that the applicant has had no conviction against public morals or a felony charge. The applicant's driving record, which is obtained from the State of Illinois, shall be available, upon request, to the Superintendent of Schools or his/her appointed representative.

- e. Contractor must provide adequate pre-service training, including first-aid training, so that the driver has a thorough knowledge of the State of Illinois traffic laws and regulations. In addition, the Contractor must provide a minimum of three (3) hours of behind the wheel training with a qualified instructor before the driver takes his school bus road test with the Department of Motor Vehicles.
 - f. Applicant drivers must pass physical, written and road tests and obtain a commercial driver's license before transporting students.
 - g. The Contractor must provide route training before the driver is given the responsibility of transporting students. This would include, but not limited to:
 - 1. A specific map of the route indicating exact locations and names for pick-ups and drop-offs.
 - 2. Specific information about the route indicating danger points, road hazards, etc.
 - 3. Actual driving of the route, minimum of two times, at no cost to the District.
 - 4. Written directions (to and from destinations) for each bus route, to the District.
 - h. The Contractor must provide for pre-service and on-going in-service training programs for the bus drivers. Drivers shall be required to attend the meetings. A minimum of six (6) in-service meetings shall be held each school year with a minimum length of one (1) hour each. The meeting topics and a printed training manual shall be geared to driver needs, including safety, discipline, drills, etc. Failure to attend may, at the sole option of the District, result in replacement of the non-attending driver. The Assistant Superintendent of Business Affairs, or appointed representative, shall be informed, in advance, when these meetings take place and be provided with a copy of the training manual.
 - i. Periodic, short meetings may be conducted on topics that require immediate attention.
 - j. The Contractor shall furnish and the Contractor's drivers shall be required to properly wear and display a photo identification badge at all times they are providing transportation services for the District.
- C. The Contractor will be responsible for proper supervision over the drivers to insure the routes are being run correctly and on time. Also included in this

supervision should be an annual written evaluation of all drivers in the areas of driving competency, understanding of laws, regulations and District policies.

- D. The Contractor shall furnish to the District, at the beginning of each school year, a listing of names, ages, addresses, bus driver license number, expiration date, and telephone numbers of all regular and substitute drivers, along with the routes they will be driving. This listing shall be maintained current by the Contractor.
- E. Each driver assigned to duties in the performance of this contract must be at least twenty-one (21) years of age, fully licensed as a bus driver by the State of Illinois. All drivers shall maintain a courteous attitude and neat appearance. A uniform appearance is recommended. All drivers must be able to communicate effectively in English.
- F. Each driver assigned to the performance of this agreement must meet or exceed all applicable standards for drivers' physical qualifications. The Assistant Superintendent of Business Affairs or his/her representative may, at its discretion, demand such additional physical examinations of drivers as it deems necessary and the Contractor shall pay the costs of such additional examinations. If new drivers are assigned to the performance of this agreement after its commencement, such new drivers must be examined five (5) days prior to such assignment. Any driver who is found to be physically unfit to operate a school bus will be removed immediately from performance of his/her transportation duties.
- G. The Contractor shall provide to all drivers, a manual or handbook outlining all Contractor and District policies. Included therein must be a written policy covering procedures to follow in emergency situations and all steps to follow if the bus is involved in an accident of any kind. There should also be a procedure outlining the steps to follow if a bus breaks down.

All drivers should be schooled and tested on these procedures to the extent that they will be prepared if any emergency does occur. The Contractor must, immediately notify the Assistant Superintendent of Business Affairs, or his/her appointed representative, when any accident has occurred, regardless of how minor.

- H. Bus drivers shall be hired, employed and under complete supervision by the bus Contractor, however, the Contractor shall replace any school bus driver, who in the sole opinion of the Assistant Superintendent of Business Affairs, or his/her appointed representative, is detrimental to the best interest of the students riding the bus (es) of the District.
- I. The Contractor shall keep personnel files on each bus driver, including, but not limited to, the drivers written application form, references, including those checked with written notes by the Contractor, employment record, driving record, written evaluations, etc. The school district shall have access to these files upon request.

- J. The company shall require each route driver to conduct emergency evacuation drills a minimum of two (2) times per year. These drills shall have written documentation indicating date, route number, drivers signature and number of students involved and be placed on file for District review, upon request.
 - K. The drivers shall be responsible for loading and unloading students and the discipline of the students while on the bus. Corporal punishment will not be used. The District shall assist the Contractor with the Contractor's responsibilities in accordance with District policy.
 - L. All bus conduct rules shall be obeyed by both students and drivers. This shall include no smoking, drinking beverages, eating, profane language, etc. The drivers shall be responsible for a complete safety test BEFORE leaving on any trip. This test shall consist of, but not limited to the following: rear safety door, windows, fuel, tires, and electrical system, including lights.
 - M. This section shall not conflict with standards set forth by the Illinois Department of Transportation and the State Board of Education Standards for School Bus Drivers. All drivers will meet standards as set forth by the Illinois Department of Transportation and the State Board of Education.
4. Contractor's Representative:

At the time of the execution of this agreement, the Contractor shall designate in writing to the Board, the name and address of the person who is responsible for the Contractor's performance of this agreement including, but not limited to, matters related to the employment, assignment, change and substitution of drivers, adherence to, and changes of bus stops, routes and the responsibility to keep and exhibit the records required to be kept under the terms of this contract.

Routing

- 1. The Contractor shall be responsible for the establishment of all bus routes. These will be developed according to District policy for length of ride, location of bus stops and walking distances. The District shall provide the number of students per bus stop prior to the start of school. The list will be updated on a continuous basis as to when student/resident moves, additions or deletions. Final approval by the Assistant Superintendent of Business Affairs or his/her appointed representative must be given before the routes are implemented.
- 2. The District, at its discretion, may provide routing/mapping software, which the Contractor must then employ to create and maintain bus routes.
- 3. The Assistant Superintendent of Business Affairs or his/her appointed representative retains the right to modify bus stops, routes and schedules once established. A minimum of three (3) days written notice of such changes shall be given the

Contractor in advance of implementation of such changes except for emergency situations.

4. The Contractor will be charged with the responsibility of maximizing efficiency through routing and scheduling. There must be a continuing effort to combine routes when ridership is low because of declining enrollment areas.
5. The Contractor shall provide to the District all necessary information, which is needed in the preparation by the District of the Annual Claim for Pupil Transportation Report, and any other reports as required by the State Board of Education for the Board of Education.
6. The Contractor shall organize all bus routes to the approval of the Assistant Superintendent of Business Affairs, or appointed representative. The Contractor shall furnish to the District, without additional charge, a large map, color-coded (to represent each route), that the District can display in the administration office, no later than, the first day of school.
7. Only students and school-authorized personnel will be permitted to ride on buses used for school purposes. All other riders including family members of school bus drivers are excluded from riding the bus without prior approval of the Superintendent of Schools or his/her appointed representative. Students must have a current year bus pass with photo id.
8. Qualified students, as specified by the Board of Education, will not be refused a ride or evicted along the route by the school bus driver. Prohibitions to ride will be done according to School Board policy.
9. In no case shall bus routes provide for transportation beyond the school district boundaries at Board expense.
10. In going to and returning from school, the bus driver shall leave the point of origin for each route at a scheduled time and shall complete the route with a minimum variance of time. No bus shall be loaded with any passengers beyond the capacity of the bus.
11. The established bus routes shall be followed exactly as routed, by the bus drivers. Any proposed route changes will be referred to the District for a decision.

Routes

During each school year of this proposal, 2016/17, 2017/18 and 2018/19, the Contractor will provide the following bus transportation for designated students of the District. Each school year shall be defined by the school calendar established by the Board of Education.

1. **Daily Regular Routes** – Sufficient school buses shall be available for regular routes on days when school is in session, between the hours of 6:30 am and 8:00 am and the hours of 2:30 pm and 4:45 pm, under good weather and traffic conditions. If weather

and traffic conditions require extended time for the providing of regular bus service, such extra time shall be provided, at no extra charge, to the District.

2. **Shuttle Service** – A shuttle bus shall be provided to shuttle students between Glenbrook North and Glenbrook South High Schools, and between Glenbrook North and Glenbrook South High Schools and Off-Campus. Bus must be available between the hours of 7:00am and 3:00pm. The District will set the schedule.
3. **Special Routes** – School buses shall be available for special routes as designated by the Board of Education. The Contractor shall have available, on any one day, the number of buses needed for the following school functions:
 - a. Late Arrival Days – These schedules are set by district staff at Glenbrook North and Glenbrook South.
 - b. Special Testing Days – to be arranged in advance consisting of double runs. These schedules are set by district staff at Glenbrook North and Glenbrook South.
4. **Charter Trips (i.e. Field Trips and Athletic Events)** – School buses shall be made available by the Contractor for field trips and athletic events. At least three (3) days notice will be provided.
5. **Late Activity Bus** – A late activity bus shall be made available with an approximate departure time of 5:00 pm at Glenbrook North High School and the following departure times at Glenbrook South High School: two Westbound & one Eastbound at 4:45 pm, & one at 5:45 pm.

Insurance

1. The Contractor shall obtain and maintain in full force and effect during the term of this proposed contract and pay the premium thereon a policy of public liability, property damage and bodily injury insurance insuring all passengers and parties at all times issued by an insurer authorized to transact business in this State and approved by the Board of Education. Such policy shall cover the Contractor, operator and the District with the District specifically named as an additional insured in the policy. A Certificate of Insurance must be filed annually, prior to the commencement of the school year, with the District stating the policy limits.
2. The Contractor shall, at its own expense, keep with companies, satisfactory to the District, insurance protections as follows:
 - A. Workers Compensation
 - Coverage A. Statutory
 - Coverage B/Employee Liability
 - Each accident: \$500,000
 - Each employee: \$500,000
 - Policy Limit: \$500,000

B. Vehicle Insurance

- Liability \$10,000,000 per occurrence
- Uninsured/Underinsured Motorist \$1,000,000. But in no event less than minimum required by state statute

C. Commercial General Liability

- Liability \$1,000,000 per occurrence
- Aggregate \$2,000,000

D. Umbrella Liability shall be provided at a limit of \$20,000,000 and must follow form over the Comprehensive General Liability, Automobile Liability and Employer's Liability.

Insurer providing above coverage must have a current rating of "A" or better as provided by A.M. Best's rating system.

3. If for any reason the insurance is cancelled, the insurance company shall notify the District thirty (30) days in advance of any full or partial cancellation.
4. Contractor must name the District as additional insured on a primary and noncontributory basis **for general liability and automobile**. A waiver of subrogation in favor of the **District** shall apply for general liability and workers compensation.

Indemnification

1. The Contractor is responsible for and shall hold harmless, indemnify and defend Northfield Township High School District No. 225, its agents, its employees and the School District Board Members from and against any and all loss, damage, injury, liability and claims or expenses by reason of any loss, personal injury, death or other damage that may be done to or suffered by any person, including employees of the Contractor, or the School District, arising in connection with the operations to be carried on by the Contractor.
2. The Contractor agrees to save, keep, hold harmless, and fully indemnify and defend Northfield Township High School District No. 225, its Board, officers or agents from all damages or claims for damages, costs, or expenses in law or equity that may at any time arise or be set up for an infringement of the patent rights, copyright, or trademark of any person or persons in consequence of the use in the performance of this contract of any article of which the Contractor is not the patentee or assignee or has not the lawful right to use.

Penalties - Charters

1. In the event that the time limits authorized herein, and in the starting and ending times, as set forth herein, are not adhered to by the Contractor, due to Contractor's fault, the Contractor shall be penalized as follows:

The penalties will be determined on a monthly basis.

<u>Late Buses</u>	<u>Penalty *</u>
15 – 29 minutes late	\$25.00
30 – 44 minutes late	\$50.00
45 – 59 minutes late	\$75.00
60 + minutes late	\$100.00

*assessed on a per route basis.

2. In all cases, buses will complete a bus route despite the lateness and despite the penalty clauses invoked.
3. Students missed at designated bus stops within the framework of the bus schedule due to driver negligence or other negligence on the part of the Contractor shall be picked up and delivered by the Contractor to the students' proper destination. No additional charge will be assessed for this service by the Contractor.
4. In all cases where the Contractor anticipates delays or the missing of routes because of circumstances beyond the Contractor's control, the Contractor shall notify the Superintendent of Schools or his/her appointed representative of said situation immediately upon becoming aware of it. Failure to so notify the Superintendent of Schools or appointed representative shall make the Contractor liable to penalty clauses herein delineated.
5. These penalties shall be invoked on all runs made by any of the Contractor's school buses in the District in the A.M. and all runs in the PM, provided, however, those penalties will not compound on buses with multiple AM or PM runs. Penalties shall be invoked for all scheduled routes including charter, fieldtrips and athletics.
6. Penalties shall be deducted from the monthly billings.
7. Repeated violations of the time schedules shall be sufficient cause for the Board to invoke the breach of Contract section.
8. The Assistant Superintendent of Business Affairs or his/her appointed representative, as delineated in this section, shall make the determination of Contractor fault. If the Contractor disagrees with a determination related to a penalty, the Contractor may appeal to the Superintendent of Schools.

Evaluation

The District's representative and the Contractor shall meet quarterly to discuss the level of performance. The Contractor shall receive written notice of any unsatisfactory evaluation.

Payment

The Contractor shall submit monthly billing no later than ten (10) days prior to each monthly Board meeting delineating services provided during the previous month. The billing should also delineate all deductions related to the implementation of the penalty clause. Penalty clause deductions will appear on the billing for subsequent month's service, thereby being deferred for a 30-day period. However, the final bill from the Contractor to the Board shall include all penalty clause deductions not included previously. It shall be the responsibility of the Board to review the billings and to advise the Contractor if penalty clauses are incorrectly reported.

Please note in Appendix B if a discount is offered for shorter payment terms and/or payment twice a month.

Rules

The Board of Education shall have the authority to establish rules covering the performance of drivers and the conduct of students. The failure of any driver assigned to the performance of this agreement to obey and enforce all rules established by the Board with respect to the transportation of students by bus, shall be sufficient reason for the removal of such driver from the performance of this contract upon the request of the Board of Education or their appointed representative.

Observance of Laws

In performance of this agreement, the Contractor shall observe all laws of the State of Illinois and the ordinances of the municipalities applicable thereto. In particular, the Contractor shall comply with the terms of 775 ILCS 5/2-105.

Safety Precautions

1. All traffic regulations must be observed at all times.
2. Each driver shall remain with his bus at all times whether in route or at a school building.
3. Each driver shall use all care to guard the students, prevent undue crowding, and maintain order on the bus without use of force or fear. Any student refusing to obey

the driver will be reported to the school authorities whose decision and action in the matter will be final.

4. All students riding the buses will be carried to their designated stops. No student shall be allowed to get off at a stop other than his/her designated stops. No student shall be allowed to get off at a stop other than his/her designated stop.
5. Annually, the Contractor shall provide buses to the District for safety education purposes. Said buses are to be provided free of charge and shall be made available to each of the schools to implement a bus safety program as designated by the Assistant Superintendent of Business Affairs or his/her appointed representative. Drivers will be provided to assist in the safety programs at a rate of pay as established by the bid documents.

Emergency Request

In the event of an emergency situation at either of the schools covered by this proposal, which necessitates removal of students from said schools, the Contractor shall provide the required transportation within sixty (60) minutes of such request.

In cases of emergency, which necessitates the cancellation of bus service on the part of either party, the Board or the Contractor shall be notified as soon as it is apparent that school will be closed or that buses will not operate. Whenever buses will not operate because of hazardous driving conditions, caused by snow or other Act of God, the Contractor shall make every effort to notify the Superintendent, Principals, the Assistant Superintendent of Business Affairs or his/her designee by 5:30 am, and no later than 6:00 am. If the District notifies the Contractor that schools shall be closed due to snow or if bus service is cancelled for any other reason provided in this paragraph, the District will not be obligated to pay for the cancelled bus routes.

Interruption in Service

In the event that the Contractor is unable to provide the services delineated in this contract, the Board may contract for similar service elsewhere and the Contractor shall be liable for any additional costs which the Board may incur in securing such services.

Force Majeure

The parties to the proposal shall be excused from performance hereunder during the time and to the extent that they are prevented from performing in the customary manner by Act of God, fire, strike, loss of transportation facilities, lock-out, or commandeering of materials, products, plants or facilities by the Government, when satisfactory evidence thereof is presented to the other party, provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the party not performing.

Breach of Contract

1. If the Contractor shall violate, breach or fail to perform any of the terms or conditions herein contained, including the provisions of the statutes, rules and regulations referred to above, the contract shall, at the option of the Board of Education, be void and the said District shall be entitled to damages, including attorney fees, resulting from said breach or failure on the part of the Contractor. The partial or total failure of the Contractor to perform its services as a result of extreme weather conditions, impassible roads or Acts of God shall not be judged a breach of the proposed contract. However, the Contractor shall not be paid for any lack of total performance. If terminated, said termination shall be effective on the date stipulated by the Board, but shall not be less than five (5) days after receipt of written notice by the Contractor.
2. If, in the opinion of the District, minor contract violations and/or non-performance problems occur, the District shall be entitled to damages including, but not limited to attorney fees incurred in enforcing or correcting such breach.
3. If, in the opinion of the District, performance is deemed unsatisfactory, the District shall provide written notice to the Contractor. The Contractor will have a 60-day period to remedy the situation. If the situation is not corrected in the 60-day time period, the District has the right to provide 60-day written notice of service termination.

SUPPLEMENTAL DISTRICT INFORMATION

Northfield Township School District 225 services the Glenview and Northbrook communities. There are two high schools in the District – Glenbrook North (GBN) and Glenbrook South.

Glenbrook North (GBN)

2300 Shermer Road
Northbrook, IL 60062

Enrollment: ~2,057
Bus Riders: ~400
Current # of Routes: 11
Current # of Charters: ~250
Starting Time of School: 7:50 AM
Ending Time of School: 2:55 PM

Glenbrook South (GBS)

4000 W. Lake Ave
Glenview, IL 60026

Enrollment: ~3,002
Bus Riders: ~700
Current # of Routes: 15
Current # of Charters: ~250
Starting Time of School: 8:00 AM
Ending Time of School: 3:15 PM

Attached please find a map of the District's boundaries and current bus routes for GBN and GBS.

Student Transportation Bid Sheet

Company Name: _____

Contact Name: _____

Contact Phone Number: _____

Contact Email: _____

I. **Regular Transportation**
A. **FY 16/17 – Morning Routes**

\$ _____ cost per bus per morning route

x 26 buses (Note: this is an estimate & may change once actual routes are established), or if it is later determined buses can be shared

x 179 days

\$ _____ Total Annual Cost for Morning Routes

FY 16/17 – Afternoon Routes

\$ _____ cost per bus per afternoon route

x 26 buses (Note: this is an estimate & may change once actual routes are established)

x 179 days

\$ _____ Total Annual Cost for Afternoon Routes

FY 16/17 – Morning and Afternoon Routes

\$ _____ **GRAND TOTAL – ANNUAL COST**
(Annual cost of morning & afternoon routes – from above)

B. % INCREASE for FY 17/18

_____ %

% INCREASE for FY 18/19

_____ %

**C. % INCREASE for USE of 84 PASSENGER BUSES
(Four 84 Passenger Buses are Required)**

_____ %

II. Cost impact, if any, if both schools had an 8:00 AM start time?

STUDENT TRANSPORTATION BID SHEET

Company Name: _____ Contact Name: _____
 Contact Number: _____

Daily Cost
FY 16/17 FY 17/18 FY 18/19

II. INTERCAMPUS SHUTTLE

Provide the daily cost to run an intercampus shuttle bus between GBN, GBS, OCC and DO for 8 hours a day. Routes and times will be determined.

\$ _____ % _____ % Increase _____
 % Increase _____

III. LATE ACTIVITY BUS

Provide the daily cost to run one late activity bus at GBN & four at GBS, daily. Current practice is for the late activity buses to depart each school between 4:45 - 5:45 pm. Buses take students to main intersections nearest their home. Routes generally take 1 hour.

\$ _____ % _____ % Increase _____
 % Increase _____

STUDENT TRANSPORTATION BID SHEET CONT'D

IV. CHARTER BUSES - please attach a tariff schedule documenting your pricing structure for charters. Tariff schedule must have all applicable fees - miles, minimums, maximums, fuel etc.

In addition, for comparison purposes, please price out the following four trips in accordance with your tariff schedule.

A. Cost / Hour \$ _____

B. Minimum # of Hours \$ _____

C. Applicable Mileage Charges \$ _____

D. Cost of a 3 hour athletic event less than 15 miles \$ _____

E. Cost of a 5 hour athletic event less than 15 miles \$ _____

F. Cost of an 8 hour fieldtrip 50 miles \$ _____

Appendix B

STUDENT TRANSPORTATION BID SHEET CONT'D

V. Please note the closest maintenance garage to the District boundaries where buses will be housed.

NORTHFIELD TOWNSHIP HIGH SCHOOL DISTRICT NO. 225

ANTI-COLLUSION AFFIDAVIT of COMPLIANCE

_____ being first duly sworn, deposes and says:

That he is _____
(Partner, Officer, Owner, etc.)

(Contractor)

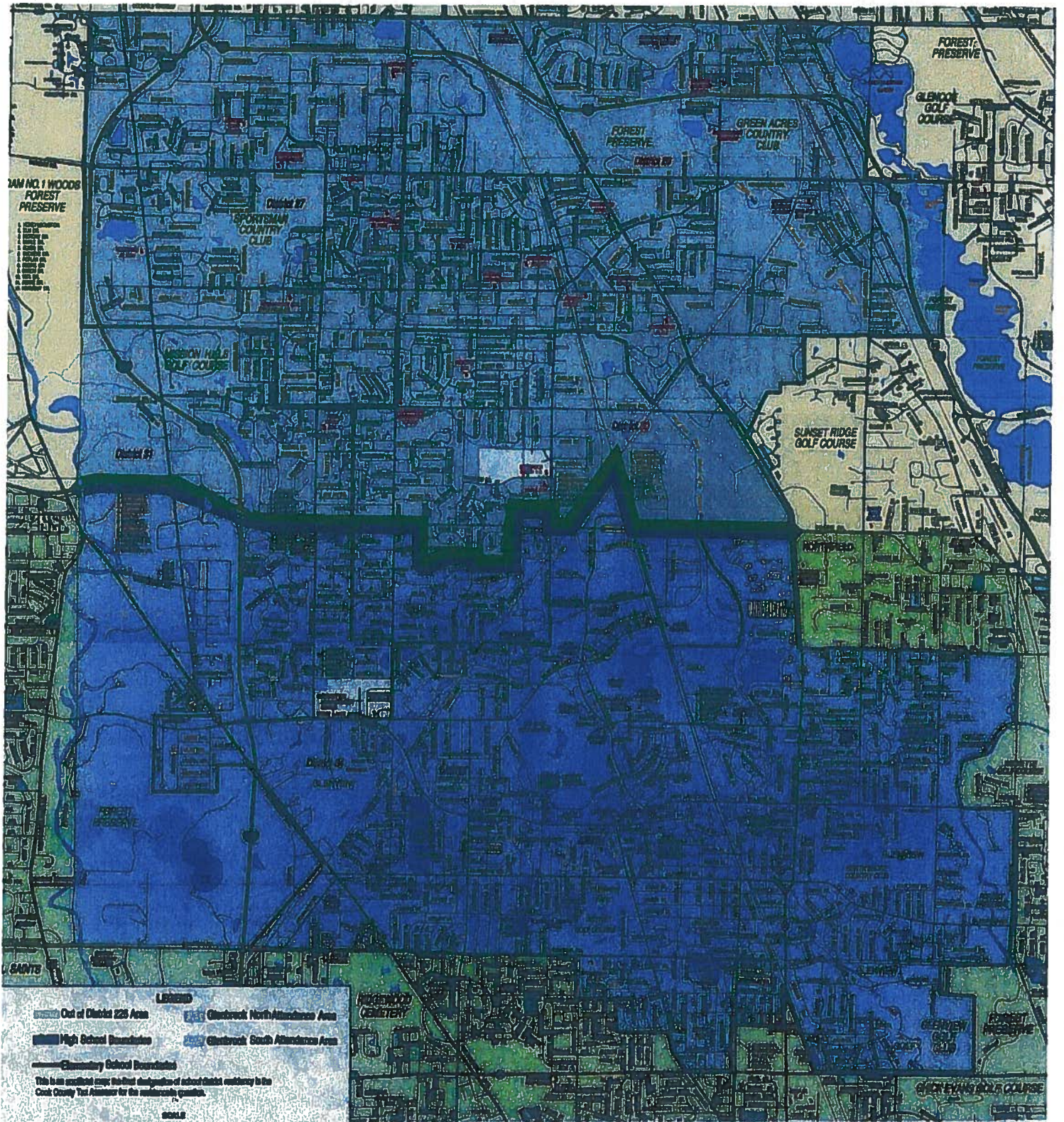
The party making the foregoing proposal or bid states that such bid is genuine and not collusive, or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person to fix the bid price element or said bid, or of that of any other bidder, to secure any advantages against any other bidder or any person interested in the proposed contract.

(Name of Bidder if Bidder is an Individual)
(Name of Partner if Bidder is a Partnership)
(Name of Officer if Bidder is a Corporation)

Subscribed and sworn to this _____ day of _____, 2015.

By Signature of Notary

(SEAL)



SAN NO. 1 WOODS FOREST PRESERVE

LEGEND

- Out of District 225 Area
- Glenbrook North Attendance Area
- High School Boundaries
- Glenbrook South Attendance Area
- Elementary School Boundaries

This is an excellent map to find the location of school district boundaries in the Cook County Tax Assessors for the attendance areas.

SCALE

2015/16 FINAL GLENBROOK SOUTH BUS ROUTES

ROUTE 1S GBS

	AM			AM
1 LAKE & HAWTHORNE LN (BONNIE GLEN)*	7:15			
2 SOMERSET & LAKE	7:16			
3 WAGNER RD & APPLETREE	7:18			
4 WAGNER RD & GOLFVIEW RD	7:19			
5 WAGNER RD & POLO LN	7:21			
6 WAGNER & CENTRAL	7:22			
7 CENTRAL RD & WOODLAND DR	7:23			
8 CENTRAL RD & GLENAYRE DR	7:24			
9 GLENAYRE DR & GLENVIEW RD	7:25			
10 GLENVIEW RD & CHATHAM	7:26			
11 GLENVIEW RD & DRAKE	7:27			
12 GLENVIEW RD & RALEIGH RD	7:28			
13 SEQUOIA & SILVERWILLOW	7:35			
14 SILVERWILLOW & BLACKTHORN	7:36			
15 BLACKTHORN & REDBUD (Talltrees)	7:37			
16 TALL TREE & EAST LAKE	7:38			

ROUTE 2S GBS

	AM			AM
1 LAKE & SANFORD	7:12			
2 SUNSET RIDGE & PENDLETON LN	7:15			
3 SUNSET RIDGE & HOLLYWOOD	7:16			
4 SUNSET RIDGE & PLEASANT DR	7:17			
5 SUNSET RIDGE & WINNETKA RD	7:18			
6 WINNETKA RD & BRANDON RD	7:19			
7 WAGNER RD & LOIS	7:20			
8 WAGNER RD & QUEENS	7:21			
9 WAGNER RD & PLEASANT LN	7:22			
10 WAGNER RD & BURTON TERRACE	7:23			
11 LAKE AVE & MEADOW LN	7:24			
12 LAKE AVE & EVERGREEN	7:25			

ROUTE 3S GBS (A ROUTE)

1 GREENWOOD & MAPLELEAF	7:14
2 SHERMER RD & WILLOW RD	7:16
3 WILLOW & WESTLEIGH DR	7:19
4 WAUKEGAN & WILDBERRY	7:21
5 WAUKEGAN RD & JEFFERSON AVE	7:22
6 CHESTNUT AVE & TANGLEWOOD LN	7:23
7 MONTEREY & MIDWAY LANE	7:28
<u>ROUTE 3S GBS (B ROUTE)</u>	
7 CHESTNUT AVE & ENTERPRISE *	7:17
8 ENTERPRISE & FIELDING (THE GLEN)	7:18
9 THISTLE & INDEPENDENCE (THE GLEN)	7:19
10 BLUESTEM & COTTONWOOD (THE GLEN)	7:20
11 PATRIOT & INDEPENDENCE (THE GLEN)	7:21
12 PATRIOT & CHESTNUT (THE GLEN)	7:22
13 WESTLAKE & GOLDENROD (THE GLEN)	7:25
14 1ST AVE & BUCCANEER (ON BASE)	7:30
15 DAUNTLESS & CORAL	7:31
16 WESTLAKE & MONTEREY (THE GLEN)	7:33

ROUTE 4S GBS

	AM			AM
1 WAUKEGAN & MAIN (Sunset Village)	7:15			
2 WAUKEGAN & PEBBLECREEK	7:17			
3 WAUKEGAN & MAPLEWOOD	7:19			
4 HUTCHINGS & GROVE ST	7:20			
5 GROVE ST & PINE	7:21			
6 Harlem Ave into LEHIGH & RUGEN RD	7:28			
7 SPRUCE DR & ELM ST	7:29			
8 SWAINWOOD DR & PINEHURST DR	7:30			
9 SWAINWOOD DR & ROOSEVELT	7:31			
10 SWAINWOOD DR & CEDARWOOD LN	7:32			
11 FIR & SHERMER	7:33			

ROUTE 5S GBS

	AM			AM
1 GLENVIEW & ELM STREET	7:10			
2 WAUKEGAN & LINNEMAN	7:15			
3 CENTRAL PKWY & SPRING RD	7:16			
4 COUNTRY LN & LONG VALLEY	7:17			
5 COUNTRY LN & LOCUST LN	7:18			
6 LOCUST LN & CRABTREE LN	7:19			
7 E. on OVERLOOK & CLYDE	7:20			
8 BRIAR & CLYDE	7:21			
9 CLYDE & PARK LANE	7:22			
10 COLFAX & NORDICA	7:25			
11 HARLEM AVE & CULVER LN	7:26			
12 HARLEM AVE & CENTRAL RD	7:27			
13 CENTRAL BTW ELM & SPRUCE	7:29			

ROUTE 6S GBS

1 HARLEM & MCARTHUR	7:15
2 MCARTHUR & LINCOLN	7:16
3 LINCOLN & COLFAX	7:17
4 HARRISON & ELM	7:18
5 MONTGOMERY LANE & COLFAX	7:19
6 COLFAX & SHERMER	7:20
7 GREENFIELD DR & FERNWOOD LN	7:21
8 HARRISON & SHERMER	7:23
9 SHERMER RD & COVERT RD	7:25
10 CENTRAL RD & HUBER LN	7:26

2015/16 FINAL GLENBROOK SOUTH BUS ROUTES

ROUTE 7S GBS

	AM
1 MILWAUKEE AVE & DEARLOVE	7:15
2 MILWAUKEE AVE & MICHAEL TODD	7:16
3 CENTRAL & GREENDALE RD*	7:18
4 LINNEMAN ST & SPRUCE ST	7:24
5 HARLEM AVE & HENLEY ST	7:26
6 GLENVIEW RD & SHERMER RD	7:30
7 SHERMER RD & FIR	7:31

*Bus is Eastbound on Central - student must cross street at Greendale

ROUTE 8S GBS

	AM
1 GREENWOOD & BELLWOOD	7:15
2 CRESTWOOD & GREENDALE RD*	7:17
3 KNOLLWOOD & HUBER LN	7:18
4 KNOLLWOOD & PRAIRIE LAWN	7:19
5 KNOLLWOOD & MEADOWLARK LN	7:20
6 TERRACE & GLENVIEW RD	7:22
7 LINNEMAN & PRAIRIE LAWN	7:24
8 LINNEMAN & HUBER	7:25
9 GREENWOOD RD & LINNEMAN ST	7:26
10 HILLSIDE RD & CENTRAL RD	7:29
11 MILWAUKEE & LINNEMAN**	7:30
12 HENLEY ST & REVERE RD	7:32

*Students wait on east side of Greendale & cross when the bus stops with the stop arm in position

** Bus will be northbound on Milwaukee off of Central

ROUTE 9S GBS

	AM
1 GLENVIEW RD & ELMDALE RD	7:05
2 GLENVIEW RD & HIGHLAND LN	7:06
3 GLENVIEW & NEIL	7:07
4 BETTE LN & DENISE CT	7:08
5 LINDENWOOD LN & RUGEN RD	7:09
6 PFINGSTEN RD & SPRINGDALE AVE	7:10
7 PFINGSTEN RD & KNOLLWOOD LN	7:11
8 MILWAUKEE & CASTILLIAN CT APTS	7:13
9 GREGORY & MERLE LN	7:20
10 MAGNOLIA & LARCH	7:24
11 LILAC & MAPLE	7:26
12 MILWAUKEE & JENNA - PM ONLY	N/A

ROUTE 10SA GBS

	AM
1 CENTRAL ROAD & DEE ROAD	7:14
2 DEARLOVE & WILLIAMSBURG APTS	7:17
3 DEARLOVE & REGENCY APTS	7:18
4 DEARLOVE & ESSEX COURT	7:19
5 DEARLOVE & COVE LN APTS	7:20

ROUTE 11SA GBS

	AM
1 TRIUMVERA / Make Left	7:13
2 CENTRAL ROAD & DEE ROAD	7:17
3 DEARLOVE & WILLIAMSBURG APTS	7:18
4 DEARLOVE & REGENCY APTS	7:19
5 DEARLOVE & ESSEX COURT	7:20
6 DEARLOVE & COVE LN APTS	7:21

ROUTE 12SA GBS

	AM
1 SALEM WALK APTS*	7:20
2 SANDERS & CONCORD	7:24
3 SANDERS & BISHOPS GATE	7:25
4 WILLOW RD & PORTER	7:30

*Immediate Rt on Service Rd/Community Center

ROUTE 10SB GBS

	AM
1 DEARLOVE & WILLIAMSBURG APTS	7:17
2 DEARLOVE & REGENCY APTS	7:18
3 DEARLOVE & ESSEX COURT	7:19
4 DEARLOVE & COVE LN APTS	7:20

ROUTE 11SB GBS

	AM
1 DEARLOVE & WILLIAMSBURG APTS	7:18
2 DEARLOVE & REGENCY APTS	7:19
3 DEARLOVE & ESSEX COURT	7:20
4 DEARLOVE & COVE LN APTS	7:21

ROUTE 12SB GBS

	AM
1 SALEM WALK APTS*	7:20

2 Late Activity Buses (Westbound) at 4:45 PM*

1 Late Activity Bus (Eastbound) at 4:45 PM*

1 Late Activity Bus (All Glenview) at 5:45 PM*

DAILY - NO EXTRA CHARGE

***Subject to Change**

2015/16 GLENBROOK NORTH BUS ROUTES

ROUTE 1N GBN

	AM
1 MIDWAY RD & GREG RD	6:55
2 WHITEFIELD & MARSHALL	6:56
3 SUNSET RIDGE & FORESTWAY DR	6:59
4 SUNSET RIDGE & HAPP	7:00
5 VOLTZ RD & BRAESIDE LANE	7:02
6 EDGEWOOD & WILDWOOD LANE	7:03
7 VOLTZ RD & FALLING LEAF	7:08
8 SUZANNE TERR & WINDY HILL	7:09

MOST PM ROUTES RUN IN REVERSE

ROUTE 2N GBN

	AM
1 FOUNDERS & KENSINGTON *	6:45
2 FOUNDERS & TECHNY	6:46
3 LEE RD & WILLIAMSBURG	7:00
4 WILLIAMSBURG & COACHMAKER	7:01
5 OLD POST & ANTIQUE	7:02
6 ANTIQUE & COACHMAKER	7:03
7 COTTONWOOD RD & BEECHNUT RD	7:09
8 COTTONWOOD RD & OAKWOOD RD	7:10
9 OAKWOOD & WALNUT CIRCLE	7:11
10 BIRCHWOOD & BEECHNUT	7:12
11 CHESTNUT & WAUKEGAN	7:13
12 WAUKEGAN RD & SHERMER RD	7:15

* Founders & Kamp in PM

MOST PM ROUTES RUN IN REVERSE

ROUTE 3N GBN

	AM
1 DUNDEE RD & WINCHESTER LN	7:00
2 DUNDEE RD & FAIR LANE	7:03
3 DUNDEE RD & MEADOW	7:05
4 DUNDEE RD & LAUREL RD	7:06
5 KIEST & MEADOW	7:07
6 KEYSTONE AVE/KIEST AVE/ANGLE	7:08
7 DUNDEE RD & OAK LEAF TERRACE	7:12
8 DUNDEE & BITTERSWEET	7:13
9 LEE RD & SHERMER RD	7:14
10 LEE RD & RIDGE	7:15
11 HILLSIDE & RIDGE	7:16
12 WALTERS AVE & HILLSIDE DRIVE	7:18
13 CHURCH & WALTERS AVE	7:19
14 WESTERN & ILLINOIS	7:23

MOST PM ROUTES RUN IN REVERSE

ROUTE 4N GBN

	AM
1 BRENTWOOD & SHERMER	6:50
2 WESTERN AVE & PEACHTREE LN	7:00
3 ASH LN & CEDAR LN (Rt circles st)	7:01
4 CEDAR & ASH LN (Rt circles st)	7:02
5 CEDAR LN & CRABTREE LN	7:03
6 CHERRY LN & WALNUT LN	7:04
7 GREENBRIAR LN & CATHERINE ST *	7:05
8 WESTERN AVE & CHERRY LN	7:07
9 WESTERN AVE & CENTER AVE	7:08
10 WESTERN AVE & WALTERS AVE	7:09
11 OAK & MAPLE	7:10
12 SUNNYSIDE & BIRCH	7:12
13 FIELDWOOD & ASBURY	7:13

* Drops at Cherry & Greenbriar in PM

due to Greenbriar school traffic

MOST PM ROUTES RUN IN REVERSE

ROUTE 5N GBN

	AM
1 W. on DUNDEE RD & COTSWOLDS	6:55
2 W. on DUNDEE RD & GREENWOOD	6:57
3 PFINGSTEN RD & DUNSTEN CIRCLE	6:59
4 ALICE DR & MELVIN	7:00
5 ALICE DR & HAZELWOOD DR	7:01
6 MARIA & ANTHONY TRAIL	7:03
7 CRABTREE LN & CRIMSON CT	7:07
8 APPLETREE LN & HUCKLEBERRY LN	7:08
9 PFINGSTEN RD & SHANNON RD	7:09
10 CHERRY LN & CANDLEWOOD HILL RD	7:11

1 Late Activity Bus at 5:00 PM*

No Extra Charge

*Subject to Change

MOST PM ROUTES RUN IN REVERSE

ROUTE 6N GBN - 2 Routes in PM below

	AM
1 SANDERS RD & CARDINAL CT	6:40
2 PHYLLIS LN & CONSTANCE LN	6:41
3 PAMELLA & CONSTANCE	6:42
4 101 POINTE DRIVE	6:45
5 WELLESLEY CIRCLE & EXETER LN	6:50
6 PHYLLIS DR & FAIRVIEW LN	6:54
7 LINDENWOOD LN & OAK KNOLL TERR	6:55
8 Cross Sanders LINDENWOOD & APPLEWOOD	6:57
9 APPLEWOOD LN (Circle Street)	6:58
10 SANDERS RD & FORESTVIEW DR	7:01
11 SUNSET LANE & COMMERCIAL	7:02
12 Stop Sign at VERSAILLE & SUNSET	7:04
13 BERNAY & LABURNUM	7:05
14 LABURNUM & SORREL	7:06
15 LABURNUM & DAUPHINE AVE	7:07
16 DAUPHINE & ANJOU	7:08
17 DAUPHINE & CHARLEMANGE DR	7:09
18 PICARDY & MICHELLINE	7:10
19 PICARDY & SANDERS	7:11
20 BORDEAUX & SANDERS	7:12
21 DUNDEE & DOWNING	7:13

2015/16 GLENBROOK NORTH BUS ROUTES

ROUTE 7N GBN

	AM
1 DUNDEE RD & SANDERS*	6:50
2 BORDEAUX DR & MICHELINE LN	6:51
3 BRITTANY & BORDEAUX (at stop sign)	6:52
4 CHARLEMANGE DR & BRITTANY	6:53
5 Palm Canyon Dr & Indian Wells	6:54
6 BERMUDA DUNES & TORREY PINES	6:55
7 TORREY PINES PKWY & SPY GLASS	6:56
8 TORREY PINES PKWY & RIVERA CT	6:58
9 SUTTON & DORSET DRIVE	7:00
10 SUTTON & RUTGERS RD	7:01
11 RUTGERS & SANDERS	7:03
12 YORKSHIRE LANE & PONY LANE	7:05
13 YORKSHIRE LN & BRISTOL CT	7:06
14 SANDERS & GREENACRE	7:07

*Stop is on the NE corner. Driver turns right onto Sanders from Dundee

MOST PM ROUTES RUN IN REVERSE

ROUTE 8N GBN

	AM
1 SANDERS RD & MISSION HILLS	6:55
2 OAK AVE & CUMBERLAND AVE	6:57
3 W. on WALTERS AVE & REGENT	6:59
4 WESSLING DR & CHARLES DR	7:00
5 SOUTHWIND & RUSSETT LN	7:01
6 SOUTHWIND & CHARLES	7:02
7 WALTERS AVE & SUNBURST LN	7:03
8 WALTERS & SANDERS (cross - stop)	7:04
9 LORI-LYN LN & RIDGELAND	7:05
10 WALTERS & JULI-LYN LANE	7:06
11 SANDERS RD & TERRI-LYN LANE	7:08
12 TECHNY RD & POST ROAD	7:12
13 PENSIVE & WHIRLAWAY	7:13
14 POST & WHIRLAWAY	7:14
15 TECHNY RD & SLEEPY HOLLOW	7:15

1 Late Activity Bus at 5:00 PM*

No Extra Charge

*Subject to Change

MOST PM ROUTES RUN IN REVERSE

ROUTE 9N GBN

	AM
1 Keystone to Weller/Christina	6:48
2 KEYSTONE & LANDWEHR RD	6:49
3 IVY LN & HEMLOCK	6:50
4 IVY LN & PALM	6:51
5 LONGVALLEY DR & LONGVALLEY	6:53
6 MEADOW & PRAIRIE	6:54
7 HIGHLAND AVE & MEADOW ST	6:55
8 CENTRAL AVE & GARDEN ST	6:56
9 CENTRAL AVE & TECHNY	6:57
10 TECHNY RD & DEERCREST	6:58
11 TECHNY RD & PHILLIPS	7:00
12 LANDWEHR RD & OLD MILL RD	7:02
13 OLD MILL & LAKE KNOLL (Stop Sign)	7:03
14 WHITE OAK & CORNFLOWER	7:04
15 CORNFLOWER & WHIRLAWAY	7:05
16 WHIRLAWAY & STEVEN	7:07
17 HIGHLAND LN & AUDREY LN	7:08
18 HIGHLAND LN & VICKI LN	7:10
19 LANDWEHR RD & DORIANN	7:11
20 LANDWEHR RD & DONOVAN GLEN CT	7:12
21 LANDWEHR RD & WHISPERWOODS	7:13
22 TECHNY RD & CLOVER RD	7:15

MOST PM ROUTES RUN IN REVERSE

ROUTE 10N GBN

	AM
1 BIRCH & FARNSWORTH	6:50
2 PHEASANT CREEK DR & SPRING HILL DR	6:55
3 SUSSEX DR & ANTELOPE SPRINGS	6:56
4 MOON HILL & LANDWEHR RD	6:58
5 MOON HILL & WHITE MOUNTAIN DR	6:59
6 LANDWEHR RD & CHERRY LN	7:00
7 LANDWEHR RD & WALTERS AVE	7:01
8 WALTERS & KINGSPORT	7:03
9 WHITE MOUNTAIN DR/PLUM ISLAND DR	7:05
10 CHERRY LN & DONEGAL LN	7:07
11 PFINGSTEN RD & KOEPKE RD	7:09
12 PFINGSTEN RD & FERN AVE	7:11
13 ASPEN RD & BARBERRY RD	7:13
14 PFINGSTEN & FLORAL	7:15
15 PFINGSTEN & MANOR	7:16

ROUTE 6NA PM ONLY

1 DAUPHINE & CHARLEMANGE DR
2 DAUPHINE & ANJOU
3 LABURNUM & DAUPHINE AVE
4 LABURNUM & SORREL
5 BERNAY & LABURNUM
6 Stop Sign at VERSAILLE & SUNSET
7 SUNSET LANE & COMMERCIAL
8 PICARDY & SANDERS
9 BORDEAUX & SANDERS
10 DUNDEE & DOWNING

ROUTE 6NB PM ONLY

1 PICARDY & SANDERS
2 SANDERS RD & CARDINAL CT
3 PHYLLIS LN & CONSTANCE LN
4 PAMELLA & CONSTANCE
5 101 POINTE DRIVE
6 WELLESLEY CIRCLE & EXETER LN
7 PHYLLIS DR & FAIRVIEW LN
8 LINDENWOOD LN & OAK KNOLL TERR
9 Cross Sanders LINDENWOOD & APPLEWOOD
10 APPLEWOOD LN (Circle Street)
11 SANDERS RD & FORESTVIEW DR
12 PICARDY & MICHELLE

Feb.24.2015