



KING PHILIP REGIONAL SCHOOL DISTRICT

18 KING STREET, NORFOLK, MA 02056

PHONE: (508) 520-7991 FAX: (508) 520-2044



DATE: MARCH 27, 2018

TO: DR. LIZ ZIELINSKI, SUPERINTENDENT OF SCHOOLS
KING PHILIP REGIONAL SCHOOL COMMITTEE

FROM: LARRY AZER, DIRECTOR OF FINANCE & OPERATIONS

RE: BUS TRANSPORTATION CONTRACT

Specifications for providing regular education student transportation for the next three years (FY 2019-2021) were developed and sent to six vendors: Holmes Bus Company, New England Transit, Healey Bus Company, Durham School Services, Student Transportation of America, and First Student.

The bid documents were collaboratively developed by King Philip along with the three elementary districts and while we were unable to formally issue one collective bid together, many elements of our respective bids were updated to achieve a closer alignment to allow for such a possibility in the future.

A pre-bid conference was held on Tuesday, February 13th and was attended by two vendors. One bid was received and opened at 11:00 AM on Friday, March 2nd, from our current vendor, Holmes Bus Company of Norfolk, MA, with the following results:

<u>Year</u>	<u>Bid amount</u>	<u>% Increase</u>
FY 2019	\$217/bus/day = \$937,440	4.33%
FY 2020	\$223/bus/day = \$963,360	2.76%
FY 2021	\$230/bus/day = \$993,600	3.14%

I recommend that the district award a three-year contract to Holmes Bus Company to provide regular education student transportation in accordance with our bid specifications, in the amount of \$217 per bus per day for FY 2019, \$223 per bus per day for FY 2020, and \$230 per bus per day for FY 2021.

Please let me know if you have any questions. Thank you for your consideration of this matter.

School Bus Transportation Services

Form #1- Statement of Understanding

To: King Philip Regional School District, Norfolk, Massachusetts 02056

The undersigned represents that this proposal is made in good faith, without fraud, collusion or connection of any kind with any other bidder for the same work; that he has informed himself fully in regard to the "Invitation for Bid", and the bus routes of the King Philip Regional School District, 18 King Street, Norfolk, MA, 02056, and has made his own examination and estimates and from them makes this proposal.

The undersigned understands that the King Philip Regional School District Committee reserves the right to waive any formalities in, to reject any and all bids or any part thereof, and/or accept any bid or part thereof, or to select a bidder whose bid is not the lowest, which it considers to be for the best interests of the King Philip Regional School District.

With the above understanding, the undersigned proposes to furnish to the King Philip Regional School District pupil transportation services and to comply in all aspects with said specifications for the sum or sums stated.

B. R. Holmes

Signature

2-21-18

Date

Brian R Holmes

Name (please print)

President

Title

W.T. Holmes Trans. Co, Inc.

Company Name

22 Myrtle St. Norfolk, Ma. 02056

Business Address

Norfolk Ma. 02056

Town

State

Zip

508-528-4550 508-528-4728

Telephone Number

Fax Number

All bidders are required to submit this form with their bid

School Bus Transportation Services

Form #2- Evidence of Qualifications

The undersigned agrees to execute a contract to furnish transportation for the pupils of the King Philip Regional School District with a starting date no later than July 1, 2018 after notification of the acceptance of this proposal.

The undersigned offers the following information as evidence of his qualifications to perform the work as bid upon according to the requirements of the specifications.

1. How long have you been in business of school bus transportation? Since 1932

2. With whom do you presently hold contracts for school bus transportation?
(Include contact telephone numbers and addresses) (Attach sheets if necessary)

See attached brochure

3. With whom have you had contracts for school bus transportation over the last 5 years?
(Include contact telephone numbers and addresses) (Attach sheets if necessary)

4. Do you own your own buses? Yes

5. If yes, how many? 170

6. If no, who does own them? _____

7. Where will your buses be housed? Norfolk, Wrentham, Plainville

B. R. Holmes
Signature

2-21-18
Date

Brian R. Holmes
Name (please print)

President
Title

W.J. Holmes Trans. Co. Inc.
Company Name

All bidders are required to submit this form with their bid

School Bus Transportation Services

Form #3: Description of Equipment to be used to Provide Transportation Services

Bus #	Manufacturer	Year of Manufacture	Mileage on Date Submitted
1	FHL	2015	30 K.
2			
3	all similar		
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			

Attach additional sheets if necessary

All bidders are required to submit this form with their bid.

School Bus Transportation Services

Form #4- Bid Pricing Sheet

(For a description of how the cost of the proposals will be compared, see Section 4- Rule for Award.)

The proposed contract amounts for three years (3), July 1, 2018 to June 30, 2021, for school bus transportation of the King Philip Regional School District are as follows:

1. Daily Regular Route Buses- Annual Cost:

(A1) Daily Cost/Bus FY 2019 \$217.00 x 180 days x 24 buses = \$937,440.00 Total Cost FY 2019

(A2) Performance Bond for 100% of FY 2019 total cost = \$20,000.00

(B1) Daily Cost/Bus FY 2020 \$223.00 x 180 days x 24 Buses = \$963,360.00 Total Cost FY 2020

(B2) Performance Bond for 100% of FY 2020 total cost = \$20,000.00

(C1) Daily Cost/Bus FY 2021 \$230.00 x 180 days x 24 Buses = \$993,600.00 Total Cost FY 2021

(C2) Performance Bond for 100% of FY 2021 total cost = \$20,000.00

Grand Total 3 Years' Cost (A1+A2+B1+B2+C1+C2) = \$2,954,400.00

* Note: In any given year during the contract term, the number of buses required by the District may increase or decrease. Any increase/decrease will be at that year's per bus rate as listed above.

2. Late Runs & Extra-Curricular Runs- Fixed Cost for Contract Period:

(A) The proposed rate for field trips, athletic contests, and school sponsored trips will be \$4.00 per mile, plus \$75.00 per hour for drivers waiting time.

(Estimated Need- 12,000 miles and 1,100 hours annually**)

(B) The proposed rate for late run buses referred to in Item 30 will be \$4.50 per mile.

(Estimated Need- 14,000 miles annually**)

** Note: In any given year during the contract term, the number of miles and number of hours waiting time may increase or decrease. Any increase/decrease will be at the unit prices specified on this bid form.

School Bus Transportation Services

3. Base Price of Fuel:

This bid is based on a gasoline price of \$_____ per gallon and a diesel price of \$ 2.58 per gallon and will be hereinafter referred to as the "Base Price of Fuel".

The Contractor agrees to maintain accurate and complete records relative to the use of fuel by each of its King Philip Regional Pupil Transportation Vehicles. These records and all information requested by the district shall be made available prior to the awarding of any fuel adjustment.

Acknowledgement of Receipt of Addenda:

Addendum # 1 dated 2-26-18 Initials: BRH

Addendum # _____ dated _____ Initials: _____

Addendum # _____ dated _____ Initials: _____

B. R. Holmes
Signature

2-21-18
Date

Brian R Holmes
Name (please print)

President
Title

W.T. Holmes Trans. Co., Inc.
Company Name

School Bus Transportation Services

Certification Form #3- Corporation Signatures

If bid is by a corporation, please fill in the information below.

Contractor W.T. Holmes Trans. Co, Inc.

Address 22 Myrtle St.
Norfolk, Ma. 02056

Treasury Reporting Number 042424411

Telephone Number 508-528-4550

President
Brian Holmes

Vice-President
Tim Holmes



Brian R Holmes
Treasurer

Tim Holmes
Clerk

Home Address

Home Address

Social Security Number

Social Security Number

Home Telephone Number

Home Telephone Number

School Bus Transportation Services

Certification Form #4- Corporation Certification of Vote

If the bid is by a corporation, please fill in the information below.

I, Tim Holmes, Clerk of W.T. Holmes Trans.
hereby certify that, at a meeting of the Board of Directors of said Corporation duly held on
2-21, 2018, at which time was duly passed and is now in full force and effect:
(date)

"Voted: That Brian R. Holmes
(Name of Officer authorized to sign for Corporation)
be and he hereby is authorized, directed and empowered for, in the name of and on behalf of the Corporation, to sign, seal with the corporate seal, execute, acknowledge and deliver all Contracts, Bond or obligation of this Corporation: the execution of any such Contract, Bond or obligation by such Brian R. Holmes to be valid and binding upon this Corporation for all
(Name of Officer)
proposed, and that a certificate of the Clerk of this Corporation setting forth this vote shall remain in full force and effect unless and until the same has been altered, amended or revoked by a subsequent vote of such directors and a certificate of such later vote attested by the Clerk of this Corporation is delivered to the Town of Wrentham."

I further certify that Brian R. Holmes
(Name of Officer)
is the duly elected President of said Corporation.

Signed: Tim D. [Signature]
(Title)
(Clerk/Secretary)

Place of Business: W.T. Holmes Trans.

Date of Contract: 3-2-18

AFFIX CORPORATE SEAL

Countersignature: B. R. H. President
(Name and Title of Officer)

In the event that the Clerk or Secretary is the same person as the Officer authorized to sign that Contract or other instrument of the Corporation, this Certificate must be countersigned by another Officer of the Corporation.

School Bus Transportation Services

Certification Form #5: Non-Collusion Affidavit

Non-collusion Affidavit of Prime Bidder

State of Ma.

County of Norfolk

- (1) He/she is the (owner, partner, officer, representative, or agent) of W.T. Holmes Trans. Co. Inc. that has submitted the attached bid.
- (2) He/she is fully informed respecting the preparation and contents of the attached bid and of all circumstances respecting such bid.
- (3) Such bid is genuine and is not a collusive or sham bid.
- (4) Neither the said bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with other bidder, firm, or person to submit a collusive or sham bid in connection with the contract for which the bid has been submitted; or to refrain from bidding in connection with such contract; or has in any manner, indirectly sought by agreement, or collusion, or communication, or conference with any other bidder, firm, or person to fix the price or prices in the attached bid or of any bidder, or to fix any overhead, profit or cost elements to bid price or the bid price of any other bidder, or to secure through any collusion, conspiracy, connivance, or agreement any advantage against the King Philip Regional School District or any person interested in the proposed contract.
- (5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the bidder or any of its agents, representatives, employees, or parties in interest, including this affiant.

B. R. Hill
(Signature)

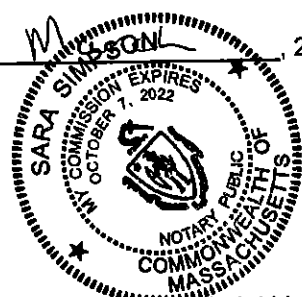
President
Title

W.T. Holmes Trans. Co. Inc. 22 Myrtle St. Norfolk, Ma.
(Company Name and Address)

Subscribed and sworn to before me this 15th day of March, 2018.

[Signature]
Notary Public

My Commission expires: 10/7/2022



All bidders are required to submit this form with their bid.

School Bus Transportation Services

Certification Form #6: Tax Return Certification Information

Pursuant to M.G.L. c. 62C, 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

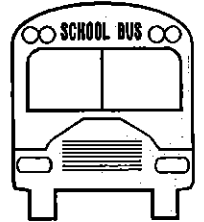
B. R. Itz
Signature

By: Corporate Officer
(Mandatory, if applicable)

W. J. Holmes Tractor
Company Name

All bidders are required to submit this form with their bid.

W. T. HOLMES TRANSPORTATION CO. INC.



Safely transporting our school children since 1932

22 Myrtle Street
Norfolk, MA 02056
508/528-4550

THE TRANSPORTATION TEAM

RICHARD T. HOLMES

*Second generation in school bus management, with experience since childhood.
Member, United Chamber of Commerce

BRIAN R. HOLMES, President

*Third generation in school bus management.
B.S. in Business Administration from Southeastern Massachusetts University.

TIMOTHY D. HOLMES, Vice President

*Third generation in school bus management.
B.A. in Elementary/Special Education from Providence College.

ROBERT J. HOLMES

*B.S. in Management and Accounting from Northeastern University.

MICHELLE HOLMES, OFFICE MANAGER

*Over 20 years of experience day to day operations.

DIANE HOLMES, OFFICE MANAGER

* Over 20 years of experience running day to day operations.

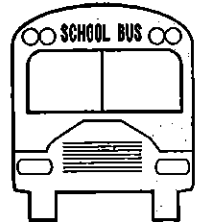
RICHARD LAVALLEE, HEAD MECHANIC

*Over 25 years of repair and maintenance service with the company.

DAVID HOBBS, MECHANIC

*Over 10 years of repair and maintenance experience.

W. T. HOLMES TRANSPORTATION CO. INC.



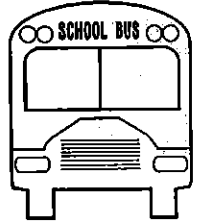
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CURRENT CONTRACTS

Norfolk Elementary Schools	15 buses	Since 1932
King Philip Regional Schools (Norfolk, Plainville, Wrentham)	22 buses	Since 1961
Plainville Elementary Schools	11 buses	Since 1961
Franklin Public Schools	30 buses	Since 1964
Medway Public Schools	12 buses	Since 1985
Wrentham Public Schools	16 buses	Since 1976
Tri-County Regional School	15 buses	Since 1977
North Attleboro Public Schools	20 buses	Since 1991
Norfolk County Agricultural High School	6 buses	Since 1993
Holliston Public Schools	15 buses	Since 1998

W. T. HOLMES TRANSPORTATION CO. INC.



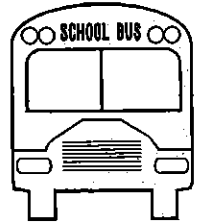
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Reference List

Town of Holliston	Keith Buday	429-0654
Town of Medway		533-3224
Town of Norfolk		528-1225
Town of Plainville	David Roche	699-1300
King Philip Regional		384-1000
Norfolk Aggie	Richard Fitzgerald	668-0268
Town of North Attleboro	David Flynn	643-2100

W. T. HOLMES TRANSPORTATION CO. INC.



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March 1, 2018

Safety Program

All drivers receive 8 hours safety training per year. This training includes safety video's, C.P.R., bus evacuation and group discussion.

Drivers will be available for meetings with school officials at the schools request twice a year.

Bus evacuation will be done twice a year, usually fall and spring.

Holmes Transportation currently employs five certified safety instructors.

Vehicle Maintenance Program

All school buses are serviced between 3000 to 5000 miles. At this time, they are brought to our service center for overall maintenance which includes grease, oil, tire, brake and exhaust systems review.

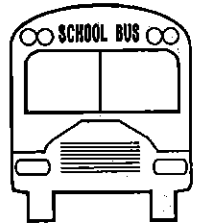
Transportation Solutions

Holmes Transportation has been in the school bus business since 1932. The company started with 1 bus and has since grown to over 160 buses. We are a "hands on" family business. Everyone is involved whether working on bus maintenance, bus routes, billing or the general daily tasks involved in running a business.

Chapter 385 compliance

Holmes Transportation requires all driver to have a CORI done. All drivers must have a CORI done every year in order to receive their school bus license. We also perform an interview with all drivers before we hire them.

W. T. HOLMES TRANSPORTATION CO. INC.



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Norfolk, MA 02056
508/528-4550

March 1, 2018

Drug and Alcohol Policy

All drivers employed by W.T. Holmes Transportation Co Inc are currently enrolled in a Drug and Alcohol testing program. All new hires of Holmes Bus are given a Drug test before they are hired. Once they are driving for Holmes all drivers are in a random drug and alcohol testing program.

It is our policy to have a positive test suspended until they enroll in a Substance abuse class. Once they have done that and passed another test they are able to drive.