

**SPECIAL EDUCATION STUDENT TRANSPORTATION  
FISCAL YEARS ENDING JUNE 30, 2023; JUNE 30, 2024; JUNE 30, 2025-THROUGH LAST DAY OF SUMMER SCHOOL  
PLAINFIELD COMMUNITY CONSOLIDATED SCHOOL DISTRICT 202**

NAME OF BIDDER	BID BOND	CERT CHECK #	PART A TOTAL	PART B Per Mile	PART B TOTAL	PART C Per Hour/Per Mile	PART C TOTAL	PART D Per Hour	PART D TOTAL	GRAND TOTAL
* First Student 600 Vine Street, Suite 1400 Cincinnati, OH 45202	x									
2022-2023			\$ 5,689,569.60	\$ 2.72	\$ 1,196,800.00	\$55.00/\$2.82	\$ 162,170.00	\$ 27.78	\$ 977,856.00	\$ 8,026,395.60
2023-2024			\$ 5,860,314.24	\$ 2.80	\$ 1,232,000.00	\$56.65/\$2.90	\$ 166,950.00	\$ 28.61	\$ 1,007,072.00	\$ 8,266,336.24
2024-2025			\$ 6,036,169.92	\$ 2.88	\$ 1,267,200.00	\$58.35/\$2.99	\$ 172,015.00	\$ 29.47	\$ 1,037,344.00	\$ 8,512,728.92
Grand Prairie Transit 18962 Airport Road Lockport, IL 60446						No Bid				
2022-2023										
2023-2024										
2024-2025										
National Express/Septran 2601 Navistar Drive Lisle, IL 6-532	x									
2022-2023			\$ 6,245,826.40	\$ 3.11	\$ 1,368,400.00	\$50.67/-	\$ 101,340.00	\$ 26.73	\$ 940,896.00	\$ 8,656,462.40
2023-2024			\$ 6,433,271.68	\$ 3.20	\$ 1,408,000.00	\$52.19/-	\$ 104,380.00	\$ 27.53	\$ 969,056.00	\$ 8,914,707.68
2024-2025			\$ 6,626,308.48	\$ 3.30	\$ 1,452,000.00	\$53.76/-	\$ 107,520.00	\$ 28.36	\$ 998,272.00	\$ 9,184,100.48
Sunrise Southwest LLC 4243 Midlothian Turnpike Crestwood, IL 60445	x									
2022-2023			\$ 6,779,520.00	\$ 3.40	\$ 1,496,000.00	\$50.00/\$3.40	\$ 162,900.00	\$ 29.00	\$ 1,020,814.00	\$ 9,459,234.00
2023-2024			\$ 7,050,701.00	\$ 3.54	\$ 1,555,840.00	\$52.00/\$3.54	\$ 169,416.00	\$ 30.16	\$ 1,061,647.00	\$ 9,837,603.00
2024-2025			\$ 7,332,729.00	\$ 3.68	\$ 1,618,074.00	\$54.08/\$3.68	\$ 176,193.00	\$ 31.37	\$ 1,104,113.00	\$ 10,231,108.00
SCR Medical Transportation 2 Willow Street, Suite 103 Southborough, MA 01745	x									
2022-2023			\$ 7,458,559.15	\$ 3.75	\$ 1,649,864.82	\$55.62/\$1.50	\$ 138,981.12	\$ 26.93	\$ 948,037.31	\$ 10,195,442.40
2023-2024			\$ 7,756,901.51	\$ 3.90	\$ 1,715,859.41	\$57.84/\$1.56	\$ 144,540.37	\$ 28.01	\$ 985,958.81	\$ 10,603,260.09
2024-2025			\$ 8,067,177.57	\$ 4.06	\$ 1,784,493.79	\$60.15/\$1.62	\$ 150,321.98	\$ 29.13	\$ 1,025,397.16	\$ 11,027,390.50

\* Denotes recommendation to the Board of Education for approval

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**REQUEST FOR BID**  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION**  
**Table of Contents**

	<b># of page(s)</b>
Instructions	1
General Conditions	14
Qualifications for Bidders	2
Bid Specifications	9
Personnel Requirements	6
Safety and Discipline	3
Service Requirements and Conditions	5
Routes and Schedules	3
Field/Shuttle Trips	1
Penalties	1
Award of Contract	4
Exhibits	
<b>A</b> - District Map	1
<b>B</b> - 2022-2023 School Calendar	1
<b>C</b> - School Hours	1
<b>D</b> - Outside Facilities	1
<b>E</b> - Bus Usage	3
<b>F</b> - Field Trip	8
<b>G</b> - 2022-2023 Bid Calculation	2
<b>H</b> - 2023-2024 Bid Calculation	2
<b>I</b> - 2024-2025 Bid Calculation	2
<b>J</b> - Addenda Receipt	1
<b>K</b> - Insurance / References	1
<b>L</b> - Certificate of Eligibility to Bid	1
<b>M</b> - Certifications of Compliance with Illinois Drug-Free Workplace Act	1
<b>N</b> - Certificate Regarding Sexual Harassment Policy	1
<b>O</b> - Equal Employment	1
<b>P</b> - Deviations Form	1
<b>Q</b> - Form Contract	4
<b>R</b> - Acknowledgement of Submission	1

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**REQUEST FOR BID**  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION**

**INSTRUCTIONS**

The Board of Education of Plainfield Community Consolidated School District No. 202, Will and Kendall Counties, Illinois (hereinafter referred to as the “Board of Education”, the “Board,” the “School District” or the “District”), will receive bids for transportation services for special education students of the School District. All bids must be submitted to the School District no later than **Friday, February 18, 2022 at 10:00 a.m.** at which time they will be opened and read aloud at the District Operations Facility at 14812 S. Eastern Avenue, Plainfield, IL 60544. Bidders interested in attending the bid opening should arrive prior to **10:00 a.m. on Friday, February 18, 2022** at the District Operations Facility at 14812 S. Eastern Avenue, Plainfield, IL.

Bids are to be submitted to:

Plainfield Community Consolidated School District No. 202  
Attention: Sandy Bressers, Director of Transportation  
14812 S. Eastern Avenue  
Plainfield, Illinois 60544

The Bid is to be enclosed in a sealed opaque envelope clearly marked, **“Original Sealed Bid for Transportation Services for Special Education”**.

The Board of Education reserves the right to reject any or all proposals, if deemed to be in the best interest of the School District. The Contract, if awarded, will be awarded by first considering, in the School District’s sole discretion, the Bidder most able to provide safety and comfort for special needs students, stability of service, any other factors set forth in these Bid Documents regarding quality of service, and then price. The Board also reserves the right to reject the bid of a Bidder who has previously failed to meet the terms of this or similar contracts or fails to demonstrate the ability to meet the terms of the Contract.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**GENERAL CONDITIONS**

1. Bidding Documents. Bidding documents may be obtained from the District website [www.psd202.org](http://www.psd202.org)

The Bidding Documents consist of the following:

- a) Instructions
  - b) General Conditions
  - c) Qualifications For Bidders
  - d) Bid Specifications
  - e) Personnel Requirements
  - f) Safety and Discipline
  - g) Service Requirements and Conditions
  - h) Routes and Schedules
  - i) Award of Contract
  - j) Penalties
  - k) Exhibits A-S
- 
2. Submission and Required Submittals. Each bidder (hereinafter the “Bidder” or the “Contractor”) must submit one (1) complete electronic original and two (2) complete hard copies of its bid on the forms provided with these specifications. Bids shall be in a sealed opaque envelope properly marked with the title of the bid **“Original Sealed Bid for Transportation Services for Special Education”**, date and time of opening, and delivered to Plainfield Community Consolidated School District No. 202 District Operations Facility, 14812 S. Eastern Avenue, Plainfield, IL 60544, on or before **Friday, February 18, 2022, at 10:00 a.m.** Bids must contain the following:
    - a. Signed bid documents, exhibits, and certificates.
    - b. A certified check or bid bond equal to ten percent (10%) of the value of the base bid for the first year from a surety company with at least an “A” rating in Best’s Key Rating Guide.
    - c. Written evidence that (i) the Bidder has a minimum of ten (10) years experience operating buses and transporting public school children enrolled in a large unit district transporting greater than 10,000 students and (ii) its transportation manager has a minimum of five (5) years experience in pupil transportation management in the State of Illinois.

Plainfield Community Consolidated School District No. 202

Bid Specifications and Conditions

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

- d. Written evidence that the Bidder has sufficient buses equipped for the convenience, safety and comfort of the students.
- e. Written evidence that the Bidder has employees with sufficient experience to maintain the fleet and adequate/appropriate maintenance facilities to meet the School District's requirements.
- f. Written evidence establishing the financial stability of the Bidder, which shall include three copies of the most current audit and management letters as well as a letter from a bank or banks stating the financial condition of the Bidder.
- g. The safety record of the Bidder, including a report describing the Bidder's safety program and safety experience.
- h. A list of all 2019-2020 and 2020-2021 contracts held in Illinois. Include a list of all contracts terminated or partially terminated early in the last five (5) years and why.
- i. Age of buses to be utilized for the transportation services.
- j. Ability to provide cameras on buses.
- k. Insurance certificates in accordance with the requirements provided herein.
- l. Written evidence that the Bidder will be able to obtain the performance bond required herein.
- m. Location of a facility from which the Bidder will operate. Facility to accommodate all buses necessary to service the District and staff must be located within fifteen (15) miles from Plainfield Community Consolidated School District No. 202's administrative offices located at 15732 Howard Street, Plainfield, IL 60544. Note: Bidder must have such facility established within six (6) months after the effective date of the final signed Contract.
- n. Statement of ownership acknowledging that Bidder owns or leases all of its buses.
- o. Description of Bus Maintenance Program.
- p. Additional Driver Policy and Procedures.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

- q. A report describing the Bidder's safety program and safety experience.
  - r. A written summary that details the Bidder's route scheduling competencies and proficiencies of the Bidder as well as a timeline of how the Bidder expects to be ready for the first day of school.
  - s. Other items listed under Qualifications for Bidders
3. Signing Bids. Persons legally qualified to sign such documents must sign all bids. If they are signed by any person other than the President of the Contractor, or by an agent, or by an attorney-in-fact, the authority of the person who signs the proposal is required. Bids, which are signed for a partnership, shall be signed by one of the partners, or by an attorney-in-fact.
4. Late Bids. No bid received after the date and time specified will be considered. The Bidder assumes the risk of delay in the handling or delivery of mail.
5. Preparation of Bids. All bids shall be completed with each space properly completed. The special attention of Bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and Bidders will be held strictly to the bids as submitted. All Bidders will be bound by any and all math calculations, misquotes, or mistakes of any kind and to all terms contained in these bid specifications. Bids shall be without interlineations, or erasures. No oral, telephonic, facsimile, or electronic bid or revision to a bid will be considered. Should the bidder find any discrepancies in or omissions from any of the documents, or be in doubt as to their meanings, the Bidder shall advise the Director of Transportation who will issue the necessary clarification to all prospective bidders by means of a written addendum. Oral explanations will not be binding. All bids submitted shall be valid for a minimum period of 90 days after the bid opening.
6. No Modifications. Unless the Bidder so indicates, it is understood that the Bidder has bid in strict accordance with the specification requirements. In accordance with Illinois law, once the bids are opened, such bids may not be modified in any way without the written approval of the School District. Any explanation or statement that the Bidder wishes to make must be placed in the same envelope with the bid but shall be written separately and independently of the bid and attached thereto. Any deviations should be included with Exhibit P of these Bid Documents. The School District has no obligation to accept any deviations.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

7. Bidder Fully Informed. The submission of a bid by a Bidder will be construed as an indication that the Bidder is fully informed as to the extent and character of the service required and can offer the services satisfactorily in accordance with the specifications.
8. No Gratuity to School District Employees. No employee or officers of the School District is to be extended any form of gratuity in connection with this Contract.
9. School District Ability to Investigate. The School District will make such investigation as necessary to determine the ability of the Bidder to fulfill bid requirements. Representatives from the School District reserve the right to inspect the company's facilities and other transportation operations under its management prior to any award of this Contract at the expense of the Bidder.
10. Assignment. This Contract shall not be assigned or any part of the same subcontracted without the written consent of the Board, but in no case shall such consent relieve the Contractor from its obligations, or change the terms of the Contract.
11. Transfer or Assignment of Contract Funds. The Contractor shall not transfer or assign any Contract funds or claims due or to become due without the written approval of the Board having first been obtained. The transfer or assignment of any Contract funds either in whole or in part, or any interest therein, which shall be due the Contractor, shall cause the annulment of said transfer or assignment.
12. Independent Contractor. This Contract is for furnishing special education student transportation services. In performing this Contract, the Contractor is an independent contractor and is not an officer, member, agent or employee of the School District.
13. Questions. Questions, inquiries, or notices concerning the bid document must be submitted in writing to and received by Sandy Bressers, no later than 2:00 PM on 1/28/22. Inquiries may be submitted via email only to [sbressers@psd202.org](mailto:sbressers@psd202.org). Responses, if any, to questions, inquiries, or notices will be issued through addendum(s) on the District website by 2:00 PM on 2/2/22.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

14. Compliance with all Laws.

This Contract shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

The Contractor shall comply with all applicable laws, regulations, rules and policies promulgated by the Federal, State, County, Municipal and/or other government unit or regulatory body, including the School District, now in effect or which may be in effect during the performance of the Contract. Included within the scope of the laws, regulations and rules referred to in this Section, but in no way to operate as a limitation, are all forms of traffic regulations, public utility and Interstate Commerce Commission regulations, Workers' Compensation Laws, the Social Security Act, Occupational Safety and Health Act, the Consumer Product and Safety Act, the Illinois School Code and the Illinois Motor Vehicle Code. Contractor shall comply with all applicable Federal, State and local laws and regulations pertaining to wages and hours of employment of all personnel employed by the Contractor.

School buses and personnel must be in compliance with all Federal and State laws, rules, regulations, and statutes applicable to the performance of student transportation services, including, but not limited to, the Illinois School Code and the Illinois Vehicle Code, and all policies, rules and regulations of the School District, the State Board of Education, the Illinois Department of Transportation and, the State of Illinois Standards for School Buses, the Will County Superintendent's office and the local municipalities in which the buses will be operated.

Additionally, the Contractor shall comply with all laws and regulations pertaining to equal opportunity and fair employment practices including the Illinois Human Rights Act. The Contractor shall not discriminate against any worker, employee, or applicant, or any other member of the public because of any protected categories as provided for under state and federal law, nor otherwise commit an unfair labor practice. The Contractor further agrees that this Section will be incorporated by the Contractor in all contracts entered into with suppliers of materials and services, subcontractors and labor organizations, furnishing skilled, unskilled, or craft union skilled labor that may perform any such labor or service in connection with this Contract.

Further, by submitting a bid, the Contractor certifies that it has adopted and implemented a written sexual harassment policy in full compliance with Section 2-105A (4) of the Illinois Human Rights Act, 775 ILCS 5/2-105A (4), and, in case



Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

the Contractor has 25 or more employees, a drug-free workplace policy and practice in full compliance with Section 3 of the Illinois Drug-Free Workplace Act, 30 ILCS 580/3.

As an independent contractor, records in the possession of the Contractor related to the Contract may be subject to the Illinois Freedom of Information Act (“FOIA”), 5 ILCS 140/5-1 et seq.; 5 ILCS 140/7(2). The Contractor shall immediately provide the School District with any such records requested by the School District in order to timely respond to any FOIA request received by the School District. The School District will review all such records to determine whether FOIA exemptions apply before disclosing the records, such that information properly exempt as proprietary or prohibited from release by other laws or exempt for other reasons will not be released. If the Contractor refuses to provide a record that is the subject of a FOIA request to the School District and the Attorney General or a court of competent jurisdiction subsequently requires the release of the record or penalizes the School District in any way, the Contractor shall reimburse the School District for all costs, including attorneys’ fees, incurred by the School District related to the FOIA request and records at issue.

By submitting a bid, the Contractor certifies that it is not ineligible for award of this Contract by reason of debarment for a violation of any of the above-referenced laws and regulations and acknowledges that any breach of the foregoing provisions shall constitute a breach of this Contract. Failure of the Contractor to be in compliance with this Section shall be cause for the School District to terminate the Contract.

15. Record Keeping. The Contractor shall keep complete and accurate records of the mileage for which the Contractor charges the School District, the number of students transported, and of the reports which the Contractor prepares for the School District pursuant to this Contract. The Contractor shall maintain such records as the School District may need to verify mileage, including records indicating the number of runs for vehicles used for purposes other than this Contract, the Contractor’s reporting responsibilities, and the Contractor’s claim for fees. The Contractor shall provide the School District access to such records upon a request by the School District. In addition, the Contractor shall provide monthly detailed invoices to the School District.

Special Event Busing (sports, field, and other extra trips) is arranged through the School District. A record of time and miles must be submitted with each invoice. A log of each extra-curricular trip must be kept on an Excel spreadsheet. The log must include but is not limited to date, time, field trip location, athletic trip location, and miles per trip.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

The Contractor shall maintain a record of the driver of each route and when the assigned driver is changed.

The School District shall have the right to audit the mileage records and examine the reporting records in a manner which does not unreasonably interfere with the conduct of the Contractor's business. Any excesses in charges for the mileage disclosed by an audit shall be refunded within five days after notice of the excess to the Contractor. If an audit discloses a discrepancy of more than five percent (5%) of the amount charged for the period at issue, the Contractor shall pay to the School District all reasonable costs connected with the audit; including, but not limited to, wages of its staff and accountants' fees and attorneys' fees. The Contractor shall fully cooperate with all personnel authorized by the School District to conduct any audit.

The Contractor shall retain such records for a period of three (3) years plus the current year, from the date of receipt of final payment under the Contract, for inspection and audit by representatives of the School District. If any audit findings have not been resolved, the records shall be retained beyond the three (3) year period and as long as required for the resolution of the issues raised by the audit.

16. Payments. Payments are approved by the Board of Education at the Board meetings each month provided the said service has been properly provided and accepted by the Board of Education.

The School District shall be responsible for payment to the Contractor for only those regular and activity routes which are actually operated, with the timely submission of invoices.

In accordance with Board of Education approval, monthly invoices will be paid based on an audit of students traveling and actual services provided for the prior month and in accordance with the Illinois Local Government Prompt Payment Act (50 ILCS 505/1). Format of the detailed billing statement will need to be agreed to by the School District.

All parking fees and tolls on activity runs shall be reimbursed by the School District.

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

17. Prompt Payment Discount. The Board of Education recognized that there are obligations, which, if paid on a timely basis, could gain discounts. The Treasurer is authorized to pay expenses at a time, which will offer the best financial advantage to the School District. Bidders should include their discounts in the space provided on the proposal sheet. For example: 2/10 Net 30. **Cash discounts will not be taken into consideration in determining the lowest bid.**
  
18. Tax Exemption. The School District is exempt from Federal, State and Municipal taxes. The Contractor shall secure work permits (if any), fees and licenses necessary for the transportation services. The Contractor shall not include taxes in its quotations, which the School District is not subject to; such as, Retailers Occupation Tax (both State and Local), Sales Tax of any kind, Service Use Tax, and any other such applicable tax.
  
19. Insurance and Indemnification.

- a. Insurance Coverage.

The Contractor shall carry, pay for, and keep in force, with insurance companies rated A VII by AM Best the coverage provided below. Such insurance shall name the School District, its board, board members, officers, employees, agents and volunteers as an additional insured on a primary and noncontributory basis and, in addition, such coverage shall insure members of the Board of Education, the School District's officers, employees and agents in all of their official capacities, and other persons, firms or corporations as the School District from time to time may direct for claims arising out of performance of the Contract. Contractual liability shall be provided under the Comprehensive General Liability policy to include the indemnification provisions under Section 19.b of the General Conditions below. A certificate of insurance shall be provided to the School District evidencing the coverage below and must include a requirement of a thirty day cancellation notice. In such case of termination of insurance coverage, the Contractor will provide evidence of new insurance at the earliest possible date, but not later than ten days prior to the termination of the original policy. A waiver of subrogation must be included in favor of the School District. Also, an alternate employer endorsement naming the School District must be included. Any updates to liability coverage prior to the beginning of the execution of the contract will be required by Contractor.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

- (i) Workers' Compensation
  - Coverage A: Statutory Limit
  - Coverage B: \$1,000,000
  
- (ii) General Liability
  - \$5,000,000 General Aggregate
  - \$2,000,000 Products - Comp/Op Agg
  - \$1,000,000 Personal & Adv Injury
  - \$1,000,000 Per Person For Any One Accident
  - \$5,000,000 For 2 or More Persons For Any One Accident
  - \$10,000 Medical Payments (any one person)
  - \$1,000,000 Sexual Misconduct
  
- (iii) Automobile Liability
  - \$1,000,000 Limit of liability, including owned, non-owned & hired auto
  - \$10,000 Medical payments per person
  - \$1,000,000 Uninsured Motorists
  - \$1,000,000 Underinsured Motorists
  
- (iv) Umbrella Liability \$25,000,000

Follow form excess of all primary coverage.

b. Indemnification.

The Contractor shall indemnify, defend and hold harmless the School District and its Board, Board members, officers, employees, agents and volunteers, free from any claims, suits, actions, losses or expenses (including attorneys' fees) which may arise from any accident, injury or death to any person or persons, or damage to any property in the course of any performance of the Contract or any misconduct by the Contractor or its officers, employees or agents.

The Contractor expressly understands and agrees that any performance bond or insurance protection required by these Bid Documents or the Contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the School District and its Board members, officers, employees, agents and volunteers, as herein provided. The School District will not accept deviations from the indemnification language in this Section.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

The Contractor's obligations under this Section shall survive and continue following termination of the Contract. Appointment of counsel under the Contractor's duty to defend shall be subject to the School District's approval.

20. Bid Security. The bidder shall provide a certified check or a bid bond equal to ten percent (10%) of the value of the bid for the first year from a surety company with at least an "A" rating in Best's Key Rating Guide. For example, if the total bid for the School District in the first year is for \$5,000,000, a bidder should provide a bid security in the amount of \$500,000. The Board of Education shall be the named payee of said certified check or bid bond. If the Contractor refuses to enter into a contract with the School District or fails to furnish the required performance bond hereunder, the amount of the certified check or bid bond will be forfeited as liquidated damages and not as a penalty.

Certified checks or bid bonds will be returned to unsuccessful bidders within three days following the bid award decision.

21. Performance Bond. Prior to May 1, 2022, the successful Contractor shall furnish a Performance Bond to the School District in an amount equal to one hundred percent (100%) of the full amount of the first year of the Contract with School District. The performance bond must be from a surety company with at least an "A" rating in Best's Key Rating Guide. Such bond shall be in a form and with a surety acceptable to the School District. Such bond shall be valid for the duration of the Contract with the School District and shall not include a limitation period shorter than provided by Illinois law.

The bond shall be in accordance with A.I.A. Document A311. The Contractor shall pay the cost of premiums for the bond. The bond shall be signed and sealed by an authorized representative of the Contractor, and a certificate of authority of those signing the bond, if not officers, shall be attached thereto.

The Performance Bond shall guarantee the performance of the duties placed on the Contractor under the Contract and its compliance with any applicable laws and shall indemnify the School District and its Board members, officers, employees and agents (the "Indemnitees"), from any liability or loss to the Indemnitees from any failure of the Contractor to fully perform each or all of said duties for the entire duration of the Contract.

The Performance Bond must be updated for any contract extension that has been approved by the School District.

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

22. Contractor Fiscal Responsibility. To ensure good service and ability to replace old buses, the Bidder must show a line of credit available from one or more banks and verification of that credit by an office of the bank. At a minimum, bidders must be able to provide evidence of financial credit or resources to purchase the fleet as described in these specifications. In addition, the School District may require evidence that the successful contractor have the financial resources to meet ongoing operational demands. This may include but is not limited to copies of recent audits or financial reports. After award of the Contract, the School District may inquire as to the financial stability of the Bidder and may request financial references. The Bidder shall provide such information within 48 hours. The Bidder's financial stability will be a factor in determining the most qualified bidder.

23. Termination of Contract by Reason of Default.

- a. If the Contactor or its drivers or employees at any time fail to comply with the terms of this Contract or any portion hereof, or do not fully perform and strictly adhere to any of the terms hereof required to be performed, the School District may, at its discretion, terminate this Contract, or any portion hereof, as provided herein.
- b. In the event that the School District determines that the Contractor has failed to comply fully with, perform, or strictly adhere to this Contract, then the School District may, at its discretion, through its Superintendent, send written notice to the Contractor indicating the intention of the School District to declare the Contractor in default.

In such notice, the School District shall state in what respect the Contractor has failed to comply with the terms of the Contract, and shall further state a date upon which the Contract will terminate, unless the Contractor, prior to such date, cures the defect to the satisfaction of the School District.

If prior to the date of termination stated in said notice, the School District notifies the Contractor that the defect has been cured, the Contract will not terminate on the date stated in the notice but will have been deemed to have remained in effect as of the date that such notice was given. In the event that the School District does not so notify the Contractor that the defect has been cured, the Contract shall be deemed terminated without further action on the date of termination stated in the notice.

Plainfield Community Consolidated School District No. 202

Bid Specifications and Conditions

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

- c. The date of termination stated in the notice of intent to declare the Contractor in default, as provided in “b” above, may not be sooner than thirty (30) calendar days following the date of such notice unless there is a complete failure by the Contractor to provide the services required by this Contract or failure to comply with any and all applicable laws, including, but not limited to the continuing maintenance of insurance coverage, maintenance of current drivers’ licenses for each bus driver, and compliance with vehicle safety regulations, in which event the date of termination may be five calendar days following the date of such notice.
  - d. In the event the Board terminates this Contract in whole or in part as provided in this Section, the Board may procure, upon such terms and in such a manner as the Board may deem appropriate, supplies or services similar to those terminated, and the Contractor shall be liable to the Board for any excess costs for such similar supplies for services; provided, that the Contractor shall continue the performance of this Contract to the extent not terminated.
24. Termination of Contract without Cause. The School District may at any time and after providing 120 days prior written notice to the Contractor terminate this Contract without cause.
25. Contractor Representations. The Contractor has represented with the submission of its Bid and hereby represents to the School District that the following facts and circumstances are true:
- a. The Contractor knows the scope of the Contract, has completely reviewed the general and specific conditions and requirements of these Bid Documents, and is aware of all applicable laws and their requirements.
  - b. The Contractor has the necessary equipment and personnel (including backups) or has documented financial ability and means to acquire the same sufficient to adequately and properly perform the Contract in accordance with the Bid Documents and applicable laws.
  - c. The Contractor acknowledges that the School District cannot determine in advance the exact number and location of students to be transported pursuant to this Contract since school enrollment and placements fluctuate from year to year.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

- d. The Contractor has been a prime carrier of students for various school districts of comparable size.
  - e. The remaining representations set forth in the Contractor's resume submitted with the Contractor's Bids are incorporated herein as though set forth in full.
  - f. The Contractor has provided letters from its banks attesting to the Contractor's financial condition.
  - g. The Contractor represents and covenants that no official, employee or agent of the School District (i) has been employed or retained to solicit or aid in the procuring of this Contract; and (ii) will be employed or otherwise benefit from this Contract without the immediate divulgence of such fact to the School District.
  - h. The Contractor certifies that all of its employees who have or will have contact with students have successfully passed, pursuant to the Illinois School Code, a criminal background and investigation check. Such background checks will be provided to the School District upon request, as well as a copy of the bus driver's driver license.
26. School District's Reliance. In entering into this Contract with the Contractor, the School District has relied upon the Contractor's representations, resume and financial condition letter submitted with the bid. The School District recognizes that the Bidder is an expert in the manner in which the work under this Contract is to be performed and expects Bidder to perform all work in accordance with the standards required by such expertise.
27. Miscellaneous.
- a. The successful bidder shall enter into a separate contract with the District, which contract shall be in substantially the form of the agreement included with these Bid Documents as Exhibit Q, which contract will incorporate the terms of these bid specifications and conditions.
  - b. Payments on any invoice shall not prevent the School District from making claim for adjustment on any item found not to have been in accordance with the provisions of this Contract.
  - c. The validity or unenforceability of any provision of this Contract shall not affect the validity or enforceability of any other provision of this Contract.



Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**QUALIFICATIONS FOR BIDDERS**

Companies that are interested in submitting a bid must have a minimum of ten (10) years' experience in a large unit district transporting greater than 10,000 students. Companies with less than ten (10) years' experience may also submit a proposal if the Principals of the Company have a minimum of ten (10) years management experience in student transportation services for a large unit district transporting 10,000 or more students. The transportation manager of the Contractor must have a minimum of five (5) years' experience in pupil transportation management in Illinois.

Each Bidder should furnish, as part of its bid, a complete description of its experiences in the field of transportation services. The following should be included as a minimum:

1. Name and address of the operating company.
2. Name, address, telephone number and specific responsibility of supervisory management of personnel directly responsible for the operation of Plainfield Community Consolidated School District No. 202.

Include detailed resumes, with experience, educational background, and references for each.

The District reserves the right to interview and have final approval of the transportation manager assigned to School District operations.

The transportation manager is an employee of the Contractor and under no circumstances is to be considered an employee of the School District; provided that the School District has the right to require the Contractor to replace the transportation manager. The Contractor shall provide timely notice to the School District when a member of the Contractor's management team is no longer employed by the Contractor or no longer assigned to the District's account.

3. Duration and extent of experience in the operation of educational transportation services.
4. A list of all current transportation with other school districts. Give length of time, name, address and telephone number of contact person for each operation.
5. A list of all contracts lost in the last five years that were terminated or partially terminated prior to the end of expiration of the contracted term and/or for cause, along with a brief explanation of why the contract was lost.

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

6. A list of names of all the owners of the company or principals of the corporation.
7. An organizational chart showing the staffing lines of authority for key personnel to be used in performing the Contract. At a minimum, the Staff positions should include a manager, two (2) dispatchers, route coordinator, and safety manager. These key positions should operate independently of each other. These employees shall be issued cellular telephones with text messaging capabilities and their contact information shall be provided to the District.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**BID SPECIFICATIONS**

1. Scope of Work. The District provides transportation to Regular Education, Special Education and Vocational Education Students; however, this bid package is limited to Special Education and does not include Regular or Vocational Education Transportation services. A Contractor must bid on all Special Education services for the District. The Contractor shall furnish equipment and personnel sufficient to fulfill the Special Education student transportation requirements of the District as may be designated under this contract by the Director of Transportation.
2. Number of Attendance Days. Calendars of the School District programs will vary from program to program. The School District projects a minimum of 176 days based on the program unless there is an emergency closing of schools due to weather, absence of utilities, pandemic, governmental regulation, or other force majeure type of event etc. See Exhibit B and C for school hours and the current school calendar.
3. Transportation of Special Education Students. Special Education students are transported round trip per day door-to-door, plus some transfers from school to school, and/or facility to school. There may be need to transport students on a Saturday for special events and services should be made available in order to take advantage of that option.
4. Term. The term of the Contract will be for three years, beginning on the first day of the 2022-2023 school year and ending on the last day of the summer school term in the year 2025. The School District and the Contractor will establish a transition schedule by May 31, 2022. The School District reserves the right to extend the Contract for a maximum term of two years on the same terms and conditions as is set forth herein; subject to negotiations on pricing for the 2025-26 and 2026-27 school year.

In the event the District extends the contract for the maximum two (2) years, the Contractor will complete the 2026-2027 year summer school term ending August 2027.

5. Vehicles/Buses.
  - a. Furnishing of Equipment and Personnel. The Contractor shall furnish equipment and personnel sufficient to fulfill the special education student transportation requirements of the School District as may be designated under this Contract by the School District's Director of Transportation. The Contractor shall furnish and operate only those buses which comply

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

with Illinois Statutes and Illinois State Board of Education directives in effect throughout the duration of the contract that regulates the use of school buses in the State of Illinois.

b. Number, Type and Size of Vehicles. The Contractor will provide the required number, type and size of vehicles to fulfill its obligations under the Contract.

c. Condition of Buses.

All vehicles operated by the Contractor shall be kept clean and free from all mechanical, operational and structural defects, and under no circumstance shall a vehicle with a reported mechanical or operational defect be used with children aboard. A bus which is not in safe mechanical condition may not be operated on highways until it has been repaired and passes subsequent inspection. The Contractor shall provide necessary supplies, parts, and service to maintain all buses in safe, rust free, clean, and sanitary condition inside and out.

Buses used to transport students must not have previously been in salvage or junk status.

All buses used for Extended School Year (summer school) transportation under this contract shall be equipped with operating air-conditioning systems for medically fragile students and be available for use during the regular school term where required.

All school buses will be clearly labeled with the name of the company in accordance with Department of Transportation standards.

The average age of the contractor's bus fleet will not exceed five (5) years. No vehicle more than eight (8) years old and/or with 150,000 miles shall be operated, unless specifically approved in writing by the respective District Transportation Director and/or Supervisor. This includes replacements for contract vehicles that may be out of service due to mechanical failure or accident damage.

In addition, the School District also requires that the following specifications are met:

- (i) All front and rear tires must have tread of at least 5/32 and no recaps are allowed.

Plainfield Community Consolidated School District No. 202

Bid Specifications and Conditions

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

- (ii) The water, oil, tire pressure, tire conditions, and lights will be checked at least weekly by a transportation garage employee and a log will be kept.
- (iii) The brake adjustments and fluid, as well as the clutch adjustments, will be checked at least weekly by a transportation garage employee and a log will be kept.
- (iv) Each bus shall be cleaned and left in broom swept condition each day.
- (v) The School District may require the Contractor to disinfect bus interiors to decrease the potential of infectious diseases.
- (vi) Each bus exterior shall be washed at least once a week, weather permitting.

Logs of the above specifications are subject to District review upon request.

All costs of equipment repair, maintenance and operation, including fuel shall be the sole financial responsibility of the Contractor.

The School District will not be responsible for financing, holding title to, or licensing any vehicles.

d. Inspection.

- (i) The Contractor shall ensure that all vehicles used in the completion of this Contract will comply with all regulations concerning inspections. Per Illinois law, the Contractor shall have each vehicle inspected every six months or 10,000 miles, whichever comes first, at a State Certified Inspection Station. The cost of said inspection shall be paid by the Contractor. No vehicle may be used in the transportation of students without first having completed these required inspections. It is further required, upon request, that a copy of the inspection, as provided by the firm approved by the State of Illinois, will be provided to the School District certifying that the vehicle is safe for use. Buses not passing inspections shall not be used until conditions have been corrected. A certificate of safety and safety stickers must be displayed at all times.
- (ii) The School District reserves the right to inspect the fleet and/or equipment and has the authority to require the Contractor to make repairs, replace parts, or replace vehicles if the School District so desires. No vehicle may

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

be used in the transportation of students without first having completed these required inspections.

- (iii) Each driver shall complete a Daily Pre-trip Inspection Sheet as required by Illinois law and/or regulations and/or the School District and maintain such records for the review of the School District at least every six months or as more frequently required by Illinois law and/or regulations.

e. Design.

The design of the school bus and the proposed equipment for the school bus shall be subject to approval by the School District's Director of Transportation.

f. Equipment.

- (i) All buses shall be equipped with a two-way radio communication system, operative at all times with a full time base station. The Contractor will operate and maintain the two-way communication so that clear channels are always available in case emergency communication is required. The two-way radio must be turned on and adjusted in a manner that would alert the school bus driver of an incoming communication request. The Contractor shall provide the School District's Director of Transportation with the means to monitor two-way communications between buses operating the School District's routes and dispatch. The driver shall test the two-way radio and ensure that it is functioning properly before operating the bus.
- (ii) All buses are to be equipped with engine block heaters and electrical plug-ins for cold weather starting.
- (iii) All buses shall be equipped with minimum digital recording devices of a two (2) camera set-up providing audio and video with a capacity of thirty (30) days for all routes and field trips.

The Contractor shall ensure that cameras installed on buses are in working order and shall immediately report to the School District if the cameras are not functioning properly. All images recorded on the District's routes, shall be made

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

available to the Director of Transportation immediately upon request. These images need to be made available via an electronic format that can be emailed to District personnel. It will be the Contractor's responsibility to provide video clips from specific time frames to District Administrators or the Director of Transportation. The digital clip files must be stored by the Contractor for a minimum of ninety (90) days.

The Contractor will provide to the Transportation Director the equipment (software and hardware) necessary to view the digital devices.

The Contractor understands that the District has sole rights to the recordings and must approve all distribution and viewing of any recording of District students, routes, etc.

The Contractor's use, storage, and transmittal of information recorded on the video recording devices shall be in accordance with all federal laws and State laws, including the Illinois School Student Records Act (105 ILCS 10/1 *et seq.*).

- (iv) All buses must be GPS equipped and enabled. Real Time route information shall be provided to the District when requested. The District has the right to request access to the GPS system (web based) to gather pertinent information such as on time performance, late buses, stop times, route time, speed, etc.
- (v) Contractor must have bus routing and scheduling software to propose routing solutions and share route and scheduling data electronically.
- (vi) If the Contractor does not have adequate equipment at the time of award of the Contract, the Contractor shall present the School District with a certified statement from an authorized dealer, manufacturer, or other reliable source, showing that all necessary equipment will be supplied, and that all such equipment will be available on-site for use by the Contractor for performance of the Contract at least fourteen (14) days prior to the first date that pupil

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

transportation services are to be provided. Equipment must be ordered within thirty (30) calendar days after the School District's notification to the Contractor of the approval of the School District's award of the Contract.

The Contractor will provide to the Transportation Director a thirty (30) day notice of availability and/or a contingency plan that the above requirements have been met.

- (vii) Seatbelts, fabric restraining harnesses, safety vests, or suitable alternative devices, shall be considered basic equipment on all buses. Wheelchair students on lift buses will require a back-up restraint system. The above equipment and shoulder straps, special supports, wheelchair locking devices, child seats (car seats), safety vests and all other special safety devices shall be provided when they are deemed necessary by those School District personnel directly responsible for the students and shall be provided by the Contractor.
- (viii) Buses that transport obese, non-ambulatory, or severely injured students shall be structured and reconfigured to accommodate these students. For wheel chair bound students, chair lifts, ramps, or other devices suitable to the School District will be provided for easy entrance and exit from the bus and shall be provided by the carrier. All buses, which transport wheelchair students, must be equipped to accommodate all varieties of wheelchairs, manual and motorized. In addition, all vehicles shall be equipped with forward facing wheelchair secure systems.
- (ix) Upon the request of the School District, the Contractor agrees to demonstrate its equipment to the School District. Maintenance records on all vehicles shall be available at School District request.

g. Required Information Related to Buses.

No later than July 1, 2022, and by July 1 of each year thereafter during the term of this Contract, the Contractor shall provide the School District with the following information on all vehicles to be used in the transportation of students:



Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

- (i) Make, model, year and serial number.
- (ii) State license number, municipal vehicle sticker number and safety inspection sticker number.
- (iii) Capacity of vehicle.
- (iv) Special alteration made to vehicle to accommodate students with disabilities.
- (v) Ownership of vehicle.
- (vi) Vehicle maintenance history and past safety inspections upon request.

The Contractor shall provide the same information on any newly acquired buses, and shall update the information on state license, municipal vehicle, and safety inspection stickers whenever this information changes.

- 6. Fuel Costs. The Contractor shall furnish all fuel to be used in its performance of the Contract.
- 7. Facility and Dispatching Operations.
  - a. Office Space and Maintenance Facilities.

The Contractor shall provide bus repair, maintenance facilities and storage for the School District's current bus fleet and any replacement buses. The Contractor shall purchase, furnish, and supply all lubricants, replacement parts, greasing, cleaning, washing, and such repairs as necessary to keep the buses in a good and safe operating condition at all times. The fully operational facility shall (at a minimum) be paved, fenced, lighted, have facilities for employees and staff as well as have fuel tanks with sufficient storage capacity. The Contractor will have a fully operational building and garage as evidenced by having an occupancy permit issued by the appropriate authority.

If the Contractor does not have adequate office space and maintenance and storage facilities within 15 miles from the School District's administrative offices located at 15732 Howard Street, Plainfield, Illinois, at the time of award of the Contract, the Contractor shall provide, within 90 days after award of the Contract, a certified statement from a responsible supplier showing that firm arrangements such as a lease or intent to lease or real

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

estate sale agreement have been made for obtaining the required facilities for use by the Contractor for performance of required services. The statement shall indicate that such facilities will be available to the Contractor in a timely manner and the facility must be operational within one year after the effective date of the Contract signed with the School District.

The bus fleet must be dispatched from within 15 miles from the School District's administrative offices located at 15732 Howard Street, Plainfield, Illinois, unless written approval is granted otherwise by the School District.

b. Dispatching Operations.

A full time operations office shall be maintained by the Contractor to answer telephone inquiries during normal operating hours of 5:30 A.M. to 5:30 P.M., and to ensure the efficient operation of the routes. Telephone equipment shall be operable at all times and provide for easy access by the School District. The Contractor shall provide a dedicated access radio channel at its dispatch office that the School District can utilize for emergency communication. Multiple e-mail and text message addresses are to be provided to the District for transfer of daily information. Cell phone numbers and text messaging addresses of the Contractor must be available to the School District on a 24 hour basis. A dispatcher must be present and available at the Contractor's base of operation until 45 minutes after the last bus servicing the School District's routes has completed said routes.

The operations office shall be maintained within 15 miles from the School District's administrative offices located at 15732 Howard Street, Plainfield, Illinois, unless written approval is granted otherwise by the School District.

8. System Communications

a. The Contractor shall have a computer system able to receive data information from the School District's student information system.

b. The School District shall pre-approve all the Contractor printed communication. The Contractor will provide the District with route information in an electronic format acceptable to the

9. Spare Buses. The Contractor shall maintain a fleet of spare buses, field trip buses, and extra-curricular buses equal to at least 20% of the District operating fleet as may be

Plainfield Community Consolidated School District No. 202

Bid Specifications and Conditions

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

required to meet the needs of the School District and so no service request is denied nor will any service be sub-contracted.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**PERSONNEL REQUIREMENTS**

1. General.

The Contractor is required to have sufficient personnel to appropriately service the student transportation needs of the School District as specified herein. The School District requires a minimum level of management, supervisory, and technical personnel. At a minimum, the Contractor must employ the following full-time personnel to exclusively service the School District:

- a. Transportation Manager
- b. Two (2) Dispatcher
- c. Route Coordinator
- d. Safety Manger

The School District reserves the right to interview and approve, at its sole discretion, the transportation manager, two (2) dispatchers, and route coordinator that initially serve the School District under this Contract. The School District also reserves the right to approve any change of personnel for these four (4) positions. If there is a change in personnel, the School District reserves the right to interview and approve, at its sole discretion any replacement.

The transportation manager and/or key personnel (i.e. above management team) must be on duty between 6:00 am and 4:40 pm.

Contractor shall not permit any of its employees, drivers, monitors, aides, contractors or agents to perform any work related to this Contract whose criminal or other background would prohibit them from working with children under Illinois law or who have criminal convictions or engaged in other conduct which calls into question such individual's fitness to be in the vicinity of children.

The Contractor shall complete all required criminal background checks before any employee or agent is assigned to drive School District students. No driver will be assigned to the School District who would be prohibited from obtaining or keeping the required bus permit or would otherwise prohibit the driver from being employed by the School District due to conviction of a crime listed in 105 ILCS 5/10-21.9 or who is listed in the Illinois Sex Offender Registry or the Illinois Murderer and Violent Offender Against Youth Registry. If the Contactor receives notification of any convictions that would prohibit the driver from keeping the required permit or would otherwise prohibit the driver from working at the School District, the Contractor must report the conduct immediately to the School District and the driver must be removed from assignment at the School District. The Contractor shall

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

keep a copy of the driver's criminal history records check on file. A copy of the Illinois State Police criminal history records check can be requested by the School District.

Contractor shall provide the School District with a list of its personnel policies, its safety and training manual, procedural manual and employee handbook.

2. Drivers.

- a. The Contractor shall be highly selective in the hiring of drivers. Drivers should be persons of ability, character, integrity and fitness, who are acceptable to the School District. The School District reserves the right to require the removal or transfer of any driver, monitor or aide as determined solely by the School District.
- b. Bus drivers previously removed from the District for unacceptable performance will not be allowed to return under a new contract.
- c. While transporting students, buses shall not be operated by any person other than a licensed school bus driver meeting all requirements for drivers as set forth by the Illinois State Board of Education and the Illinois Secretary of State. The Contractor shall not permit any person to operate a vehicle if the person has not complied with the provisions of the Illinois Vehicle Code and other administrative rules governing the classification, restriction or licensing of persons required to hold a school bus driver permit.
- d. The District requires a lead driver to be assigned to all schools with five (5) or more buses.
- e. The School District expects that there will be consistency in drivers assigned to routes serviced under this Contract and that as much as possible the same drivers will be assigned to the same routes on a daily basis.
- f. Drivers and other persons coming into contact with students must be able to communicate effectively in English both verbal and written. Bilingual drivers are desired but not required.
- g. Drivers shall not use or operate cell phones or use electronic communication devices while transporting students or while in direct supervision of the students.

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

- h. Whenever a regular driver is not working because of a planned absence or sick leave of more than two days, to the extent possible, the same substitute driver shall be used for the entire absence of the regular driver.
- i. Each driver assigned to duties in the performance of this contract must be at least twenty-one (21) years of age and fully licensed as a school bus driver by the State of Illinois. The use of any assistant under the age of twenty-one (21) years requires the written approval of School District representatives.
- j. Contractor shall maintain a sufficient number of substitute drivers who have not been assigned permanent routes who will cover bus schedules when a driver is absent, equal to at least 10% over the regular scheduled drivers for daily routes.
- k. In the event of the removal or suspension of any driver, the Contractor shall immediately replace the driver without disruption in service. . Upon notification by the Illinois Secretary of State to the Contractor that an employee assigned to the District that the employee's school bus driver permit has been suspended or cancelled, the Contractor must notify the District of the suspension or cancellation within two business days.
- l. Drivers shall not use indecent language, shall not smoke on the bus or on School District premises, nor permit students to smoke or cause disturbances on the bus.
- m. Drivers and aides shall be neatly attired and wear an identification badge at all times. Behavior and communication shall be appropriate at all times.
- n. All drivers - including substitute drivers - must be thoroughly familiar with the areas and routes the driver covers. Drivers, either regular or substitute, shall have in their possession while driving a route, an up-to-date map of the route and/or drivers directions for the route they are driving, a list of the road hazards along the route, and must clearly display bus numbers in bus windows.
- o. Drivers shall not deviate from the normal route, stops or time schedule except for reasons beyond their control. Deviations shall be reported to the Transportation Manager, who shall report the same to the School District.
- p. The Contractor shall notify the School District if any driver is cited for any reckless driving offense whether driving a bus or personal vehicle.

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

The Contractor shall not utilize any driver who has ever been convicted of a DUI, reckless driving, or any criminal offense involving children.

- q. Prior to the start of the school year, the Contractor shall provide the School District with a copy of its drug testing policy for drivers listing of all the School District's assigned bus drivers, including standby drivers, or as requested by the School District. In addition, the Contractor will submit new driver information to the School District prior to the driver start date. The following information for all drivers involved in this Contract under employment of the Contractor will be provided to the School District two (2) weeks prior to the beginning of each school year. Costs relating to licensing and drug and alcohol testing of drivers and yearly physicals will be the responsibility of the Contractor.

- (i) Name – first, middle, and last.
- (ii) Valid permit number for drivers of school buses and copies of such permits.
- (iii) Proof of completion of the Illinois School Bus Driver Instruction Program and date of completion for school bus drivers.
- (iv) Health certificates and date issued.
- (v) Drivers license number and date of expiration.
- (vi) Evidence of freedom from tuberculosis.
- (vii) Proof of age.
- (viii) Proof of drug testing.
- (ix) Evidence of having passed the criminal background investigation including a full Illinois State Police and Federal Bureau of Investigation check.
- (x) First aid certificate.
- (xi) Any and all medications a driver may take, to include over the counter medications, to the extent the Contractor has the ability to respond.
- (xii) Name of any driver that is ticketed and/or arrested during the term of the Contract.
- (xiii) Updated Motor Vehicle Reports (MVR).
- (xiv) Documentation of training in Blood Borne Pathogen Training.

- r. The contractor shall not allow bus drivers to have any children (ride-alongs) riding the bus that is not assigned to the route.

3. Monitors/Aides.

Plainfield Community Consolidated School District No. 202

Bid Specifications and Conditions

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

- a. Due to the population served, regular bus monitors/aides or 1:1 bus aides are sometimes required. Bus aides are to be hired by the Contractor at the School District's request in accordance with all applicable laws and regulations. Aides may be required to possess special training, such as, in suctioning and seizures, and behavior management training. Training will be administered at the supervision of the School District program staff when needed. Aides requiring special program in servicing will need to be made available by the Contractor. Each Bidder's proposal shall include the hourly rate to be charged for bus aide services and that is the rate that shall be charged for all requested bus monitors.
- b. Any 1:1 bus aide may be removed should the student, to which the aide is assigned, cease the need for transportation.
- c. The following information for all monitors involved in this Contract under employment of the Contractor will be provided to the School District one week prior to the beginning of each school year. Costs relating to licensing and drug and alcohol testing of drivers, and yearly physicals will be the responsibility of the Contractor.
  - (i) Name – first, middle, and last.
  - (ii) Health certificates and date issued.
  - (iii) Evidence of freedom from tuberculosis.
  - (iv) Proof of age.
  - (v) Evidence of having passed the criminal background investigation including a full Illinois State Police and Federal Bureau of Investigation finger-print check.
  - (vi) Any and all medications to include over the counter medications, to the extent the Contractor has the ability to respond.
  - (vii) Documentation of training in Blood Borne Pathogen Training.

4. Training.

- a. The Contractor shall make all drivers and monitors available for the Contractor paid in-service training a minimum of twice a year, or in accordance with State law. Meetings and agendas shall be jointly planned by the Contractor and the School District. Presentations are intended to include information about the unique needs of the School District students (e.g., students with behavior, cognitive and physical disabilities).



**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

One (1) meeting shall occur before the start of the school year and one (1) meeting after the first of the year at a mutually agreed upon location.

The School District retains the right to design, participate in or authorize any such program prior to implementation. It is the intent of this training to foster positive student and driver relationships.

The School District reserves the right to hold up to school building specific Drivers' meetings with mandatory attendance.

- b. The Contractor shall hold safety meetings regularly for drivers and monitors.
- c. Evacuation drills will be scheduled by the District in conjunction with the Contractor at least once a year or in accordance with State law. Bus drivers, students, and transportation supervisory personnel shall participate. The Contractor shall provide the training and staff time to effectively execute these drills. Drills will normally be held on District's property during normal school hours. Evacuation time and expenses are to be paid by the Contractor.
- d. All drivers must participate in an orientation session scheduled and conducted on an annual basis by the Contractor as requested by the School District and/or the Contractor and shall attend whatever institutes, classes or seminars required or recommended by the Illinois State Board of Education.
- e. The Contractor shall administer a safety program for its drivers. This program shall include, but not be limited to, regularly scheduled safety meetings for the Contractor's personnel. A schedule of these meetings will be provided to the School District. A supervisor shall ride with every driver at least once each semester for the purpose of observing driving practices with respect to safety, mechanical operation, and conformance with applicable laws, rules and regulations, including adherence to published time schedules. The Contractor shall maintain a schedule of these rides and shall provide the School District with a monthly summary of driver evaluations conducted during the previous month. In addition, the School District designee may, from time to time, ride to observe driving practices.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**SAFETY AND DISCIPLINE**

1. Students shall be transported to and from school regularly, promptly, safely, and without interruption or incident and the safety of the children shall take precedence. It shall be a primary obligation of the Contractor to operate its affairs so that the School District will be assured of this continuous and reliable service. It is the driver's responsibility to ensure a safe environment during the transportation process.
2. It shall be the driver's responsibility for maintaining appropriate discipline. Incidents of inappropriate behaviors should immediately be reported in writing using a Bus Conduct Report to the Dean or designated administrator at the respective school of the School District. The driver is responsible only for discipline required to operate the bus safely, beyond this point, the driver should ask for assistance. If, in the opinion of the driver, the behavior of any person on the bus threatens or prohibits the driver from operating the bus without endangering passengers, the driver shall stop the bus and take whatever emergency action (if any) is necessary to ensure the safety of the passengers. As soon as reasonable thereafter, the driver shall report such occurrence to the Contractor's central dispatch. Final authority in matters of discipline shall rest with the School District.

All problems dealing with student safety and discipline that are beyond the driver's immediate ability to solve should be reported to the School District's Director of Transportation, Special Education Director, and school.

3. Under no circumstances may a driver refuse to transport a student without express consent from the Director of Transportation.
4. The driver shall, within twenty-four (24) hours of any disciplinary incident, advise the school principal or designee of all serious misbehavior on the bus and shall assist the administration in obtaining whatever information is desired with respect to each incident.
5. Drivers are expected to follow all instructions, rules and regulations for proper discipline and safe operation of buses as outlined by the Illinois School Bus Transportation manual.
6. All vandalism damages to the Contractor's equipment, fleet or facilities will be the responsibility of the Contractor. The School District will assist the Contractor in seeking restitution for malicious damage. The Contractor shall report to the School District's Director of Transportation all known pertinent information

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

- regarding incidents of vandalism including date, route and, if possible, name of the student.
7. While transporting students, drivers shall not leave the vehicle unattended.
  8. Drivers and aides will use the utmost care in assisting all students. No student will be dropped off unsupervised without prior approval from the School District. Drivers shall supervise the loading and unloading of their buses.
  9. Driver and/or aides are solely responsible for properly securing all wheelchairs and mobility devices. The Contractor is responsible for providing proper fitting harnesses or safety vests for those students designated as needing them. Bus personnel are responsible for making sure students are properly secured by parent/guardians at the home and District personnel at the schools. The Contractor is responsible for providing the training necessary in securing procedures for their driver/aide staff.
  10. No unauthorized persons shall be allowed in any vehicle while it is engaged in transporting students; however, the School District reserves the rights to have an authorized School District employee ride on any vehicle on any route, without prior notice to the Contractor. Rides by parents for personal reasons are expressly forbidden with exception to those receiving prior permission from the Contractor and the School District.
  11. Drivers shall not permit more passengers to occupy the bus than there are seats available and shall not permit passengers to stand or sit on the floor while the bus is in motion.
  12. All buses operated for the School District must be a smoke-free environment.
  13. Buses will not be fueled while students are on board.
  14. Starting of buses and idling of buses are not permitted during the loading and unloading of students except at bus stops off school grounds unless District approval has been granted. Exceptions can be granted by the Director of Transportation for extreme weather conditions.
  15. Drivers are required to walk through their bus to the rear at the end of each run, work shift or work day, immediately following the final stop to check for the following: students, lost belongings, and damage to property. The driver shall activate the interior lights of the bus to assist the driver in seeing in and under the seats during a visual sweep of the bus.

Plainfield Community Consolidated School District No. 202

Bid Specifications and Conditions

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

16. All buses are to be checked at least one hour prior to departure each day school is in session, as well as after each route or run and after each substitution of drivers.

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

**SERVICE REQUIREMENTS AND CONDITIONS**

1. School Calendar. All transportation will be in accordance with the School District and/or school calendar including provisions for holidays, institute days, early dismissal for in-service training, beginning time for the school day and ending time for the school day.

By March 1<sup>st</sup> or soon thereafter of each year of the Contract, the School District shall furnish the Contractor with a tentative School District calendar for the following year. Subsequent changes to the School District calendar will be furnished to the Contractor in a timely fashion. Attached is the approved School District calendar for the current school year, (Exhibit B).

2. Pick Up and Delivery of Students.
  - a. Students will be picked up and delivered to the same location unless directed otherwise by the School District's Director of Transportation. Special Education students are picked-up and delivered door-to-door. Students shall be delivered to an adult, older sibling, or latch key authorization from parent. No change in place of pick-up or drop-off for any student shall be affected without notice to and approval from the School District's Director of Transportation. Any deviation from this procedure must have the approval of the School District's Director of Transportation. If no adult or older sibling is home at the time of drop-off and there is no latch key authorization from the parent, the driver shall act in accordance with School District policies and shall contact the School District's Director of Transportation for the School District or his or her designee.
  - b. Students are to be delivered to school no earlier than ten (10) minutes and no later than five (5) minutes prior to the start of the school day unless other arrangements are mutually agreed upon between the Contractor and the School District. Buses shall be scheduled, when possible, to arrive at the schools no less than five (5) minutes prior to dismissal and shall depart as soon as all students have boarded the bus, delivering passengers to their respective bus stops within the times set forth above. Drivers shall not leave bus stops (student loading areas) prior to the scheduled time of departure. Bus drivers shall not drop off a kindergarten student unless a parent or adult approved by the parents is present to accompany the student. Bus drivers shall not deviate from the set routes or negotiate with parents regarding routes. The Contractor must contact the School District's Director of Transportation, the school, and the parent of the student when routes are ten minutes or more late. Such notification should

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

be made through electronic messaging to a group email list provided by the District.

- c. Homebound buses must be parked in place prior to the school dismissal bell and will not depart until released by a representative from the school.
3. Edulog Information. The District will provide the successful Contractor Edulog student documentation and specific medical information relevant to the student's transportation needs. The District will also provide arrival and dismissal times (attachment 3) at each school, and the school's calendar (attachment 2). However, deviations in schedules may occur from time to time and should be anticipated.

Subsequent to providing this list, information on children added or dropped from transportation shall be provided to the Contractor by the Director of Transportation in separate communications. Add(s) or drop(s) to bus routes will be implemented by the Contractor no later than the 3<sup>rd</sup> business day following notification from the District.

All pupil information obtained from the District or from pupils is to be considered proprietary and may not be shared with persons under the Illinois School Student Records Act, 105 ILCS 10/1 and subject to the approval of the School District..

4. Display of Route Number. The Contractor shall display on each bus a clearly visible route number or a numbering device on the side window next to front door.
5. Designated Students. Only pupils designated by the School District's Director of Transportation may be permitted to ride on buses operated by the Contractor under this Contract. Under no circumstances may a driver refuse to transport a student without express consent from the School District's Director of Transportation.
6. Adds and Drops. The School District shall provide information on children added or dropped from transportation to the Contractor in separate communications. Add(s) or drop(s) to bus routes will be implemented by the Contractor no later than the fifth business day following notification from the School District.
7. Absences. The Contractor is responsible for reporting any student absences in excess of three (3) consecutive days to the School District.
8. Informing Parents. The Contractor will be responsible for informing all parents of scheduled pick-up and return times at the start of the school year. The Contractor shall maintain a consistent schedule with regard to pick-up and return times.

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

9. No Vehicle Transfers. No student will be transferred from one vehicle to another while en route to or from school without the expressed permission of the School District's Director of Transportation. The only exception to this rule will be a vehicle breakdown situation.
10. Accurate Records. The Contractor will keep accurate records of the number of days per month a special education student is scheduled for transportation. All pupil information obtained from the School District or from pupils is to be considered proprietary and may not be shared with any person except in compliance with the Illinois School Student Records Act, 105 ILCS 10/1, and subject to the approval of the School District.
11. Public Relations. The Contractor, in cooperation with the School District, shall cooperate with the community and news media so that any pertinent items affecting the transportation program or the patrons of the School District can be brought to the attention of the public.
12. Vehicle Break Downs. If during normal school hours a bus breaks down or cannot be safely or legally operated, another bus will be brought to the driver within twenty (20) minutes of the occurrence of the breakdown. The Contractor shall keep sufficient standby vehicles to enable the Contractor to meet this requirement. The Contractor shall also notify the school district contact by phone and text message. The school district shall provide annually a list of the school district contacts to the Contractor.
13. Accidents.
  - a. In the event of an accident in which students are on board, the Contractor is responsible for notifying the Director of Transportation and then the specific school where the students attend by telephone within ten (10) minutes, and then by written report filed within twenty-four (24) hours.

The Contractor is responsible in the event of any accident to follow established procedures, including the prompt obtaining of any necessary medical assistance, the notification of the responsible police department and to assist the District in parental notification if so requested.

- b. In the event of an accident where the driver is in part or in whole responsible for the accident, a substitute driver and bus must be provided to comply with the State Mandate of testing the driver under the Implied Consent Statutes. It is the Contractor's responsibility to determine the road worthiness of any vehicle involved in an accident.

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

14. Emergencies and Evacuations. In an emergency closing, the Contractor will follow instructions from the School District's Director of Transportation and shall provide the required transportation within 15 minutes after the School District's request. The Contractor shall not receive additional compensation for operation during emergency closings. Emergency procedures will be reviewed each year by the School District Superintendent and/or designee and the Contractor before publication to schools and parents. The Contractor will work with the School District to create an emergency plan describing the actions the driver and aide will take should a bus accident occur.

The Contractor will work with the School District in all matters concerning emergency school evacuations, lock downs, and relocation of students via transportation to alternate locations. It is the Contractor's responsibility to in-service all drivers regarding the emergency plan. A copy of the plan shall be maintained in each vehicle.

Updated emergency data on the students being transported in any vehicle will be required to be available at the operating base.

In an evacuation closing, the Contractor will follow instructions from School District's Director of Transportation. The Contractor shall not receive additional compensation for operation during evacuations.

15. Service Interruption. In the event that service is interrupted for more than twenty-four (24) hours by reason of work stoppage or any other event, which prevents the Contractor from furnishing service, the School District shall maintain the right to secure and substitute other transportation services.

If the cost of the substitute transportation services are higher than the Contractor's cost (agreed upon in the Contract), then the Contractor shall pay the difference between its charges and the charges of the substitute company, provided, however, that the School District may, at its discretion, elect to make a claim for any such difference against the Contractor's Performance Bond.

If necessary to reschedule the days lost because of the Contractor's failure to perform, the Contractor shall provide bus service in accordance with this Contract for each day rescheduled at no cost to the School District.

16. Postponement or Cancellation of Bus Routes. In the event of severe weather conditions, snow or other inclement weather which creates hazardous driving conditions, the Contractor shall have the responsibility to notify the Director of Transportation by 4:45 am if they are capable of full operations (buses and drivers) to service the District.



**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

The School District's Superintendent or designated representative shall then decide whether to alter, postpone or cancel bus routes or schedules. The Contractor shall receive no compensation for routes not serviced as a result of inclement weather.

The School District reserves the right to change route times as determined by the Superintendent or designated representative.

17. Reduction in Student Attendance Days. If student attendance days fall below 176 days by ten or more days, the parties may engage in good faith negotiations to adjust Contractor rates prior to the end of the then current school year. If the parties cannot reach an agreement regarding rates, either party may terminate the agreement after providing the other party with 90 days prior written notice.
18. Management Review Meetings. The School District reserves the right to call quarterly management review meetings between the Contractor's senior management and the School District to review ongoing operational performance.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**ROUTES AND SCHEDULES**

1. Development of Routes. The Contractor shall develop all schedules and routes based on stop and rider information provided by the School District whenever requested. Routes shall be designed to provide one-way transportation riding time normally not to exceed 55 minutes. The Contractor agrees that information is not to be shared with anyone unless the School District agrees in writing to such disclosure. All schedules and routes are subject to approval by the School District. Final determination of the routing rests with the School District. The Contractor will supply the School District with a written summary that details their route scheduling competencies and proficiencies as well as a timeline of how they expect to be ready for the first day of school. The Contractor will identify to the School District their intent to operate these routes as unpaired routes or paired routes with those of another School District, which paired routes with another School District shall be subject to the School District's written approval. The District has the right to add temporary stops to the run within the route that does not go beyond the drivers' paid time at no additional fee.
  
2. Establishment of Routes. Preliminary routes shall be established no later than August 1 of each school year. Final routes shall be established no later than three (3) days prior to the first day of student attendance. After schedules are established, the Contractor shall insure that all buses will meet the schedules in order to avoid disruption at the student's home and at the School District. The School District shall establish the starting and closing times for individual classes and students. The School District may permanently alter starting and closing times.
  
3. Changes to Routes. Once the routing plan has been fully approved by the District, the Contractor without the consent of the District may not change it. Changes may be agreed to via telephone, but must be confirmed within three (3) business days by written message with the Director of Transportation. The District may require route changes based upon changing student population or other needs. Out of necessity, many students are added to programs after the initial data is submitted. Up to two (2) full working days advance notice shall be given for the addition of students, change in students' schools, or any contemplated route changes by either party to the Contract. The Contractor will agree to establish new routes and accommodate new students within two school days of being advised of any new students. All changes are subject to the approval of the School District. The Contractor shall attempt to minimize the costs to the School District by revising routes to require the minimum number of vehicles. The Contractor is encouraged to review on an ongoing basis, established routes, stops and times and make suggestions which may result in

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

- more efficient service to the students. The School District retains the right to reduce/increase the number of routes.
4. Recommended Changes. The final established bus routes will be followed exactly by the bus driver. Any changes that are presented to a driver by a parent or member of the community will be referred to the School District for a decision. Any changes the driver feels should be made for convenience must be approved by the School District. The School District reserves the right to specify the type of vehicle used on all routes.
  5. Route Sheets. Upon the establishment of all routes in the summer/fall of each year, and the approval by the School District, the Contractor will supply the School District with route sheets, within the first two (2) weeks of the opening of school. The School District programs may start on varying schedules. Route sheets must indicate the route number, the name of each student riding the route, the pickup time for each student, and the time each student is dropped off after school. Deadhead time on either end of a route is limited to thirty (30) minutes or less. The Contractor will arrange routing so as not to blend the School District students with those of another contract, unless permitted by the School District. A full updated set of route sheets will be provided to the School District upon request and, if requested by the School District, shall be provided in an electronic format. Decisions involving the amendment of a route will be done only with the approval of the School District.
  6. Ridership Reports. The Contractor shall submit to the School District on an “as requested” basis a Ridership Report covering one week for each “To and From” school route for each school building. The report shall indicate seating capacity of the vehicle serving the route and the number of students entering the vehicle at each pick-up point for each route and the times for each pick-up. The purpose of the Ridership Report is to ensure that routes are efficiently loaded and to provide data on which to base decisions regarding route removal, combination and expansion. The Contractor shall provide ridership counts to the School District upon request.
  7. Data. Student data submitted shall include the number of students to be transported as known at that time and any special transportation requirements related to these students, such as:
    - a. Length of trip;
    - b. Pick up and drop off points;
    - c. School District start and ending times;
    - d. School District calendar; and
    - e. Special equipment or special need.

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

*The following specifications and conditions will be incorporated as part of the final contract.*

8. Start of Year; each driver shall complete:

- a. Dry-Runs. Prior to the first day of school each year the Contractor shall, on the date and time prescribed by the School District, conduct a “dry-run” of all routes. The driver assigned to the route shall perform the dry-run. All dry-runs will be accomplished at no cost to the School District. Each time a new driver is assigned to a route the newly assigned driver shall dry-run the route. The dry-run will not be required for standby drivers who cover a route for the regularly assigned driver, unless requested, in advance, by the School District. If the School District has an orientation day prior to the first day of school, the School District may request that students be permitted to ride on the buses used for the dry-runs.

Dry-Runs should be practiced by the drivers prior to the mock-run for accuracy. The Mock-Runs are announced to the community so that parents can witness the actual schedule day.

- b. Mock Runs. Prior to the first day each school year, the Contractor shall on the prescribed day by the School District complete a full mock school day of all runs of the driver complete route.
- c. Dry-Runs and Mock-Runs are to be completed at no cost to the District.

9. Review for Hazards. As recommended by the Illinois State Board of Education, all bus routes should be reviewed by the Contractor twice a year for hazards. The Contractor will review all routes according to Illinois State Board of Education guidelines and report findings to the School District.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**FIELD / SHUTTLE TRIPS**

1. Each school that conducts a field trip shall schedule at least one faculty member or other approved adult supervisor on each field trip/shuttle bus.
2. Field trips shall be scheduled by the principal/designee of the school through the District Transportation department, requesting the trip at least seven days in advance of the field trip.
3. The Principal at no charge may cancel field trips when the cancellation occurs not less than 24 hours prior to the field trip. Bidders wishing to do so may attach to their bid a schedule of cancellation charges for field trips, which are canceled without at least one calendar days advance notice.
4. Trips cancelled due to severe weather up to two (2) hours prior to the trip time will incur no charge. Trips cancelled within three (3) hours will be charged the minimum two (2) hour rate.
5. Rate

A trip is defined as the transport of a student or the maximum number of students the bus is legally able to carry from the first point of student pick-up to the trip destination and return to a final point of student drop-off (Pre-K through 12<sup>th</sup> grade).

A shuttle is defined as a combination of a field trip pick-up/drop-off at one designation within the start and end time of the trip that transports a student or the maximum number of students the bus is legally able to carry.

A field trip shall be subjected to a minimum charge of two (2) hours for any trip requested.

- a. **Cost Per Hour.** Time and mileage charges begin and end at the school. Drivers must arrive 15 minutes prior to the scheduled departure time to allow for loading of students. Charges will be billed in 15 minute increments.
- b. **Drop & Pick.** All trip buses, unless mutually agreed upon by the Contractor and District, will stay at the designation point for the entire duration of the field trip. Where feasible, the District has the right to request a drop-off and pick-up at a later time if the bus and driver do not need to stay at the assigned location.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**PENALTIES**

1. The Contractor selected agrees that the highest standards of delivery service are expected to be provided to the School District at all times during the term of this Contract.
2. The School District reserves the right to withhold certain payments in part or in whole based on the Contractor's performance under the terms of this Contract. By accepting this Contract, the Contractor agrees that in the event of the specific service violations listed herein, that sums listed under each occurrence may be withheld from the next subsequent payment due the Contractor.

Conditions such as weather, traffic accidents that impede traffic, and construction that are outside of the Contractor's control will not result in the assessment of a penalty for applicable situations outlined below, provided that the Contractor provides reasonable notice to the School District's Director of Transportation for the School District of the event and the School District's Director of Transportation, in his or her discretion, determines that the Contractor's reason for the service violation is valid. The School District's Director of Transportation will utilize current service expectations when assessing penalties.

- a. Late AM drop off at school program site after final bell to the School District's Director of Transportation, **\$100 per occurrence.**
- b. Late PM arrival at school site after dismissal bell to the School District's Director of Transportation, **\$100 per occurrence.**
- c. Failure to operate a route without 24 hours prior notice to the District, **\$750 per occurrence.**
- d. Camera system non-operational. **\$500.00 per occurrence.**
- e. Leaving a child on a bus after the bus driver has completed the last stop, **\$10,000.00 per occurrence.**
- f. Starting or idling buses before students have all loaded and unloaded at school, when students load in a fashion where they must walk between buses, without prior District approval. **\$1,000.00 per occurrence.**

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**AWARD OF CONTRACT**

1. A contract, if awarded, will be awarded based on the criteria set forth in 105 ILCS 5/10-20.21(a) (xvi). Thus, the Contract will be awarded by first considering, in the School District's sole discretion, the Bidder most able to provide safety and comfort for the pupils with special needs or disabilities (which consideration shall be based on, without limitation, the Bidder's safety record, recommendations, and equipment), stability of service (which consideration shall be based on, without limitation, the Bidder's experience, years of serving special needs students and financial stability), any other factors set forth in these Bid Documents regarding quality of service, and then price. A form of the contract is included as Exhibit Q to these specifications. The successful bidder agrees to execute a contract in substantially the form of the contract attached as Exhibit Q with the School District.
2. The School District reserves the right to reject any or all bids received whenever such rejection is in the interest of the School District and reserves the right to waive any irregularities. The School District also reserves the right to reject the bid of a Bidder who has previously failed to meet the terms of this or similar contracts or fails to demonstrate the ability to meet the terms of this Contract.
3. The following qualifications will be considered by the School District to determine the Bidder's eligibility:
  - a. The ability to provide safety and comfort for pupils with special needs or disabilities.
  - b. Stability of service.
  - c. The ability to perform the service required within the specified time; whether the Bidder has failed to meet time requirements for the School District or other school districts in rendering past services.
  - d. The experience and efficiency of the Bidder.
  - e. The sufficiency of the financial resources and the ability of the Bidder to perform the Contract and provide the services.
  - f. The quality, availability and adaptability of the equipment, or contractual services, to the particular use required.
  - g. The condition of and/or availability of the equipment to be used by the Bidder.

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

- h. The ability of the Bidder to provide maintenance and service in the performance of the Contract.
  - i. The location of the Bidder’s facilities for housing and servicing transportation vehicles.
  - j. The ability of the Bidder to recruit, train, and supervise the personnel necessary to fulfill this Contract.
  - k. The quality of references from previous contracts or services; whether with the School District or another organization. The School District reserves the right to reject a low bidder that receives poor recommendations from other school districts.
  - l. The compliance by the Bidder with laws, ordinances and policies.
  - m. Such other information as may be secured by the School District that bears on the decision to make the award.
  - n. Price of the bid.
4. The District will compute the cost of Special Education based on the below. If there is an increase or decrease in any of the categories in any school year during this Contract, the successful Bidder shall have no authority to charge more than the bid award cost. For example, if a bidder bids a total of \$3,400 for 34 single routes for the 2022-2023 School Year, the Bidder will not be authorized to charge more than \$100 for a single route in that School Year regardless of actual number of single routes. The Bidder shall provide a dollar figure for each run or route listed in Exhibits G-I.

<b>Route / Run</b>	<b># of Buses</b>
Single run	02
Single route	13
Single route and single run	11
Double route	33
Double route and single run	23
Triple route	03
Triple route and single run	02
Midday run	48
Projected mileage per day greater than 10 miles beyond the District boundary	2,500



Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

<b>Trips (field and other special trips)</b>	<b># of Trips</b>
trips of <b>15</b> miles and <b>2</b> hours of traveling time	100
trips of <b>30</b> miles and <b>3</b> hours of traveling time	100
trips of <b>60</b> miles and <b>4</b> hours of traveling time	100
trips of <b>80</b> miles and <b>5</b> hours of traveling time	100

Bus Monitor	40 personnel
-------------	--------------

5. Additional information:

- The bus usage above represents an average day for the 2019-2020 school year. Exhibit E represents the actual bus usage on 2/25/2020.
  - o Special Education miles for the 2019-2020 school year = 737,133
  - o 2021 Extended School Year (summer school) sample day :
    - 66 buses daily, one (1) route each
      - 42 buses = in-district
      - 24 buses = outside facilities
    - 23 monitors
- Car Seat and Harness Needs
  - o Car Seats:
    - Early Childhood = 100 (estimated)
    - Elementary = 50 (estimated)
  - o Harness:
    - Elementary = 25 (estimated)
    - Middle = 20 (estimated)
    - Outside Placement = 20 (estimated)
- Run = the transportation of students one-way.
- Route = the transportation of students two-way trip
- Midday charges will apply to:
  - o Kindergarten midday runs, *and*
  - o a run that is not a continuation of an am/pm run after more than one and half (1 ½) hours
- To determine **destination locations** more than 10 miles outside of the District boundaries, measurement is taken from the boundary edge

Plainfield Community Consolidated School District No. 202

Bid Specifications and Conditions

**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**

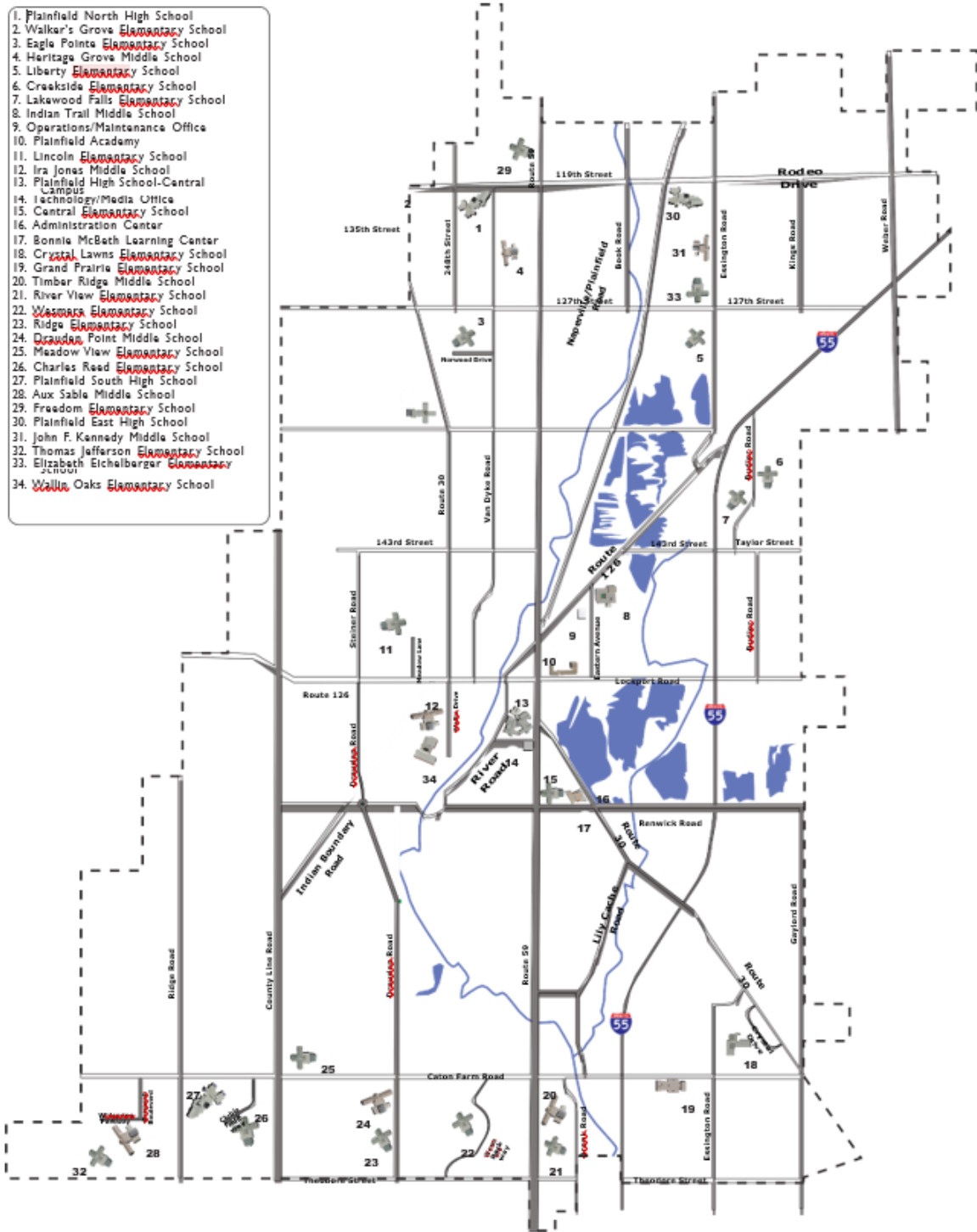
*The following specifications and conditions will be incorporated as part of the final contract.*

geographically to the outside placement. Refer to Exhibit A for District boundary map.

- To calculate **mileage cost** for locations determined to be more than ten (10) miles outside of the District boundary, mileage will be calculated from the Administration Center address, 15732 Howard Street, Plainfield, directly to the route final destination point.
- Trip numbers are approximated for use in bid calculation only.
  - o The number of extra trips using special education buses for the 2019-2020 school year = 387 trips covering 6,312 miles. Shut down in March of 2020 decreases this number slightly.

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT A : DISTRICT BOUNDARY MAPS**



Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT B: DISTRICT CALENDAR**

**PLAINFIELD COMMUNITY CONSOLIDATED SCHOOL DISTRICT 202  
 2022-2023 SCHOOL CALENDAR**

August					September				
M	T	W	Th	F	M	T	W	Th	F
1	2	3	4	5				1	2
8	9	10	11	12	5	6	7	8	9
15	16	17	18	19	12	13	14	15	16
22	23	24	25	26	19	20	21	22	23
29	30	31			26	27	28	29	30

October					November				
M	T	W	Th	F	M	T	W	Th	F
3	4	5	6	7		1	2	3	4
10	11	12	13	14	7	8	9	10	11
17	18	19	20	21	14	15	16	17	18
24	25	26	27	28	21	22	23	24	25
31					28	29	30		

December					January				
M	T	W	Th	F	M	T	W	Th	F
			1	2	2	3	4	5	6
5	6	7	8	9	9	10	11	12	13
12	13	14	15	16	16	17	18	19	20
19	20	21	22	23	23	24	25	26	27
26	27	28	29	30	30	31			

February					March				
M	T	W	Th	F	M	T	W	Th	F
		1	2	3			1	2	3
6	7	8	9	10	6	7	8	9	10
13	14	15	16	17	13	14	15	16	17
20	21	22	23	24	20	21	22	23	24
27	28				27	28	29	30	31

April					May				
M	T	W	Th	F	M	T	W	Th	F
3	4	5	6	7	1	2	3	4	5
10	11	12	13	14	8	9	10	11	12
17	18	19	20	21	15	16	17	18	19
24	25	26	27	28	22	23	24	25	26
					29	30	31		

June					July				
M	T	W	Th	F	M	T	W	Th	F
			1	2	3	4	5	6	7
5	6	7	8	9	10	11	12	13	14
12	13	14	15	16	17	18	19	20	21
19	20	21	22	23	24	25	26	27	28
26	27	28	29	30	31				

	No Student Attendance
	* SIP/Early Release Day; HS (7:05-11:15), MS (7:55-Noon), ES (9:05-12:45), Lakewood Falls (8:55-12:35) NO Pre-K

Emergency Days : May 26, 30, 31, June 1-2  
 If emergency days are needed, school will not be held on  
 Memorial Day - May 29, 2023

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT C: SCHOOLS/HOURS**

	<b>Full Day</b>	<b>Early Release</b>	<b>AM *** Kindergarten</b>	<b>PM *** Kindergarten</b>
High Schools	7:05 - 2:10	7:05 - 11:15	N/A	N/A
Middle Schools	7:55 - 2:55	7:55 – 12:00	N/A	N/A
Elementary Schools (except Lakewood Falls)	9:05 - 3:40	9:05 - 12:45	9:05 - 11:50	12:55 - 3:40
Lakewood Falls	8:55 - 3:30	8:55 - 12:35	NA	NA
**Elementary Star Plus Program (Central )	8:55 - 3:30	8:55 - 12:35	N/A	N/A
**This is the only special need program approved to adjust their school times. *** AM/PM Kindergarten does not meet on early release days.				

<b>Plainfield Academy</b>	<b>Full Day</b>	<b>Early Release</b>
First (1 <sup>st</sup> ) Tier	7:45 - 1:21 HS 7:45 – 1:43 MS	7:45 - 11:01 HS 7:45 – 11:50 MS
Second (2 <sup>nd</sup> ) Tier – HS ONLY	8:35 - 2:14	8:35 - 11:54
Turn-about Program	12:27 – 5:41	12:27 – 4:37
P-Step Program	8:00 - 2:00 PA 7:30 – 2:10 JJC	8:00 - 12:15 PA 7:30 – 11:45 JJC

<b>Bonnie McBeth</b>	<b>AM</b>	<b>PM</b>
Early Childhood	8:00-10:30	12:30-3:00
Special Need Full Program / Autism	8:00-1:00	10:00-3:00
Early Childhood does not meet on early release days of school.		

St. Mary's Catholic School	8:20 - 3:15
----------------------------	-------------

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT D: 2021-2022 OUTSIDE FACILITIES**

Facility Name	Address	City	Zip Code
Acacia Academy	6425 S. Willow Springs	La Grange	60525
Camelot	1220 Bond St.	Naperville	60563
Center For Disability Serv Int.	311 South Reed St.	Joliet	60436
Clare Woods Academy	125 E. Seminary Ave	Wheaton	60187
Easter Seals South	17300 S Ozark Ave	Tinley Park	60477
Elim Christian School- Intensive	1320 S Central	Palos Heights North	60463
Fox Tech School	195 Poplar Place	Aurora	60542
Giant Steps	2500 Cabot Drive	Lisle	60532
Guiding Light Academy Central	7155 Janes Avenue	Woodridge	60517
Guiding Light Academy West	247 Brook Forest Avenue	Shorewood	60404
Guiding Light Academy	1051 Internationale Parkway	Woodridge	60517
Helping Hand School	9649 W 55th Street	Countryside	60525
Hopewell School Joliet	1009 S. Briggs St	Joliet	60433
Krejci Academy	27555 Diehl Road	Warrenville	60555
Lemont High School	800 Porter St.	Lemont	60439
Menta Academy Plainfield	14421 S. Wallin Drive	Plainfield Arlington Heights	60544
NewHope Academy	3250 N. Arlington Heights Rd	Heights	60004
Oswego High School - Public	4250 Route 71	Oswego	60543
Parkland Prep Academy	27040 W. 127th Street	Plainfield	60585
Premier Academy	7700 Ashley Road	Morris	60450
River Valley School	15425 E.127th Street	Lemont	60439
SEAL Lombard	240 E. Progress Rd	Lombard	60148
SEAL South Romeoville	1265 Naperville Dr. Unit C & D	Romeoville	60446
St. Coletta's of Illinois	18350 Crossing Dr	Tinley Park	60487
Technology Center of DuPage	301 S. Swift Road	Addison	60101
Thompson Instructional Center (Joliet)	1020 Rowell Ave	Joliet	60433
Trinity School	1361 East.Lincoln Hwy	New Lenox	60451
Winston Knolls School (Formerly Bancroft)	2353 Hassell Ste 11 Suite A,B,C,D	Hoffman Estates	60169

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT E: Bus Usage Examples: February 25, 2020**

2.25.20	BUS #	AM ROUTES	MID DAY ROUTES	PM ROUTES	LATE ROUTES
1	M1449	PA HS 7:45/PA HS 8:35	TBT	PA HS 1:20/PA HS 2:15	
2	M1027	JJC/JJC-BMB/TJ	EP-Home 12:00	JJC/TJ	
3	M7077	HG/BMB (FDM) 8:30		HG/WG	
4	M1463	JFK/CS		HG-PA-PA-JFK/JFK	
5	M1223	BMB 8:00/BMB 10:00	BMB 10:30	BMB 1:00/PCH/BMB 3:00	
6	W1330	Pstep/RV	Home-LB 12:50	BMB to Pstep/RV	
7	M1211	Parkland/WG		Parkland	
8	M1215	IJ/RV	BMB(RI)-Home 12:20	PSH/IJ	
9	W1202	HG/WE	PA-BMB	PCH/HG/WE	
10	M1218	Bancroft		Bancroft	
11	M822	JFK/MV		PA-Taps HS 1:20/JFK	
12	M1204	PSH/Krejci		Krejci	TBT
13	W1248	IT/TJ		PNH/IT	
14				PA HS-Tap 2:15/GP	
15	M826	Glen Oaks-West		Glen Oaks-West	
16	M1025	Lemont/Old Quarry/WE		Lemont/Old Quarry	
17	M1213	BMB 8:00/LI	BMB 10:30	BMB (CR) 2:50	
18	M1207	Helping Hands		Helping Hands	
19	W1213	BMB 8:00/FDM	BMB 10:30/BMB 12:30	BMB 1:00	
20	M1220	BMB 8:00/LB/BMB 10:00	BMB 12:30	BMB 3:00	
21	W1331	PNH/Giant Steps	BMB 10:30	Giant Steps	
22	M1105	JJC/CS		JJC/EE	
23	M1265	PSH/IJ/CL/Wilco		JJC/CL	
24	M914	PEH/PEH-JJC/RV		PEH/RV	
25	W1208	PEH/St. Coletta		St. Coletta	
26	M1104	MV/JJC-PEH		PCH/MV	
27		CS		CS	
28	M905	Oakwood		Oakwood	
29	W1346	Oswego/LB	PCH-JJC 11:30	PA-PNH 12:30 PM/Oswego 1:30/LWF	
30	M1226	PCH/Guiding Light-Woodridge	GL-WE 11:45	PA MS 1:45/Guiding Light-Woodridge	
31	M1208	PCH/Guiding Light-West	BMB (FDM) 12:20	PA Tap HS 2:15/Guiding Light-West	
32	W1434	PNH/LWF	LWF-Home 11:45	PNH/IJ	
33	M901	PCH/HG/JJC-PSH 9:20		PCH/WE	
34	W1207	Camelot		Camelot	
35	M1304	Elim		Elim	

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

36	M1106	TR/Premier	BMB (RI) 11:00	TR/Premier	
37	M1007	AS/MV		AS/MV	
38	M1300	BMB (RI) 8:30	BMB (RI) 11:00	BMB (FDM) 2:30	
39	W1204	Pstep/CE	FDM-Home 11:50	Pstep/HG/CE	
40	M1342	PEH/PA-TAP HS 7:45/CR	PA-Wilco 12:00	PEH/LB	
41	M1200	PEH/PA-TAP HS 7:45/TJ		PEH/TJ	
42	M7050	PA MS TAPS 7:30/PA HS 8:35		PA MS TAPS 1:45	
43	M1102	DP/CR		PA MS 1:45/DP/CR	
44	M1461	Krejci		Krejci/TJ	
45	M1206	Trinity		Trinity	
46	M1220	PEH/Pstep 7:45/EE		PEH/EE	
47	M1210	PA HS 7:45/FDM 8:30	BMB 10:30	PA 115/PA 2:15/BMB (CR) 2:50	
48	W1433	PNH/RV	WG-Home 12:00	PNH/HG/RV	
49	M1024	JJC	PNH-JJC 11:30	JJC/LI	
50	M1219	PA-MS 7:45/LWF		PEH/LWF	
51	W1329	PEH/LB	Home-Fdm 12:30	PEH/LB	TBT
52	M821	PA-MS 7:45/CE		PSH/CR	
53	M904	JFK/WE		PCH/JFK	
54	M1028	PSH/IJ/EP	BMB (CR) 12:30	PSH/EP	
55	M911	Thompson/BMB (RI) 8:30		Thompson	
56	W1249	Seal-Romeoville		Seal-Romeoville	
57	M1225	PCH/Giant Steps	HG-PA/PA-PNH	Giant Steps	TBT
58	M1325	PA-Tap HS 7:45/Guiding Light-West	BMB 10:30	PA TAP HS 1:20/Guiding Light-West	
59	W199	BMB 8:00/PSH-PA/BMB 10:00	BMB 10:30/BMB 12:30	BMB 1:00/PCH/BMB 3:00	
60	M809	Bridge	BMB-JJC 10:30	Bridge/EP	
61	9584	Hinsdale		Hinsdale	
62	M1033	BMB 8:00/BMB (CR) 9:45	BMB 12:30	BMB (RI) 1:30/BMB 3:00	
63	M1324	BMB 8:00/PCH-PA/BMB 10:00	BMB 12:30	BMB 1:00/BMB 3:00	
64	M7086	Acacia/Holtz		Acacia/Holtz	
65	M813	PA TAPS HS 7:45/PA Taps 8:35		PA HS TAP 2:15/CS	
66	W1215	DP/TJ	BMB (FDM) 11:00	PNH/DP/TJ	
67	W1206	HG/LWF/PEH-PA 9:05	TBT	PA-MS 1:45/HG/RV	
68	M1323	PA-MS 7:45/CE		PA-MS 1:45/IJ	
69	M806	IJ/MV	BMB 12:30	JJC/MV	
70	M1327	BMB 8:00/BMB (FDM)	BMB 10:30	BMB (RI) 1:30/IJ	



Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

71	M1009	IJ/EE		PA HS Taps 1:20/IJ	
72	M7006	PA HS 7:45/PA-Tap HS 8:30	TBT	PA HS 1:20/PA HS 2:15	
73	W15197	BMB 8:00/BMB (CR) 8:30/BMB (CR) 9:45	CR 11:00	JJC/FDM 3:30	
74	M805	DP/EP	BMB 12:30	DP	
75	W1309	PNH/LB		PNH/LB	
76	M1302	PEH/BMB (RI) 8:30/RI		PEH/RI	
77	M1203	PSH/PSH-JJC/CR		PSH/CR	
78	M1222	BMB 8:00/BMB (RI) 8:30	BMB (FDM) 11:00	BMB 1:00/BMB 3:00	
79	M1214	PCH/New Connectons/PCH-PA		New Connections	
80	M1101	Wilco/GP		Wilco/CE	
81	M1201	PCH/PA MS-Taps 7:45/BMB (LB) 8:30	BMB (LB) 11:00/BMB (LB) 12:20	Pstep/BMB (LB)/CS	
82	W1211	PNH/Homeless Braidwood student to PA/EP	CS-Home 11:50	PNH/EP	
83	M1322	PSH/PNH/CE		PA Tap-PSH/PSH/BMB (RI)/CE	
84	M827	Pstep/EE	PSH-JJC 11:30	Pstep/EE	
85	M823	PA TAPS 7:45/WE		WE	
86	M1303	Guiding Light-West		PA HS 1:20/Guiding Light-West/MV	
87	M1212	UCP		UCP	
101		Core	WE-Home 11:50	Core	

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT F: Extra Trips September 1 – December 14, 2018**

School Requesting	Group	Location	Date	Dep. Time	Ret. Time	Pass.
Plainfield Academy	P-Step	Bags of Hope	09/04/18	12:00:00	01:40 PM	13
Plainfield Academy	P-Step	Hopeful Tails Animal Rescue	09/04/18	09:00:00	10:40 AM	13
Ira Jones	FBI	Target (Plainfield)	09/06/18	13:00:00	02:30 PM	25
Plainfield South	SCORE	Subway (Plainfield)	09/06/18	11:00:00	12:15 PM	16
Plainfield South	SCORE	Jewel-Osco Stores (Caton Farm Rd.)	09/06/18	09:15:00	10:15 AM	16
Plainfield South	SCORE	Dollar Tree-Joliet	09/06/18	09:15:00	11:15 AM	16
Drauden Point	FBI	Kohl's Department Stores (Caton Farm Rd.)	09/07/18	09:15:00	01:00 PM	49
Eagle Pointe	FBI	Jewel-Osco Stores (135th St.)	09/07/18	09:45:00	11:15 AM	30
Heritage Grove	Field Trip	Kohl's Department Stores (119th St.)	09/07/18	09:30:00	11:00 AM	10
John F. Kennedy	FBI	McDonald's (Plainfield - Route 59 / 127th St.)	09/07/18	12:00:00	01:30 PM	30
Plainfield Academy	P-Step	Panera Bread (127th / Rt. 59)	09/07/18	12:00:00	01:30 PM	13
Plainfield Academy	P-Step	Panera Bread (Caton Farm)	09/07/18	09:00:00	10:50 AM	13
Plainfield East	SCORE	Jewel-Osco Stores (135th St.)	09/07/18	12:15:00	01:30 PM	61
Plainfield Academy	P-Step	Wal-Mart (Plainfield)	09/10/18	12:00:00	01:30 PM	13
Plainfield Academy	P-Step	Hopeful Tails Animal Rescue	09/11/18	09:00:00	11:00 AM	13
Ira Jones	FBI	Plainfield Lanes	09/12/18	11:15:00	01:15 PM	25
Plainfield South	SCORE	Subway (Plainfield)	09/13/18	11:15:00	12:45 PM	16
Plainfield South	SCORE	Dollar Tree-Joliet	09/13/18	09:15:00	10:45 AM	16
Plainfield South	SCORE	Jewel-Osco Stores (Caton Farm Rd.)	09/13/18	08:30:00	09:30 AM	16
Drauden Point	FBI	Hammel Woods	09/14/18	10:00:00	01:00 PM	49
Heritage Grove	Field Trip	McDonald's (Plainfield - Route 59 / 127th St.)	09/14/18	11:30:00	12:45 PM	10
John F. Kennedy	FBI	Target (Plainfield)	09/14/18	08:30:00	09:45 AM	30
Plainfield Academy	P-Step	YMCA (CW Avery Family)	09/14/18	09:00:00	11:00 AM	13
Plainfield Academy	P-Step	YMCA (CW Avery Family)	09/14/18	12:00:00	01:30 PM	13
Plainfield East	SCORE	McDonald's (Plainfield - Route 59 / 127th St.)	09/14/18	10:45:00	12:45 PM	61
Plainfield East	SCORE	Burger King (Plainfield-Northend)	09/14/18	10:45:00	12:30 PM	29
Plainfield Academy	P-Step	Hopeful Tails Animal Rescue	09/18/18	09:00:00	11:00 AM	13
Ira Jones	FBI	Plainfield Public Library	09/19/18	13:00:00	02:30 PM	25

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

Ira Jones	ED	Lincoln Marsh Natural Area	09/19/18	08:00:00	02:00 PM	17
Ira Jones	FBI	Plainfield Public Library	09/20/18	13:00:00	02:30 PM	25
Plainfield South	SCORE	Buffalo Wild Wings	09/20/18	11:00:00	01:00 PM	16
Plainfield South	SCORE	Wal-Mart (Plainfield)	09/20/18	11:45:00	01:30 PM	16
Plainfield South	SCORE	Crispy Waffle	09/20/18	09:15:00	11:30 AM	16
Drauden Point	FBI	Wal-Mart (Joliet)	09/21/18	09:15:00	10:35 AM	29
Heritage Grove	Field Trip	Target (Plainfield)	09/21/18	09:30:00	10:45 AM	10
John F. Kennedy	FBI	Jewel-Osco Stores (135th St.)	09/21/18	08:30:00	09:45 AM	30
Plainfield Academy	P-Step	Ready Set Ride	09/21/18	12:00:00	01:30 PM	13
Plainfield Academy	P-Step	Ready Set Ride	09/21/18	09:00:00	10:50 AM	13
Plainfield East	SCORE	Target (Plainfield)	09/21/18	12:00:00	01:15 PM	29
Plainfield East	SCORE	Wal-Mart (Plainfield)	09/21/18	12:00:00	01:15 PM	29
Plainfield North	CBI	Culvers (Plainfield - Rt. 59 / 135th St.)	09/21/18	11:00:00	12:45 PM	16
Plainfield Academy	P-Step	Bags of Hope	09/25/18	12:00:00	01:30 PM	13
Ira Jones	FBI	Yogurt Beach	09/27/18	12:30:00	02:30 PM	25
Plainfield North	CBI	Aldi	09/27/18	12:00:00	01:15 PM	19
Plainfield South	SCORE	Kohl's Department Stores (Caton Farm Rd.)	09/27/18	09:00:00	10:45 AM	16
Plainfield South	SCORE	Wal-Mart (Joliet)	09/27/18	09:15:00	10:55 AM	16
Plainfield South	SCORE	Chili's Grill & Bar (Plainfield)	09/27/18	11:15:00	01:30 PM	16
Drauden Point	FBI	Taco Bell (Plainfield)	09/28/18	10:30:00	01:00 PM	29
Eagle Pointe	FBI	Keller's Farmstand (Oswego)	09/28/18	10:00:00	01:30 PM	45
Eichelberger	CBI	Kendall 10 Showplace	09/28/18	09:15:00	12:15 PM	18
Eichelberger	CBI	Plainfield Public Library	09/28/18	09:30:00	11:00 AM	18
Heritage Grove	Field Trip	Meijer	09/28/18	09:30:00	10:45 AM	10
John F. Kennedy	FBI	Wilderness Falls	09/28/18	11:00:00	01:30 PM	30
Plainfield Academy	P-Step	Aldi	09/28/18	12:00:00	01:30 PM	13
Plainfield East	SCORE	Wal-Mart (Plainfield)	09/28/18	12:15:00	01:15 PM	13
Thomas Jefferson	Field Trip	Aldi-on Ridge	09/28/18	10:00:00	11:15 AM	29
Thomas Jefferson	Field Trip	Culvers (Plainfield - Rt. 59 / 135th St.)	09/28/18	11:00:00	01:00 PM	19
Ira Jones	FBI	Jewel-Osco Stores (135th St.)	10/03/18	13:00:00	02:30 PM	25
Plainfield Academy	P-Step	Aldi	10/03/18	09:00:00	10:45 AM	13

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

Thomas Jefferson	Field Trip	Harris Forest Preserve	10/03/18	09:00:00	01:00 PM	4
Ira Jones	FBI	Jewel-Osco Stores (135th St.)	10/04/18	13:00:00	02:30 PM	25
Liberty	Field Trip	Siegels Cottonwood Garden Center & Farm	10/04/18	09:30:00	01:30 PM	19
Plainfield North	CBI	Westfield Joliet Mall	10/04/18	10:00:00	12:45 PM	19
Plainfield South	SCORE	Noodles & Company	10/04/18	11:00:00	12:30 PM	16
Plainfield South	SCORE	Tony's	10/04/18	09:15:00	11:55 AM	16
Plainfield South	SCORE	Horse Farm	10/04/18	09:15:00	11:45 AM	16
Central	FBI	McDonald's (Plainfield - Route 59 / 127th St.)	10/05/18	10:45:00	12:30 PM	13
Drauden Point	FBI	Target (Shorewood)	10/05/18	09:15:00	10:35 AM	29
Eichelberger	CBI	Jewel-Osco Stores (135th St.)	10/05/18	09:30:00	11:00 AM	18
Heritage Grove	Field Trip	Culvers (Plainfield - Rt. 59 / 135th St.)	10/05/18	11:30:00	12:45 PM	10
John F. Kennedy	FBI	Chili's Grill & Bar (Plainfield)	10/05/18	11:45:00	01:45 PM	30
Plainfield Academy	P-Step	Barnes & Noble Booksellers	10/05/18	12:00:00	01:30 PM	13
Plainfield Academy	P-Step	Barnes & Noble Booksellers	10/05/18	09:00:00	11:00 AM	10
Plainfield East	SCORE	Meijer	10/05/18	12:15:00	01:15 PM	29
Plainfield East	SCORE	Aldi	10/05/18	12:15:00	01:50 PM	29
Plainfield Academy	Homecoming	Plainfield Academy	10/06/18	11:00:00	12:00 PM	15
Plainfield Academy	P-Step	Bags of Hope	10/09/18	12:00:00	01:30 PM	13
Plainfield Academy	P-Step	Hopeful Tails Animal Rescue	10/09/18	09:00:00	11:00 AM	11
Eagle Pointe	Field Trip	Morton Arboretum	10/10/18	09:15:00	01:45 PM	17
Plainfield East	SCORE	Home Cut Donuts	10/10/18	08:30:00	11:40 AM	9
Plainfield Central	Mentoring	Steve's Cheesecake Store & Sandwich Shop	10/10/18	08:15:00	01:20 PM	7
Plainfield North	CBI	Crave (formerly Plainfield Delight)	10/10/18	08:15:00	10:15 AM	19
Plainfield North	CBI	Menard's (Plainfield)	10/10/18	09:30:00	11:00 AM	11
Plainfield South	Mentoring	Will County Building	10/10/18	08:15:00	11:30 AM	4
Ira Jones	FBI	Wal-Mart (Plainfield)	10/11/18	13:00:00	02:30 PM	25
Plainfield North	CBI	Culvers (Plainfield - Rt. 59 / 135th St.)	10/11/18	10:30:00	12:15 PM	19
Plainfield South	SCORE	Noodles & Company	10/11/18	11:15:00	01:30 PM	16
Plainfield South	SCORE	Tony's	10/11/18	09:00:00	10:15 AM	16
Plainfield South	SCORE	Ready, Set Ride	10/11/18	09:15:00	11:45 AM	16
Drauden Point	FBI	Cici's Pizza (Plainfield)	10/12/18	10:30:00	01:20 PM	29

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

Eagle Pointe	FBI	Culvers (Plainfield - Rt. 59 / 135th St.)	10/12/18	11:00:00	01:30 PM	16
Eagle Pointe	FBI	Taco Bell-on Route 59	10/12/18	11:00:00	01:30 PM	14
Eagle Pointe	FBI	Wendy's (Plainfield)	10/12/18	11:00:00	01:30 PM	14
Heritage Grove	Field Trip	Wal-Mart (Plainfield)	10/12/18	09:30:00	10:45 AM	10
John F. Kennedy	FBI	Cici's Pizza (Plainfield)	10/12/18	11:45:00	01:16 PM	30
Meadow View	Field Trip	Blackberry Farm's Pioneer Village	10/12/18	09:00:00	01:45 PM	7
Plainfield Academy	P-Step	Home Depot (Joliet)	10/12/18	12:00:00	01:30 PM	13
Plainfield Academy	P-Step	Home Depot (Joliet)	10/12/18	09:00:00	11:00 AM	10
Plainfield East	SCORE	McDonald's (Plainfield - Route 59 / 127th St.)	10/12/18	11:15:00	12:45 PM	30
Plainfield East	SCORE	Burger King (Plainfield-Northend)	10/12/18	11:15:00	12:45 PM	30
Thomas Jefferson	Field Trip	Plainfield Public Library	10/12/18	09:30:00	11:15 AM	21
Thomas Jefferson	Field Trip	McDonald's	10/12/18	11:00:00	01:00 PM	15
Plainfield Academy	P-Step	Hopeful Tails Animal Rescue	10/16/18	09:00:00	11:00 AM	10
Ira Jones	FBI	Red Robin (Plainfield)	10/17/18	11:00:00	01:15 PM	25
Ira Jones	FBI	Red Robin (Plainfield)	10/18/18	11:00:00	01:00 PM	25
Plainfield North	CBI	Spirit Halloween by Louis Joliet Mall	10/18/18	12:00:00	01:15 PM	19
Plainfield South	SCORE	Heap's Giant Pumpkin Farm	10/18/18	08:00:00	11:30 AM	51
Drauden Point	FBI	Barnes & Noble Booksellers	10/19/18	09:15:00	10:50 AM	29
Heritage Grove	Field Trip	Cici's Pizza (Plainfield)	10/19/18	11:00:00	01:00 PM	10
John F. Kennedy	FBI	Jewel-Osco Stores (135th St.)	10/19/18	08:30:00	09:45 AM	30
Plainfield Academy	P-Step	Culvers (Plainfield - Rt. 59 / 135th St.)	10/19/18	12:00:00	01:30 PM	13
Plainfield Academy	P-Step	Culvers (Plainfield - Rt. 59 / 135th St.)	10/19/18	09:30:00	11:15 AM	10
Plainfield East	SCORE	Menard's (Plainfield)	10/19/18	12:00:00	01:15 PM	60
Plainfield East	Service Learning	Promenade Mall	10/19/18	11:15:00	01:00 PM	2
Plainfield North	CBI	Portillo's (Shorewood)	10/19/18	10:00:00	12:30 PM	18
Thomas Jefferson	Field Trip	Siegels Cottonwood Garden Center & Farm	10/19/18	09:15:00	12:30 PM	19
Heritage Grove	Field Trip	Rialto Square Theater	10/23/18	09:15:00	01:30 PM	2
Plainfield Academy	P-Step	Meijer	10/24/18	09:00:00	10:55 AM	10
Plainfield North	CBI	Wal-Mart (Plainfield)	10/24/18	09:30:00	11:00 AM	11
Ira Jones	FBI	Kohl's Department Stores (119th St.)	10/25/18	13:00:00	02:30 PM	25
Plainfield North	CBI	Jewel-Osco Stores (135th St.)	10/25/18	12:00:00	01:15 PM	19

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

Plainfield South	SCORE	Noodles & Company	10/25/18	10:40:00	12:45 PM	16
Plainfield South	SCORE	Tony's	10/25/18	11:45:00	01:15 PM	17
Plainfield South	SCORE	Horse Farm	10/25/18	09:45:00	10:45 AM	16
Thomas Jefferson	Field Trip	Plainfield Public Library	10/25/18	09:15:00	11:00 AM	4
Drauden Point	FBI	Chili's Grill & Bar (Shorewood)	10/26/18	10:45:00	01:30 PM	41
Eagle Pointe	FBI	Plainfield Public Library	10/26/18	09:30:00	01:00 PM	45
Heritage Grove	Field Trip	Jewel-Osco Stores (135th St.)	10/26/18	09:30:00	10:45 AM	10
John F. Kennedy	FBI	Halloween City	10/26/18	08:45:00	09:45 AM	30
Plainfield Academy	P-Step	Meijer	10/26/18	12:00:00	01:30 PM	13
Plainfield East	SCORE	Plainfield Public Library	10/26/18	12:15:00	01:15 PM	58
Plainfield North	CBI	Meijer	10/26/18	10:00:00	12:15 PM	18
Plainfield North	Service Learning	Promenade Mall	10/26/18	14:10:00	03:00 PM	2
Thomas Jefferson	Field Trip	Siegels Cottonwood Garden Center & Farm	10/26/18	09:15:00	12:45 PM	29
Eichelberger	CBI	Heap's Giant Pumpkin Farm	10/29/18	09:30:00	01:45 PM	41
Plainfield Academy	P-Step	Bags of Hope	10/30/18	12:00:00	01:30 PM	13
Plainfield Academy	P-Step	Hopeful Tails Animal Rescue	10/30/18	09:00:00	11:00 AM	10
Central	FBI	Siegels Cottonwood Garden Center & Farm	10/31/18	09:30:00	12:30 PM	31
Ira Jones	FBI	Jewel-Osco Stores (135th St.)	10/31/18	13:00:00	02:30 PM	25
Plainfield East	SCORE	Crave (formerly Plainfield Delight)	10/31/18	11:00:00	12:45 PM	30
Plainfield East	SCORE	Larry's Diner	10/31/18	11:00:00	12:45 PM	29
Ira Jones	FBI	Jewel-Osco Stores (135th St.)	11/01/18	13:00:00	02:30 PM	25
Plainfield South	SCORE	Menard's (Plainfield)	11/01/18	09:00:00	10:45 AM	16
Plainfield South	SCORE	Dick's Sporting Goods	11/01/18	10:15:00	01:30 PM	17
Plainfield South	SCORE	Jewel-Osco Stores (Caton Farm Rd.)	11/01/18	09:15:00	10:55 AM	16
Eagle Pointe	FBI	Jewel-Osco Stores (135th St.)	11/02/18	09:45:00	11:15 AM	30
Heritage Grove	Field Trip	Kohl's Department Stores (119th St.)	11/02/18	09:30:00	11:00 AM	10
John F. Kennedy	FBI	PetSmart	11/02/18	08:45:00	09:45 AM	30
Plainfield Academy	P-Step	Jewel-Osco Stores (135th St.)	11/02/18	09:00:00	10:50 AM	10
Plainfield Academy	P-Step	Jewel-Osco Stores (135th St.)	11/02/18	12:00:00	01:30 PM	13
Plainfield North	CBI	Wags 2 Wishes	11/02/18	10:00:00	12:15 PM	19
Thomas Jefferson	FBI	Dairy Queen-Shorewood	11/02/18	12:00:00	01:30 PM	15

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

John F. Kennedy	FBI	Plainfield East High School	11/07/18	08:00:00	12:00 PM	3
Ira Jones	FBI	Land of Time Amusement Center	11/08/18	11:30:00	02:00 PM	25
Plainfield North	CBI	Red Robin (Plainfield)	11/08/18	10:45:00	12:45 PM	19
Plainfield South	SCORE	Jewel-Osco Stores (Caton Farm Rd.)	11/08/18	11:45:00	01:15 PM	17
Plainfield South	SCORE	Dick's Sporting Goods	11/08/18	09:45:00	12:00 PM	16
Plainfield South	SCORE	Menard's (Plainfield)	11/08/18	09:15:00	10:55 AM	16
Drauden Point	FBI	Plainfield Public Library	11/09/18	09:15:00	10:35 AM	31
Eichelberger	CBI	Meijer	11/09/18	09:30:00	11:00 AM	18
Heritage Grove	Field Trip	Jewel-Osco Stores (135th St.)	11/09/18	09:30:00	10:45 AM	10
John F. Kennedy	FBI	Wendy's (Plainfield)	11/09/18	12:00:00	01:30 PM	30
Plainfield Academy	P-Step	YMCA (CW Avery Family)	11/09/18	12:00:00	01:30 PM	13
Plainfield Academy	P-Step	YMCA (CW Avery Family)	11/09/18	09:00:00	10:45 AM	10
Plainfield East	SCORE	Lowe's	11/09/18	12:00:00	01:15 PM	60
Plainfield North	CBI	Target (Plainfield)	11/09/18	09:45:00	12:15 PM	16
Plainfield Academy	P-Step	Hopeful Tails Animal Rescue	11/13/18	09:00:00	11:00 AM	10
Plainfield Academy	P-Step	Bags of Hope	11/13/18	12:00:00	01:30 PM	13
Heritage Grove	Field Trip	McDonald's (Plainfield - Route 59 / 127th St.)	11/14/18	12:45:00	02:00 PM	17
Ira Jones	FBI	Pet Supplies Plus	11/14/18	13:00:00	02:30 PM	25
Lakewood Falls	Field Trip	Joliet Junior College	11/14/18	09:15:00	01:15 PM	8
Plainfield North	CBI	Meijer	11/14/18	09:30:00	11:00 AM	11
Ira Jones	FBI	Pet Supplies Plus	11/15/18	13:00:00	02:30 PM	25
Plainfield Academy	P-Step	Cici's Pizza (Plainfield)	11/15/18	12:00:00	01:30 PM	13
Plainfield North	CBI	Wal-Mart (Plainfield)	11/15/18	08:30:00	10:00 AM	19
Plainfield South	SCORE	Menard's (Plainfield)	11/15/18	09:00:00	11:30 AM	17
Plainfield South	SCORE	Jewel-Osco Stores (Caton Farm Rd.)	11/15/18	09:00:00	10:15 AM	16
Plainfield South	SCORE	Steak 'n Shake	11/15/18	09:15:00	12:00 PM	16
Creekside	Field Trip	Hopeful Tails Animal Rescue	11/16/18	09:30:00	11:45 AM	17
Drauden Point	FBI	Culvers (Plainfield - Rt. 59 / 135th St.)	11/16/18	10:15:00	12:00 PM	43
Eagle Pointe	FBI	Jewel-Osco Stores (135th St.)	11/16/18	10:00:00	01:30 PM	16
Eagle Pointe	FBI	Cici's Pizza (Plainfield)	11/16/18	11:00:00	01:30 PM	14
Eichelberger	CBI	Plainfield Post Office	11/16/18	09:30:00	11:00 AM	18

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

Heritage Grove	Field Trip	Chili's Grill & Bar (Plainfield)	11/16/18	11:00:00	01:00 PM	19
John F. Kennedy	FBI	Dollar Store	11/16/18	08:45:00	09:45 AM	30
Plainfield Academy	P-Step	Cici's Pizza (Plainfield)	11/16/18	09:00:00	11:00 AM	10
Plainfield East	SCORE	Meijer	11/16/18	12:15:00	01:15 PM	30
Plainfield East	SCORE	Aldi	11/16/18	12:15:00	01:15 PM	29
Plainfield North	CBI	Aldi-Naperville	11/16/18	09:45:00	12:15 PM	16
Thomas Jefferson	FBI	Target (Shorewood)	11/16/18	09:30:00	11:00 AM	15
Wesmere	Service Learning	Hopeful Tails Animal Rescue	11/16/18	10:45:00	01:00 PM	13
Eagle Pointe	Field Trip	Pilcher Park Nature Center	11/20/18	09:15:00	01:45 PM	10
Eichelberger	CBI	McDonald's (Plainfield - Route 59 / 127th St.)	11/20/18	09:30:00	11:15 AM	18
Plainfield Academy	P-Step	Hopeful Tails Animal Rescue	11/27/18	09:00:00	11:00 AM	10
Plainfield Academy	P-Step	Bags of Hope	11/27/18	12:00:00	01:30 PM	13
Eagle Pointe	Field Trip	Naper Settlement	11/28/18	09:15:00	01:45 PM	6
Ira Jones	FBI	Wendy's (Plainfield)	11/28/18	11:00:00	12:45 PM	25
Plainfield North	CBI	Lowe's - Bolingbrook	11/28/18	09:30:00	11:30 AM	11
Central	FBI	Jewel-Osco Stores (Caton Farm Rd.)	11/29/18	09:30:00	12:30 PM	11
Ira Jones	FBI	Wendy's (Plainfield)	11/29/18	11:00:00	12:45 PM	25
Plainfield South	SCORE	Cinemark Theatre ( Westfield Louis Joliet Mall )	11/29/18	09:00:00	12:45 PM	52
Thomas Jefferson	Field Trip	Jewel-Osco Stores (Caton Farm Rd.)	11/29/18	09:30:00	10:45 AM	19
Drauden Point	FBI	Portillo's (Shorewood)	11/30/18	10:15:00	01:00 PM	25
Drauden Point	FBI	Portillo's (Shorewood)	11/30/18	10:15:00	01:00 PM	43
Eagle Pointe	FBI	Target (Plainfield)	11/30/18	09:30:00	11:30 AM	30
Heritage Grove	Field Trip	Wendy's (Plainfield)	11/30/18	11:30:00	12:45 PM	10
John F. Kennedy	FBI	Jewel-Osco Stores (135th St.)	11/30/18	09:00:00	10:30 AM	30
Plainfield Academy	P-Step	Target (Plainfield)	11/30/18	12:00:00	01:30 PM	13
Plainfield Academy	P-Step	Target (Plainfield)	11/30/18	09:00:00	10:50 AM	10
Plainfield East	SCORE	AMC Loews Woodridge 18	11/30/18	08:15:00	12:30 PM	60
Plainfield North	CBI	Westfield Joliet Mall	11/30/18	09:30:00	01:15 PM	19
Thomas Jefferson	Field Trip	Portillo's (Shorewood)	11/30/18	10:45:00	12:45 PM	31
Plainfield Academy	P-Step	Hopeful Tails Animal Rescue	12/04/18	09:00:00	11:00 AM	10
Ira Jones	FBI	Jewel-Osco Stores (135th St.)	12/05/18	13:00:00	02:30 PM	25



Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

Ira Jones	ED	Bonnie McBeth	12/05/18	08:45:00	10:45 AM	22
Plainfield North	CBI	Menard's (Plainfield)	12/05/18	09:30:00	11:00 AM	11
Ira Jones	FBI	Jewel-Osco Stores (135th St.)	12/06/18	13:00:00	02:30 PM	25
Plainfield North	CBI	Portillo's (Shorewood)	12/06/18	10:00:00	12:00 PM	19
Plainfield South	SCORE	Target (Plainfield)	12/06/18	09:15:00	10:55 AM	17
Plainfield South	SCORE	Jewel-Osco Stores (Caton Farm Rd.)	12/06/18	11:45:00	01:15 PM	17
Plainfield South	SCORE	Target (Shorewood)	12/06/18	09:15:00	10:30 AM	16
Drauden Point	FBI	Home Depot (Shorewood)	12/07/18	09:30:00	10:50 AM	31
Eichelberger	CBI	Aldi-Naperville	12/07/18	09:30:00	10:30 AM	18
Heritage Grove	Field Trip	Fox Valley Mall	12/07/18	10:30:00	01:30 PM	12
John F. Kennedy	FBI	Fox Valley Mall	12/07/18	10:30:00	01:30 PM	30
Meadow View	Field Trip	Adler Planetarium	12/07/18	09:15:00	03:00 PM	9
Plainfield Academy	P-Step	Blueberry Hill Cafe Pancake House	12/07/18	09:00:00	10:55 AM	10
Plainfield East	SCORE	Larry's Diner	12/07/18	10:45:00	01:00 PM	29
Plainfield East	SCORE	Crave (formerly Plainfield Delight)	12/07/18	10:45:00	01:00 PM	30
Plainfield North	CBI	Bass Pro Shops	12/07/18	09:30:00	12:15 PM	16
Meadow View	Field Trip	Paramount Theatre	12/11/18	09:05:00	01:45 PM	12
Plainfield Academy	P-Step	Bags of Hope	12/11/18	12:00:00	01:30 PM	13
Heritage Grove	Field Trip	Plainfield Lanes	12/13/18	10:30:00	01:30 PM	19
Ira Jones	FBI	Westfield Joliet Mall	12/13/18	11:00:00	01:30 PM	47
John F. Kennedy	FBI	Plainfield Lanes	12/13/18	10:45:00	01:30 PM	30
Liberty	Field Trip	Culvers (Plainfield - Rt. 59 / 135th St.)	12/13/18	10:00:00	01:00 PM	15
Plainfield North	CBI	Plainfield Fire Department #2	12/13/18	09:15:00	10:15 AM	19
Plainfield South	SCORE	Westfield Joliet Mall	12/13/18	09:15:00	01:45 PM	52
Drauden Point	FBI	Westfield Joliet Mall	12/14/18	10:15:00	01:45 PM	37
Eagle Pointe	FBI	Cici's Pizza (Plainfield)	12/14/18	11:00:00	01:30 PM	16
Eagle Pointe	FBI	Red Robin (Plainfield)	12/14/18	11:00:00	01:30 PM	39
Plainfield Academy	P-Step	Westfield Joliet Mall	12/14/18	09:00:00	11:35 AM	9
Plainfield Academy	P-Step	Westfield Joliet Mall	12/14/18	12:00:00	01:40 PM	13
Plainfield East	SCORE	Fox Valley Mall	12/14/18	09:45:00	01:15 PM	58
Plainfield North	CBI	Westfield Joliet Mall	12/14/18	09:45:00	12:30 PM	16

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT G: Cost for 2022-2023 school year**

**Page 1**

**Route** = the transportation of students two-way trip  
**Run** = the transportation of students one-way  
**Mid-Day** = Kindergarten midday runs, and a run that is not a continuation of an am/pm run after more than one and half hours (1 ½)

**A. Routes and Runs**

Route / Run	# of Buses	Cost per Day	Cost per Year (176 days)
Single run	02	\$	\$
Single routes	13	\$	\$
Single route and single run	11	\$	\$
Double route	33	\$	\$
Double route and single run	23	\$	\$
Triple route	03	\$	\$
Triple route and single run	02	\$	\$
Midday run	48	\$	\$
<b>Part A TOTAL</b>			\$

B. Additional cost per mile for daily routes ten (10) miles or beyond the District boundaries. Measurement is to be taken from the boundary edge geographically to the outside placement to determine qualifying schools.

All mileage costs will be calculated from the Administrative Center address of 15732 Howard Street directly to the route final designation point.

<b>Per Mile</b>	\$
<b>Part B TOTAL per mile cost x 2,500 miles x176 school days</b>	\$

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT G: Cost for 2022-2023 school year**

**Page 2**

- C. Trips, per trip (field, and other special trips) time and mileage charges begin and end at the school. Driver must arrive fifteen (15) minutes prior to the scheduled departure and allow for loading of students.

<b>Cost Per Hour</b>	\$
<b>Cost Per Mile</b>	\$

1.	100 trips of <b>15</b> miles and <b>2</b> hour of traveling time	\$
2.	100 trips of <b>30</b> miles and <b>4</b> hours of traveling time	\$
3.	100 trips of <b>60</b> miles and <b>6</b> hours of traveling time	\$
4.	100 trips of <b>80</b> miles and <b>8</b> hours of traveling time	\$
<b>Part C TOTAL (1+2+3+4)</b>		\$

- D. Cost for a bus monitor per hour riding on bus

<b>Cost Per Hour</b>	\$
<b>Part D TOTAL cost per hour x 5 hours x 176 days x 40 monitors</b>	\$

- E. Total Costs: Add the **Total** costs of the above.

<b>Part A + Part B + Part C + Part D</b>	\$
--	----

Bid Submitted By:

Signature	Date
Company or Firm	Address
Title	Telephone

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT H: Cost for 2023-2024 school year**

**Page 1**

**Route** = the transportation of students two-way trip  
**Run** = the transportation of students one-way  
**Mid-Day** = Kindergarten midday runs, and a run that is not a continuation of an am/pm run after more than one and half hours (1 ½)

A. Routes and Runs

Route / Run	# of Buses	Cost per Day	Cost per Year (176 days)
Single run	02	\$	\$
Single routes	13	\$	\$
Single route and single run	11	\$	\$
Double route	33	\$	\$
Double route and single run	23	\$	\$
Triple route	03	\$	\$
Triple route and single run	02	\$	\$
Midday run	48	\$	\$
<b>Part A TOTAL</b>			\$

B. Additional cost per mile for daily routes ten (10) miles or beyond the District boundaries. Measurement is to be taken from the boundary edge geographically to the outside placement to determine qualifying schools.

All mileage costs will be calculated from the Administrative Center address of 15732 Howard Street directly to the route final designation point.

<b>Per Mile</b>	\$
<b>Part B TOTAL per mile cost x 2,500 miles x176 school days</b>	\$

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT H: Cost for 2023-2024 school year**

**Page 2**

- C. Trips, per trip (field, and other special trips) time and mileage charges begin and end at the school. Driver must arrive fifteen (15) minutes prior to the scheduled departure and allow for loading of students.

<b>Cost Per Hour</b>	\$
<b>Cost Per Mile</b>	\$

1.	100 trips of <b>15</b> miles and <b>2</b> hour of traveling time	\$
2.	100 trips of <b>30</b> miles and <b>4</b> hours of traveling time	\$
3.	100 trips of <b>60</b> miles and <b>6</b> hours of traveling time	\$
4.	100 trips of <b>80</b> miles and <b>8</b> hours of traveling time	\$
<b>Part C TOTAL (1+2+3+4)</b>		\$

- D. Cost for a bus monitor per hour riding on bus

<b>Cost Per Hour</b>	\$
<b>Part D TOTAL cost per hour x 5 hours x 176 days x 40 monitors</b>	\$

- E. Total Costs: Add the **Total** costs of the above.

<b>Part A + Part B + Part C + Part D</b>	\$
--	----

Bid Submitted By:

Signature	Date
Company or Firm	Address
Title	Telephone

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT I: Cost for 2024-2025 school year**

**Page 1**

**Route** = the transportation of students two-way trip  
**Run** = the transportation of students one-way  
**Mid-Day** = Kindergarten midday runs, and a run that is not a continuation of an am/pm run after more than one and half hours (1 ½)

A. Routes and Runs

Route / Run	# of Buses	Cost per Day	Cost per Year (176 days)
Single run	02	\$	\$
Single routes	13	\$	\$
Single route and single run	11	\$	\$
Double route	33	\$	\$
Double route and single run	23	\$	\$
Triple route	03	\$	\$
Triple route and single run	02	\$	\$
Midday run	48	\$	\$
<b>Part A TOTAL</b>			\$

B. Additional cost per mile for daily routes ten (10) miles or beyond the District boundaries. Measurement is to be taken from the boundary edge geographically to the outside placement to determine qualifying schools.

All mileage costs will be calculated from the Administrative Center address of 15732 Howard Street directly to the route final designation point.

<b>Per Mile</b>	\$
<b>Part B TOTAL per mile cost x 2,500 miles x176 school days</b>	\$

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT I: Cost for 2024-2025 school year**

**Page 2**

- C. Trips, per trip (field, and other special trips) time and mileage charges begin and end at the school. Driver must arrive fifteen (15) minutes prior to the scheduled departure and allow for loading of students.

<b>Cost Per Hour</b>	\$
<b>Cost Per Mile</b>	\$

1.	100 trips of <b>15</b> miles and <b>2</b> hour of traveling time	\$
2.	100 trips of <b>30</b> miles and <b>4</b> hours of traveling time	\$
3.	100 trips of <b>60</b> miles and <b>6</b> hours of traveling time	\$
4.	100 trips of <b>80</b> miles and <b>8</b> hours of traveling time	\$
<b>Part C TOTAL (1+2+3+4)</b>		\$

- D. Cost for a bus monitor per hour riding on bus

<b>Cost Per Hour</b>	\$
<b>Part D TOTAL cost per hour x 5 hours x 176 days x 40 monitors</b>	\$

- E. Total Costs: Add the **Total** costs of the above.

<b>Part A + Part B + Part C + Part D</b>	\$
--	----

Bid Submitted By:

Signature

Date

Company or Firm

Address

Title

Telephone

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT J**

**ADDENDA RECEIPT**

**MUST BE RETURNED WITH THE BID DOCUMENT TO DISTRICTS**

The receipt of addenda number(s) \_\_\_ through \_\_\_ is hereby acknowledged. Failure of any Bidder to receive any addenda or interpretation shall not relieve the Bidder from obligations specified in the Bid. All addenda shall become part of the final Contract.

\_\_\_\_\_  
**CONTRACTOR**

\_\_\_\_\_  
**DATE**



Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT K**

**GENERAL INFORMATION**

**Insurance: Bidder's insurance companies that will cover the Contract.**

---

**Insurance Company Name**

---

**Address**

---

**Telephone Number**

**References: Attach on a separate sheet the below.**

- A list of references of all 2019-2020 and 2020-2021 contracts held in Illinois.
- All contracts terminated or partially terminated in the last five (5) years, and why.
- Names of school districts transporting 10,000 or more students.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT L**

**CERTIFICATE OF ELIGIBILITY TO BID**

The undersigned hereby certifies that the Bidder is not barred from Bidding on the 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. (720 ILCS 5/33E-3, 720 ILCS 5/33E-4)

\_\_\_\_\_  
Name of Bidder (Please Print)

\_\_\_\_\_  
Submitted by

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT M**

**CERTIFICATIONS OF COMPLIANCE WITH ILLINOIS DRUG-FREE  
WORKPLACE ACT**

The undersigned, having 25 or more employees, does hereby certify pursuant to section 3 of the Illinois Drug-Free Workplace Act (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies, that it is not ineligible for award of the Contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

\_\_\_\_\_  
Name of Bidder (Please Print)

\_\_\_\_\_  
Submitted by (Signature)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT N**

**CERTIFICATE REGARDING SEXUAL HARASSMENT POLICY**

The undersigned, does hereby certify pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

\_\_\_\_\_  
Name of Bidder (Please Print)

\_\_\_\_\_  
Submitted by (Signature)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT O**

**EQUAL EMPLOYMENT**

The undersigned hereby certifies that the Bidder is in compliance with the Illinois Human Rights Act (775 ILCS 5/2-105).

\_\_\_\_\_  
Name of Bidder (Please Print)

\_\_\_\_\_  
Submitted by

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT P**

**DEVIATIONS FORM**

In the event that the undersigned Bidder intends to deviate from the specifications, all such deviations are listed hereon, with complete and detailed specifications and information being also attached. In the absence of any entry on the Deviations Form, the Bidder assures the District of their full compliance with the specifications and conditions. Deviations will not be accepted unless specifically approved by the Board in writing.

THIS FORM MUST BE SIGNED EVEN BY THOSE NOT PLANNING DEVIATIONS.

Submitted for consideration by:

\_\_\_\_\_  
Name of Bidder

\_\_\_\_\_  
Bid submitted by:

\_\_\_\_\_  
Address

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Date

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT Q**

**FORM CONTRACT**

**CONTRACT FOR TRANSPORTATION SERVICES**

THIS CONTRACT is made as of the effective date set forth in Section 13 of this Contract and is by and between \_\_\_\_\_, having a principal place of business at \_\_\_\_\_, \_\_\_\_\_ (“Contractor”), and the Board of Education of Plainfield Community Consolidated School District No. 202, Will and Kendall Counties, Illinois (“Board”), as follows:

1. Scope of Services. The Board retains Contractor to provide special education transportation services and transportation equipment, as more fully described in the attached Bidding Documents, in accordance with Contractor’s Bid Proposal for the 2022-2023, 2023-2024 and 2024-2025 school years, with an option for the Board, at its sole discretion, to renew the Contract for the 2025-2026 and 2026-2027 school years, and Contractor agrees to provide the services and equipment specified in the Bidding Documents. For the purposes of this Contract, the Bidding Documents shall constitute the attached Bid Specifications and Conditions for Transportation Service for Special Education Students and Exhibits A-S, all of which are attached as Exhibit 1 to this Contract and incorporated herein by reference and together with this Contract for special education transportation services constitute the entire Contract between the Board and the Contractor for the transportation services. When the term “Contract” is used in this document, it shall include this document and the Bidding Documents.

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

2. Costs. Contractor shall be authorized to charge the District the amounts provided in Exhibit G-I of the Bidding Documents that specifically relate to the transportation services provided to the District.

3. Term. The term of this Contract will be for three years, beginning on the first day of the 2022-2023 school year and ending on the last day of the school term in the year 2025. The District reserves the right to extend this Contract for a maximum term of two years on the same terms and conditions as is set forth herein subject to the price increases outlined in the Bidding Documents.

4. Status as Independent Contractor. Contractor and the Board are independent of one another, and neither has the authority to bind the other to any third person or otherwise to act in any way as the representative of the other, unless otherwise expressly agreed to in writing signed by both parties hereto. Contractor shall be responsible for payment of all taxes imposed in connection with its performance of services and receipt of fees under this Contract.

5. Insurance. Within 14 days after signing this Contract below, the Contractor shall provide the Board with original signed certificates of insurance showing that the coverage required in the Bidding Documents is in effect.

6. Applicable Laws. The Contract shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full



Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

force and effect. Failure of the Contractor to be in compliance with this Section shall be cause for the Board to immediately terminate the Contract.

7. Notice. Any notice or communication permitted or required under this Contract shall be in writing and shall become effective on the day of mailing thereof by certified mail, postage prepaid, addressed:

If to the Board:

Administrative Center  
 15732 Howard Street  
 Plainfield, IL 60544  
 Attn: Superintendent

If to Contractor:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

8. Binding Effect of Contract. This Contract shall inure to the benefit of the Board, its agents, representatives, officers, directors, assigns and successors and shall bind the Contractor, its agents, representatives, successors, and assigns.

9. Complete Understanding. This Contract and the Bidding Documents set forth all the promises, agreements, conditions, and understandings between the parties relative to the subject matter hereof, and there are no promises, agreements, or undertakings, either oral or written, express or implied, between them other than as herein set forth.

10. Assignments. This Contract shall not be assigned or any part of the same subcontracted without the written consent of the Board, which shall not be unreasonably withheld or delayed, but in no case shall such consent relieve the Contractor from its obligations, or change the terms of the Contract.

Plainfield Community Consolidated School District No. 202  
 Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

11. Amendments. Except as otherwise provided, no subsequent alteration, amendment, change, or addition to this Contract shall be binding upon the parties hereto unless reduced to writing and duly authorized and signed by each of them.

12. Conflicts. If there are any conflicts between the terms of this Contract with those of the Bidding Documents or the Contractor's Service Proposal, the terms of the Bidding Documents shall control over this Contract and the Contractor's Service Proposal and the Bidding Documents and the Contract shall control over the terms of the Contractor's Service Proposal.

13. Effective Date. This Contract shall be deemed dated and become effective on the date the last of the parties executes the Contract as set forth below.

IN WITNESS WHEREOF, the parties have caused this Contract to be executed and do hereby warrant and represent that their respective signatories whose signatures appear below have been and are on the date of this Contract duly authorized by all necessary and appropriate corporate action to execute this Contract.

<p>[CONTRACTOR]  <b><i>[THIS DOCUMENT IS A FORM. BIDDER'S DO NOT NEED TO SIGN THIS. ONLY THE SUCCESSFUL BIDDER WILL SIGN THIS AFTER AWARD IS MADE.]</i></b></p> <p>By: _____              President</p> <p>Date: _____</p> <p>ATTEST:        By: _____        Its _____</p>	<p>BOARD OF EDUCATION OF          PLAINFIELD COMMUNITY          CONSOLIDATED SCHOOL DISTRICT          NO. 202, WILL AND KENDALL          COUNTIES, ILLINOIS</p> <p>By: _____              Superintendent or Board President</p> <p>Date: _____</p> <p>ATTEST:        By: _____              Its Secretary</p>
---	---

Plainfield Community Consolidated School District No. 202  
Bid Specifications and Conditions  
**TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS**  
*The following specifications and conditions will be incorporated as part of the final contract.*

**EXHIBIT R**

**ACKNOWLEDGEMENT OF SUBMISSION**

After having read all the bid specifications and conditions and understanding the same, I hereby submit this bid proposal in accordance with the bid specifications and conditions contained in these Bid Documents.

The undersigned hereby certifies, on behalf of the Bidder, that the undersigned has read, understands, and agrees to all of the terms included in these Bid Documents and all Exhibits. If the Board of Education chooses to accept this bid proposal, the Bid Documents and Exhibits will be incorporated into and become part of the binding Contract between the Bidder and the Board of Education. In making this bid proposal, the undersigned waives all right to plead any misunderstanding of the Bid Documents and agrees to perform all of the work required herein. If this bid proposal is accepted, the undersigned offers and agrees to furnish all services upon which prices are quoted, at the price and times stated, and subject to all conditions recorded on this bid proposal.

\_\_\_\_\_  
Name of Bidder

\_\_\_\_\_  
Bid submitted by, Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone Number