



## **REQUEST for PROPOSAL (RFP)**

**For**

**Triad Math and Science Academy**

**Bus Transportation 21-22 School Year**

Inquiries and requests regarding this RFP should be directed to:

Mustafa Tosun, Operations Manager:

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Triad Math and Science Academy  
700 Creek Ridge Rd, Greensboro, NC 27406

**07/14/2021**

## 1. Project Scope

Triad Math and Science Academy with two campuses (Locations: Main campus is 700 Creek ridge Rd and Elementary is 600 Industrial Ave. in Greensboro NC) is seeking proposals for Bus Transportation for the 2021-2022 School Year (including the summer school for 2022). It is anticipated that the awarding company will provide door to door and/or hub service but transportation for approximately 200-400 students grades K-12. The company will also provide any necessary school bus monitors.

## 2. Project Overview

Triad Math and Science Academy will provide the names and address of all students requesting bus service at least one-week period to the service beginning. The awarding company will coordinate the bus and/or shuttle service to ensure that all students arrive to school on time (prior to the classes beginning) and returned to their homes or designated location after the school day ends. The 21-22 School Year consists of 177 days of in-person learning and the anticipated 2022 Summer School Program is expected to run for an additional 30 days. **This places the required number of days at 207.** Moreover, school start and dismissal times are different in each campus so students are to be at the building before 15 minutes start time.

*ES start time: 7.45am dismissal 2.20pm and Main Campus start time 8.00am dismissal 3.10pm*

## 3. Pricing

Prices quoted shall include an itemized description by labor, and other expenses. Any additional charges should be clearly defined as separate line items. A total proposal dollar amount must be entered in the appropriate section of the proposal form before signing and submitting the proposal.

## 4. RFP Timeline

| Date                      | Description   |
|---------------------------|---|
| 07/23/2021 05:00 PM (EST) | RFPs available to vendors                                 |
| 08/06/2021 04:00 PM (EST) | Deadline for RFP submission                               |
| 08/20/2021 01:00 PM (EST) | Best solution will be awarded by TMSA Boards of Directors |

## 5. Evaluation Criteria

Selection will be based upon technical quality, project management, costs, and system features. The evaluation criteria will consider the following factors:

**Weighted Price Performance table:**

|                                    |             |
|------------------------------------|-------------|
| Price                              | 50%         |
| Product Specifications/Performance | 20%         |
| References                         | 30%         |
| <b>Total Score</b>                 | <b>100%</b> |

1. Bidder's total proposed price
2. Product quality/appropriateness/compatibility/performance
3. Bidder's qualifications/experience

TMSA Public Charter Schools reserves the right to seek clarification of any or all bidders to assist in the evaluation process. All bidders are advised that they do not have any communications with TMSA during the evaluation of the bids unless TMSA contacts the bidder for the purpose of seeking clarification.

**6. References**

Each vendor should give at least three (3) references from their Bus Transportation customers with contact information. (Company Name, Address, Contact Person (Name, Title, Phone Number, Email). TMSA reserve the right to require a list of customers. TMSA may contact these customers to determine the acceptability of the quote.

**7. Read, Review, and Comply:**

It shall be the vendor's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements specified herein.

**8. Notice of vendors:**

TMSA object to and will not evaluate or consider any additional terms and conditions submitted with this quote. It applies to any language appearing in or attached to the document as part of the vendor's response. **DO NOT ATTACH ANY ADDITIONAL TERMS OR CONDITIONS.** By execution and delivery of this document, the vendors agree that any additional terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect.

**9. Definitions:**

**Vendor:** Company, firm, corporation, partnership, individual, etc., submitting to a Request for Quotes.

**Contract:** A contract generally intended to cover all normal requirements for a commodity for a specified period based on estimated quantities only.

#### **10. Execution:**

Failure to sign under the SIGNATURE section will render the quote invalid.

#### **11. Time for Consideration**

Unless otherwise indicated on the first page of this document, the offer shall be valid for 45 days from the date of the quote opening. Preference may be given to quotes allowing not less than 45 days for consideration and acceptance.

#### **12. Prompt Payment Discounts:**

Vendors are urged to compute all discounts into the price offered. If a prompt payment discount is offered, it will not be considered in the award of the contract except as a factor to aid in resolving cases of identical prices.

#### **13. Non-Indebtedness Statute as Contract Item:**

Vendors should include General Statute 115C-218.105 item in their proposed quote and the contract. It is a must. If this item is not included in the vendor's proposed quote and the contract, the proposal will be considered invalid.

##### **“General Statute 115C-218.105:**

No indebtedness of any kind incurred or created by the charter school shall constitute an indebtedness of the State or its political subdivisions, and no indebtedness of the charter school shall involve or be secured by the faith, credit, or taxing power of the State or its political subdivisions.”

#### **14. Transportation Charges:**

All transportation/freight charges (if warranted) must be incorporated in the bid price and not as a separate item.

#### **15. Specifications:**

Any deviation from specifications indicated herein must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and the vendor will be held responsible, therefore. Deviations shall be explained in detail. The vendor shall not construe this paragraph as inviting deviation or implying that any deviation will be acceptable.

**16. Clarifications and Interpretations:**

Any and all questions regarding this document must be addressed to the purchaser named on the cover sheet of this document. Do not contact the user directly. Any and all revisions to this document shall be made only by written addendum from the Purchasing Department, TMSA. The vendor is cautioned that the requirements of this quote can be altered only by written addendum and that verbal communications from whatever source are of no effect.

**17. Acceptance and Rejection:**

TMSA Public Charter Schools reserve the right to reject any and all quotes, to waive any informality in quotes and, unless otherwise specified by the vendor, to accept any item in the quote. If a unit price or extended price is obviously in error and the other is obviously correct, the incorrect price will be disregarded.

**18. Award of Contract:**

Qualified quotes will be evaluated, and acceptance may be made of the best quote most advantageous to the TMSA as determined upon consideration of such factors as: prices offered; the quality of the articles offered; the general reputation and performance capabilities of the vendors; the substantial conformity with the specifications and other conditions set forth in the quote; the suitability of the articles for the intended use; the related services needed; the date or dates of delivery and performance; and such other factors deemed by the TMSA to be pertinent or peculiar to the purchase in question. Unless otherwise specified by the TMSA or the offeror, the TMSA reserves the right to accept any item or group of items on a multi-item quote. In addition, TMSA reserves the right to make partial, progressive or multiple awards: where it is advantageous to award separately by items; or where more than one supplier is needed to provide the contemplated requirements as to quantity, quality, delivery, service, geographical area; other factors deemed by TMSA to be pertinent or peculiar to the purchase in question.

**19. Confidential Information:**

As provided by statute and rule, TMSA will consider keeping trade secrets which the vendor does not wish disclosed confidential. Each page will be identified in boldface at top and bottom as “CONFIDENTIAL” by the vendor. Cost information shall not be deemed confidential. In spite of what is labeled as a trade secret, the determination whether it is or not will be determined by the North Carolina law.

**20. Taxes:**

Any applicable taxes shall be invoiced as a separate item.

**21. Miscellaneous:**

Masculine pronouns will be read to include feminine pronouns, and the singular of any word or phrase shall be read to include the plural or vice versa.

**22. Qualification:**

Person or entity making an offer should have all necessary state-required licenses, certificates, or any other papers or qualifications deemed necessary to complete the job.

**23. Signatures**

In compliance with this Request for Proposal, any addenda thereto, and subject to all terms, conditions, and provisions thereof, the undersigned offers and agrees, if the Bid is accepted, to furnish any or all of the items listed herein at the price and terms stated.

**SIGNATURES:**

By executing this proposal, I certify that this proposal is submitted competitively and without collusion (G.S. 143-54), that none of our officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 19347 (G.S. 143-59.2), and that we are not an ineligible vendor as set forth in G.S. 143-59.1. False certification is a Class 1 felony. Failure to execute/sign a proposal prior to submission shall render the proposal invalid. Late proposals are not acceptable.

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|--|--|
| <b>Vendor - Company Name</b>           |  |
| <b>Vendor - Company Federal ID</b>     |  |
| <b>Vendor - Company Address</b>        |  |
| <b>Authorized Person Signature</b>     |  |
| <b>Authorized Person Full Name</b>     |  |
| <b>Authorized Person Title</b>         |  |
| <b>Authorized Person Email Address</b> |  |
| <b>Authorized Person Phone Number</b>  |  |

|  |  |
|--|--|
| <b>Authorized Person Mailing Address</b> |  |
|--|--|