

**TOWN OF ARLINGTON
MASSACHUSETTS**

INVITATION FOR BID

BID#15-35 SCHOOL BUS TRANSPORTATION/AHS ATHLETIC DEPT.

Sealed bids pursuant to the Uniform Procurement Act., Ch. 30B are invited and will be received by the Town Manager, Town of Arlington, Massachusetts, until **10:30 AM Thursday, August 27, 2015**, at the Town Manager's Office/Purchasing Dept., Town Hall Annex, 730 Massachusetts Avenue, Arlington, Massachusetts, 02476 at which time and place they will be publicly opened and read. Bids to receive consideration must be in the hands of the Purchasing Agent or his authorized representative not later than the day and hour above mentioned.

Bids received after this time will not be accepted. Specifications and Proposal Forms may be obtained at the Office of the Purchasing Agent, 730 Massachusetts Avenue, Arlington, MA.

All bids must be in sealed envelopes plainly marked:

BID #15-35 : SCHOOL BUS TRANSPORTATION/AHS ATHLETIC DEPT., AUGUST 27, 2015

Attention is called to the fact that minimum wage rates and health and welfare and pension fund contributions are established for this contract and are a part of the specifications.

Pursuant to MGL Chapter 30B, §10, a Certificate of Non-Collusion must be submitted with all bids. In addition, bidders must certify compliance with MGL Chapter 62C, §49A.

For further information please contact Domenic R. Lanzillotti, Purchasing Officer, 781-316-3003 or email to dlanzillotti@town.arlington.ma.us.

The Town Manager reserves the right to cancel any Invitation for Bid, to reject in whole or in part any and all bids, when it is deemed in the best interest of the Town of Arlington to do so.

Adam W. Chapdelaine
Town Manager

August 11, 2015

Bid # 15-35 Transportation (Bus) - Athletics Dept.

Provide transportation as required by the Arlington High School Athletics Department to transport students to and from Athletic events.

The Contractor shall permit school buses to be operated only by trained and competent drivers who hold licenses for the operation of school buses in the Commonwealth of Massachusetts. Every driver shall comply will all applicable state and federal laws, including the Massachusetts General Laws, the regulations of the Registry of Motor Vehicles, and the Department of Public Utilities as applicable to school vehicle operators,

For bidding purposes, the bidder is advised that Arlington High School is a member of The Middlesex League and that the majority of trips will be made to, but not limited to: Belmont, Burlington, Lexington, Melrose, Reading, Stoneham, Wakefield, Watertown, Wilmington, Winchester, Woburn

The schedule of dates and locations will be managed by the Athletics Director and furnished to the successful bidder when available. All scheduling arrangements will be made directly with the Athletics Director. Contractor is responsible for ensuring that drivers know the location and appropriate route to each venue.

The Contractor and the Athletic Director will mutually agree upon the appropriate size vehicle for each outing based on the schedule.

The Contractor and the Athletic Director will mutually agree upon pick-up and drop off times. Punctuality is a must and Athletic Director must be notified of any delays and the reason for them.

Should the Contractor for any reason not be able to provide services for a scheduled trip, it is the responsibility of the contractor to notify the Athletic Director and provide substitute transportation equivalent to the service the contractor would have provided. In such cases the Contractor is responsible for ensuring that the substituted transportation adheres to all equipment and driver requirements set forth above.

Vehicles are expected to remain at the destination site for the full duration of the event unless otherwise indicated in writing by the Athletics Director. In the event of school cancellation (resulting in event cancellation) due to inclement weather conditions, Arlington Public Schools will not incur any cost.

A copy of the 2014/2015 usage is attached for example purposes.

The Athletics school year runs from August through June

The period of the contract will be for thirty-six (36) months beginning August 2015 and ending June 2018

Busing company is to supply own liability and worker's compensation insurance naming the Town of Arlington as an additional insured. The selected transportation company must also furnish a letter to the Town stating that all transportation drivers have been properly background checked.

Rule for Award

The contract will be awarded to the responsive and responsible bidder offering the lowest total price for the entire contract period.

References

Bidder shall submit references from at least 3 current accounts of similar scope and size, complete with contact names and telephone numbers,.

If you have any questions please call: Domenic R. Lanzillotti, Purchasing Officer, 781-316-3003 or email to dlanzillotti@town.arlington.ma.us

Bid Pricing Sheet

The contract will be for one (1) year from September 1, 2015 thru August 31, 2016, with an option to renew for 2 additional years at the sole discretion of the Town of Arlington. 2nd & 3rd year renewal will be subject funding.

Award will be made on the total price of Year 1 (2015-16).

	2015-16 Yr 1	2016-17 Yr 2	2017-18 Yr 3
Flat rate per trip 3:00 hours or less: \$	\$	\$	\$
Estimated trips per year:	x 86 trips		
Subtotal Annual Cost	\$	\$	\$
Flat rate per trip 3:01-5:00 hours: \$	\$	\$	\$
Estimated trips per year;	x 210 trips		
Subtotal Annual Cost	\$	\$	\$
Flat rate per trip 5:01 hours or more: \$	\$	\$	\$
Estimated trips per year:	x 8 trips		
Subtotal Annual Cost	\$	\$	\$
Total	\$	\$	\$

AUTHORIZED SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

COMPANY: _____

ADDRESS: _____

TEL. NO. _____ FAX NO. _____

EMERGENCY CONTACT PERSON: _____

TEL. NO.: _____

EMAIL: _____

DATE: _____

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.

(Signature of individual submitting bid or proposal)

(Name of individual submitting bid or proposal)

Name of Business

Date

Pursuant to M.G.L. Chapter 62C, Section 49A, I certify under the penalties of perjury that I have complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Social Security Number or
Federal Identification Number

Signature of Individual or Responsible
Corporate Officer and Title

**NON-COLLUSION FORMS
MUST BE SIGNED AND
SUBMITTED WITH BID**

2014/2015

Fall Season

August 27th- November 10th

** football/cheer until Nov 30th*

		<i>it of trips</i>	Pick up time	# of players	Duration
Cheerleading		4	6:00 PM	10-15	4 hours
Cross Country	- Boys	3	2:45 PM	35+	4 hours
Cross Country-	Girls	3	2:45 PM	25+	4 hours
Field Hockey					
	V/JV	10	2:45 PM	35	4 hours
	Frosh	8	2:45 PM	10-15	3 hours
Football					
	V	5	5:00 PM	25	5 hours
	JV	5	8:00 AM	20	4 hours
	Frosh	4	2:45 PM	15	4 hours
Golf		6	2:45 PM	10-12	n/a
Soccer- Boys					
	V/JV	10	2:45 PM	45	4 hours
	Frosh	8	2:45 PM	15	3 hours
Soccer- Girls					
	V/JV	10	2:45 PM	45	4 hours
	Frosh	8	2:45 PM	15	3 hours
Swimming		6	2:45 PM	20-25	4 hours
Volleyball					
	V/JV	10	2:45 PM	25	4 hours
	Frosh	8	2:45 PM	10-15	3 hours

2014/2015

Winter Season

December 1st- March 10th

Spring Season

March 15th- June 1st

			# of trips	Pick up time	# of players	Duration
Basketball- Boys	V/JV	12	4:30 PM	35	5 hours	
	Frosh	10	2:45 PM	10	3 hours	
Baseball - Girls	V/JV	11	2:45 PM	30	4 hours	
	Frosh	9	2:45 PM	15	4 hours	
Softball	V/JV	11	2:45 PM	30	4 hours	
	Frosh	9	2:45 PM	10	4 hours	
Lacrosse- Boys	V/JV	11	2:45 PM	40	4 hours	
	Frosh	7	2:45 PM		3 hours	
Lacrosse- Girls	V/JV	11	2:45 PM	45	4 hours	
	Frosh	7	2:45 PM	15	3 hours	rs
Outdoor Track- Boys		7	2:45 PM	40-45	5 hours	
Outdoor Track- Girls		7	2:45 PM	60-65	5 hours	
Tennis- Boys		11	2:45 PM	20	4 hours	
Tennis- Girls		11	2:45 PM	20	4 hours	
Volleyball	V/JV	10	2:45 PM	25	4 hours	

of trips Pick up time # of players Duration

From: "MA Prevailing Wage" <prevailingwages@state.ma.us>
To: dlanzillotti@town.arlington.ma.us
Date: 08/10/2015 04:40 PM
Subject: Prevailing wage schedule for Wage Request number :20150810-040

The following prevailing wage rates apply to school bus drivers employed by the contractor for your school bus transportation contract, as determined by the Department of Labor Standards under the provisions of G.L. c. 71, §7A.

A copy of this determination shall be made available to all prospective bidders. This determination shall be made a part of the contract for said services and shall be in effect for the duration of the original contract term. Any exercise of an option to renew or extend the original contract term must include updated prevailing wage rates. The successful bidder shall post a copy of the prevailing wage rates in a conspicuous place for the duration of the original contract term and any extensions thereof.

Prevailing wage rates apply to all drivers who operate under a school bus transportation contract, including the transportation of students to and from school, special education transportation, school-related athletic events, field trips, and other school-related activities covered by the contract.

Prevailing wage rates must be paid to school bus drivers for all activities directly associated with the transportation of pupils. In addition to time spent on routes, this includes time spent performing mandatory vehicle safety checks, fueling, and travel between routes and garages, parking lots, and other places where buses are stored.

THIS IS A SYSTEM-GENERATED EMAIL. PLEASE DO NOT REPLY TO THIS EMAIL.
TO CONTACT DLS REGARDING PREVAILING WAGE MATTERS CALL 617.626.6953

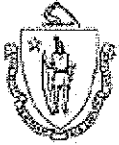
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APPROVAL/DENIAL COMMENTS

This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure, or distribution is strictly prohibited and may be the subject of legal action. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message. Thank you.

Attachments:

File: [20150810-040.pdf](#) Size: 83k Content Type: application/pdf



**THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DEPARTMENT OF LABOR STANDARDS**

Prevailing Wage Rates

As determined by the Director under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H

CHARLES D. BAKER
Governor

RONALD L. WALKER, II
Secretary

KARYN E. POLITO
Lt. Governor

WILLIAM D MCKINNEY
Director

Awarding Authority: Town of Arlington
Contract Number: 15-35 **City/Town:** ARLINGTON
Description of Work: Provide Transportation as required by the Arlington High School Athletics Department to transport students to and from athletic events. 1 year contract, option to renew for second and third years.
Job Location: As Required

Information about Prevailing Wage Schedules for Awarding Authorities and Contractors

- This wage schedule applies only to the specific project referenced at the top of this page and uniquely identified by the "Wage Request Number" on all pages of this schedule.
- An Awarding Authority must request an updated wage schedule from the Department of Labor Standards ("DLS") if it has not opened bids or selected a contractor within 90 days of the date of issuance of the wage schedule. For CM AT RISK projects (bid pursuant to G.L. c.149A), the earlier of: (a) the execution date of the GMP Amendment, or (b) the bid for the first construction scope of work must be within 90-days of the wage schedule issuance date.
- The wage schedule shall be incorporated in any advertisement or call for bids for the project as required by M.G.L. c. 149, § 27. The wage schedule shall be made a part of the contract awarded for the project. The wage schedule must be posted in a conspicuous place at the work site for the life of the project in accordance with M.G.L. c. 149 § 27. The wages listed on the wage schedule must be paid to employees performing construction work on the project whether they are employed by the prime contractor, a filed sub-bidder, or any sub-contractor.
- All apprentices working on the project are required to be registered with the Massachusetts Division of Apprentice Standards (DAS). Apprentice must keep his/her apprentice identification card on his/her person during all work hours on the project. An apprentice registered with DAS may be paid the lower apprentice wage rate at the applicable step as provided on the prevailing wage schedule. **If an apprentice rate is not listed on the prevailing wage schedule for the trade in which an apprentice is registered with the DAS, the apprentice must be paid the journeyworker's rate for the trade.**
- The wage rates will remain in effect for the duration of the project, except in the case of multi-year public construction projects. For construction projects lasting longer than one year, awarding authorities must request an updated wage schedule. Awarding authorities are required to request these updates no later than two weeks before the anniversary of the date the contract was executed by the awarding authority and the general contractor. For multi-year CM AT RISK projects, awarding authority must request an annual update no later than two weeks before the anniversary date, determined as the earlier of: (a) the execution date of the GMP Amendment, or (b) the execution date of the first amendment to permit procurement of construction services. Contractors are required to obtain the wage schedules from awarding authorities, and to pay no less than these rates to covered workers. The annual update requirement is not applicable to 27F "rental of equipment" contracts.
- Every contractor or subcontractor which performs construction work on the project is required to submit weekly payroll reports and a Statement of Compliance directly to the awarding authority by mail or email and keep them on file for three years. Each weekly payroll report must contain: the employee's name, address, occupational classification, hours worked, and wages paid. Do not submit weekly payroll reports to DLS. A sample of a payroll reporting form may be obtained at <http://www.mass.gov/dols/pw>.
- Contractors with questions about the wage rates or classifications included on the wage schedule have an affirmative obligation to inquire with DLS at (617) 626-6953.
- Employees not receiving the prevailing wage rate set forth on the wage schedule may report the violation to the Fair Labor Division of the office of the Attorney General at (617) 727-3465.
- Failure of a contractor or subcontractor to pay the prevailing wage rates listed on the wage schedule to all employees who perform construction work on the project is a violation of the law and subjects the contractor or subcontractor to civil and criminal penalties.

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
School Bus						
Athletic/ Field Trips/ Extra-Curricular <i>SCHOOL BUS - 25/EASTERN-8751/FIRST STUDENT</i>	09/01/2014	\$16.48	\$-	\$0.00	\$0.00	\$16.48
	09/01/2015	\$16.58	\$-	\$0.00	\$0.00	\$16.58
	09/01/2016	\$16.68	\$-	\$0.00	\$0.00	\$16.68
School Bus Driver <i>SCHOOL BUS - 25/EASTERN-8751/FIRST STUDENT</i>	09/01/2014	\$24.25	\$-	\$0.00	\$0.00	\$24.25
	09/01/2015	\$24.50	\$-	\$0.00	\$0.00	\$24.50
	09/01/2016	\$24.75	\$-	\$0.00	\$0.00	\$24.75

Additional Apprentice Information:

Minimum wage rates for apprentices employed on public works projects are listed above as a percentage of the pre-determined hourly wage rate established by the Commissioner under the provisions of the M.G.L. c. 149, ss. 26-27D. Apprentice ratios are established by the Division of Apprenticeship Training pursuant to M.G.L. c. 23, ss. 11E-11L.

All apprentices must be registered with the Division of Apprenticeship Training in accordance with M.G.L. c. 23, ss. 11E-11L.

All steps are six months (1000 hours.)

Ratios are expressed in allowable number of apprentices to journeymen or fraction thereof, unless otherwise specified.

** Multiple ratios are listed in the comment field.

*** APP to JM; 1:1, 2:2, 2:3, 3:4, 4:4, 4:5, 4:6, 5:7, 6:7, 6:8, 6:9, 7:10, 8:10, 8:11, 8:12, 9:13, 10:13, 10:14, etc.

**** APP to JM; 1:1, 1:2, 2:3, 2:4, 3:5, 4:6, 4:7, 5:8, 6:9, 6:10, 7:11, 8:12, 8:13, 9:14, 10:15, 10:16, etc.