

**ACTION ITEM**

**Date:** March 19, 2018

**To:** Raymond E. Lechner, Ph.D.  
Superintendent

**From:** Gail F. Buscemi  
Business Manager

**Subject:** Special Education Student Transportation Contract

**Proposed Action by Board of Education**

Approve the three-year contract covering fiscal years 2019-21, for special education student transportation services with North Shore Transit (NST).

**Award the Base Bid for FY19 for In-District Special Education Transportation as follows:**

Rate per Day: \$310.23 Per Bus, Per Day

With an estimated annual amount of \$273,002 for FY19

**Award the Base Bid for FY19 for Out of District Special Education Transportation as follows:**

Rate per Round Trip: \$236.29 Per Bus, Per Round Trip

With an estimated annual amount of \$415,870 for FY19

Rate per Round Trip: \$310.23 Per Air-Conditioned Bus, Per Round Trip

With an estimated annual amount of \$54,600 for FY19

**FY19 Activities, Charters and Field Trips as follows:**

Rate per hour: \$56.00 Per Hour, with minimum Trip Charge of \$112.00

With an estimated annual amount of \$35,280 for FY19

**FY19 Athletic Trips as follows:**

Rate per hour: \$56.00 Per Hour, with minimum Trip Charge of \$84.00

With an estimated annual amount of \$896 for FY19

**FY19 Summer School Transportation as follows:**

Cost per triple tier: \$310.23 Per Bus, Per Day

With an estimated annual amount of \$14,891 for FY19

**FY20 and FY21 as follows:**

There will be a percentage increase of 3% for FY20 and 3% for FY21.

**Background**

Subject to Section 6-106.11 of the Illinois Vehicle Code, school boards may enter into contracts for up to 3 years for transportation of pupils to and from school. Such contracts may be extended for up to 2 additional years by mutual agreement of the parties. Our current 3-year contract with extensions will expire at the end of fiscal year 2018.

The School Code ILCS 5/10-20.21 states that bids can be awarded by first considering the bidder or bidders most able to provide safety and comfort for the pupils, stability of service, and any other factors set forth in the request for proposal regarding quality of service, and then price. However, at no time shall a cause of action lie against a school board for awarding a pupil transportation contract

per the standards set forth in this subsection (a) unless the cause of action is based on fraudulent conduct.

An invitation to bid for transportation services for Wilmette Public School District 39 was made available to the public on January 25, 2018. In addition, an announcement was published in the Chicago Tribune Pioneer Press. Three vendors submitted bids that were then evaluated. One vendor submitted a bid for out of district transportation only and is being considered a nonresponsive bid. The invitation to bid did not invite partial bids. The district feels that students are best served by a vendor providing the full scope of services.

A value was assigned to each of the criteria in the matrix. Safety and comfort was the highest valued criteria in our matrix. Both of the remaining vendors received high marks for all criteria selected. Once this score was determined, the cost factor was considered. North Shore Transit's bid proposal came in the lowest for FY18-19 by \$61,000. The percentage increase for FY20 and FY21 is the same for both companies.

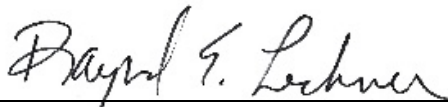
The Administration recommends signing a three-year contract with NST, the company that has been providing our special education bus service for the last five years. The District has been satisfied with the level of service NST has provided. NST is one of fifteen wholly owned subsidiaries of Cook-Illinois Corporation. Cook-Illinois Corporation is one of the largest school bus contractors in North America, and the largest family owned and operated school bus organization in the country. The company provides over 2,200 school buses in and around the Chicagoland area on a daily basis.

NST is committed to safety. The training NST provides to its drivers and aides is extensive and includes a special sensitivity training session for all special education drivers and aides. All of their drivers are specifically trained to handle children with learning disorders, behavior disorders, and autism. The drivers are also made aware of the different types of seizures and how to handle various situations before they are eligible to transport any students. NST continues its high expectations of both drivers and aides by providing ongoing safety meetings and specialized training.

Additionally, NST and Cook-Illinois Corporation are committed to safety and environmental issues. NST has been using alternative fuels for powering their buses. Over 95% of their fleet is using bio-diesel fuel, which may reduce harmful emissions by over 30% and is better for the environment and the children we transport.

The Administration recommends approval of the three-year contract of outsourced bus services through NST.

**Recommended for approval  
by the Board of Education**



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**Raymond E. Lechner, Ph.D.  
Superintendent**