



**MARLBOROUGH PUBLIC SCHOOL DISTRICT
ADDENDUM NO. 1**

SCHOOL TRANSPORTATION

Bid/Contract #MPS.2019-0719

Issue Date: August 5, 2019

This **ADDENDUM** modifies, amends, and supplements designated parts of the Requests for Proposals and identified services and are hereby made a part thereof by reference and shall be as binding as though inserted in its entirety in the locations designated hereunder. It shall be the responsibility of each Proposer to notify any subcontractors and suppliers they propose to use for various parts of the services of any changes or modifications contained in this **ADDENDUM**. No claims for additional compensation, due to lack of knowledge of the contents hereof, will be considered.

Notice to Bidders:

General Notice to all bidders: The deadline for follow-up questions for items discussed in this addendum #1 has been established as 12:00 PM (noon) on Wednesday, August 7th.

Please see "ATTACHMENT A" for an IFB document that has been amended to reflect the changes made through this addendum. Items changed have been highlighted in green for ease of identification.

RESPONSES TO QUESTIONS (Due August 2, 2019 At 12:00 PM):

1. Would the district consider revising the language relating to liquidated damages for failure to provide camera footage?

RESPONSE: Yes – Item 4.13 has been modified to reflect that the liquidated damages charge will only be triggered after five failures to provide requested camera footage.

2. Would the district consider removing language in item 3.3 that requires a written plan and action steps to register vehicles in the City of Marlborough?

RESPONSE: Yes – item 3.3 has been adjusted to remove this requirement.

3. Would the district consider revising the annual CPI increase language so that there is a minimum 1% increase per year?

RESPONSE: Yes – the CPI language has been revised to reflect a maximum 2.5% increase and a minimum 1% increase annually.

4. Does item 2.12 indicate that the district may add buses without the Contractor being able to charge for this additional bus?

RESPONSE: No – item 2.12 simply states that the District reserves the right to ask for changes without the Contractor changing the daily rate per bus established in the Contractor’s bid. The District understands that adding or removing a route would impact the contract cost by the daily rate of that route. The language for item 2.12 has been adjusted to reflect this.

5. Would the district consider a bid without CPI restrictions?

RESPONSE: No, the District will not remove CPI restrictions from the bid specifications.

6. Item 2.14 reads as if the district is designing the routes, is that the case?

RESPONSE: No - The current Contractor designs the routes and licenses the transportation software. The District does not expect this to change, however, if the District hires a transportation coordinator in the future, the District’s transportation coordinator would have an active role in reviewing and recommending changes to proposed routes. Item 2.14 has been adjusted accordingly.

7. Would the District consider eliminating item 4.11, in which it requires the Contractor to monitor District-owned vehicles?

RESPONSE: Yes – item 4.11 has been crossed off and is no longer required.

8. Would the District consider revising item 8.1 to notifying Contractor of cancelations by 5:30 AM instead of 6:15 AM?

RESPONSE: Yes – item 8.1 was changed to 5:30 AM as recommended.

9. Would the District consider adding to section 3.12 of the RFP that any request to remove one of contractor’s employees must be in writing, state the reasons, and that the request must not violate applicable local, state or federal laws, rules or regulations?

RESPONSE: No. The District does not wish to limit itself in this criterion.

10. Does a bidder need to bid on all three price proposals?

RESPONSE: No - A bidder does not have to bid on all three categories. Bidding on one, two, or all three categories are allowed.

11. Would the district consider pricing standard 77’s with a standard increment add on for type D transit 83 passenger?

RESPONSE: No - The district will not change the bid format to reflect this. However, please be informed that the current fleet utilizes 10 vehicles with 83-passenger capacity.

12. Would the district consider removing the credit line on appendix A and make it a two-tier category? Further, would the district consider adding in a cost category for possible 2-tier non-continuous routes that may be needed once the redistricting happens?

RESPONSE: Yes - Bid Form Category 1 has been amended to reflect this request. Further, a line for the daily price of a possible 2-tiered non-continuous route has been added (meaning that a bus does tier 1 and tier 3, and is not needed for tier 2, resulting in a 2-tier route with higher labor costs). At this point we are only allowing for a daily cost for such non-continuous routes to be included in the bid form. We cannot anticipate how many such routes will be needed, or if they will be needed at all.

13. Would the District consider differentiating minimum costs for extra-curricular transportation between in-town and out of town trips?

RESPONSE: Yes - Bid Form Category 1 – Page 2 has been amended to reflect \$50 minimum for in-town and \$150 minimum for out of town.

14. Would the district allow for an extension to submit bids if requested?

RESPONSE: Yes - The district is open to taking the necessary steps to ensure competition. All reasonable requests will be considered.

15. Did every route during the 2018-19 school year have a permanently scheduled driver, or were some routes covered by spare/temp drivers? Did NRT Bus have a full complement of spare drivers last year?

RESPONSE: Yes - The Contractor states that every route had a permanently scheduled driver on it, and that they had a full complement of spare drivers.

16. Page 12, #4.1.0 states that if needed, contractor will provide 83px vehicles – how many 83s were used during 2018-19?

RESPONSE: Up to 10 vehicles with 83-passanger capacity were used in FY19.

17. Page 17, #7.4 states “... prices, which will increase or decrease each year based on the CPI...” However, page 21, #11.8 states “The contract cannot decrease in value due to a negative CPI.” Please clarify.

RESPONSE: The original CPI language intended to say that the contract price would never decrease year-over-year, even in an unlikely negative CPI situation. The CPI language has been amended as part of this addendum. Please see addendum answer to question #3.

18. Page 18, #9.2 refers to a credit for fuel supplied, while #7.1 on page 17 states fuel is provided by the contractor. Please clarify.

RESPONSE: Fuel is to be provided solely by the contractor.

19. Page 18, #9.5 refers to field trip payments. Has any school’s student activity account ever failed to pay for a field trip?

RESPONSE: The District is not aware of any instances in which a bill for transportation services has not been paid to any of our transportation providers, either through the general fund or student activity funds.

20. Page 19, #10.2.1 refers to 10 AMSA Charter School buses – are these included in the 28-bus total for regular ed runs, or are these additional vehicles? Please provide detailed stop times for these routes, as it appears that the school is 2nd tier in the AM and 3rd tier in the PM.

RESPONSE: There are a total of 38 regular education buses. The 10 AMSA buses are on a separate 1-tier run. Please refer to “ATTACHMENT B” for detailed charter school routes.

21. Also, are the 6 Immaculate Conception runs considered part of the 10 Charter School runs, or are they separate?

RESPONSE: Immaculate Conception routes are separate from AMSA. Please see “ATTACHMENT C” for detailed IC runs.

22. Page 21, #11.4 refers to a 3-year loss run – is this for our operations in Massachusetts only?

RESPONSE: Yes.

23. Page 22, #12. b describes penalties for lateness. Item (i) states that 1/3 of the bid price will be deducted for each increment of 20 minutes that a bus is late, between 20 and 60 minutes. If the bus is 60 minutes late, that is 3 units of 20 minutes, so the deduction is 3 x 1/3 or 100%. Is our reasoning on these deductions correct?

RESPONSE: Yes.

24. Page 24, Part A, Credit – please explain under what circumstances 7 fewer buses would be required.

RESPONSE: The language pertaining to a credit has been removed from Bid Form Category 1, Page 1. Please see “ATTACHMENT A” for bid specification document with changes made through this addendum.

25. Page 25, Part B requests prices for trips – these prices are flat for the 5-year contract term, correct? And are the 10,000 miles and 1,000 hours estimates for each year, or for the total 5-year contract term?

RESPONSE: Bid Form Category 1, Page 2 bid numbers may be adjusted per CPI stipulations (except for minimum charges ceilings of \$50 and \$150). Assume miles and hour estimates are for year 1.

26. Page 25, Part B references a Minimum charge per trip - is there a place to bid the trip minimum, or is the \$50 maximum to be used?

RESPONSE: Bid Form Category 1, Page 2 minimum charge ceilings have been adjusted to reflect \$50 for in-town and \$150 for out of town trips.

27. Page 27 refers to Special Education transportation. How many wheel chair tie downs do you require for the Ford 250 and for the Type II vehicles? Also, what is the capacity of the Ford 250 or equivalent?

RESPONSE: There are 8 tie downs for 2 wheelchair vans (Capacity -7 passengers) and 2 half buses (Capacity - 47 passengers).

28. Page 30 refers to homeless transportation – what capacity vehicle would you like us to price?

RESPONSE: Please price 7-person capacity vehicles.

29. MHS #9 shows 2 runs in the PM, one from 1:40 to 2:14, and the other from 1:49 to 2:31 – both going from the bus yard on Fox Rd to MHS and ending at Whitcomb.
MHS #12 also shows 2 runs in the PM, one from 1:40 to 2:34, and the other from 2:00 to 2:33.
MHS #13 also shows 2 runs in the PM, one from 1:49 to 2:27, and the other from 1:47 to 2:15.
Please explain how one bus can perform two runs at the same time.

RESPONSE: The current vendor utilizes 2-tier vehicles to split these three MHS routes in the afternoon only.

30. Whitcomb routes #15, 16, 17, 18, 19, and 23 start at the Immaculate Conception School – please provide detailed stop times for these routes.

RESPONSE: Please see “ATTACHMENT C.”

31. Whitcomb routes #20, 22, 24, and 25 start at MHS, however the MHS route sheets do not show any of these vehicles going to the High School. Please clarify.

RESPONSE: Different bus number covering PM run at MHS, as explained in question 29.

32. Page 27, Bid Form Category 2 refers to 4 hours and 160 miles daily – is this total time and miles from garage to garage, or from 1st pick-up to last drop-off, or?

RESPONSE: From first pick up to last drop off.

33. At the bottom of page 27, the adjustment for over 4 hours is in 30 minute increments... if you are rounding to that, either party stands to lose 14 minutes one way or the other. Most time adjustments are based on 15-minute increments – would the District consider changing this?

RESPONSE: Yes - the language has been amended to reflect 15 minutes.

34. Page 30, Bid Form Category 3 asks for a Fiscal Year 2021 total. Should we assume:
1 vehicle for each of the 7 destinations
1 trip both AM and PM
180 days/year

RESPONSE: Yes - please calculate FY21 total based on this assumption.

35. For the regular education routes from 2018-19 that are posted on the District web site, do you have miles traveled for each route?

RESPONSE: Please see “ATTCHMENT D.”

36. How many prime time (during afternoon routes) sports trips are there each year? And what is the maximum number on any given day?

Response: We were unable to fully determine this information at this time. However, the below information was provided by our Athletics Department about the monthly number of sports trips in FY19:

August/September – 39
October – 44
November – 13
December – 22
January – 36

February – 14
March/April – 36
May – 40

Total FY19 athletic trips – 244

37. DRIVERS:

- Can you provide a copy of the driver seniority list?
- Do the drivers have a minimum hour guarantee for AM and PM runs?
- How many paid holidays do the drivers get?
- Are the drivers paid for fueling, bus washing and/or shuttling?

RESPONSE: MPS does not hold this information and it was not made available to us by our Contractor.

38. How many Contractor provided monitors were used during 2018-19?

RESPONSE: Ten monitors were provided by our Contractor during FY19.

39. Copies of current school year routes to also include any shuttles, noon routes, late route, etc. Most importantly we need enough information to calculate the labor hours required to operate the routes.

RESPONSE: Please refer to <https://www.mps-edu.org/Page/99> for MPS routes as well as “ATTACHMENT B” and “ATTACHMENT C” of this addendum.

40. Any anticipated summer routes.

RESPONSE: In July 2019 we ran four 2-tier regular education buses to MHS and Jaworek Elementary, please see “ATTACHMENT D” for specific routes. We ran an additional two routes for pre-school summer programs, and four 2-tier mini buses for special education programs. The routes for pre-school and special education runs may not be provided for privacy reasons. For July 2020, we anticipate running additional regular education buses, possibly extending from four 2-tier to six 2-tier routes.

41. Projected extracurricular volume – Field trips and athletics

RESPONSE: The estimated extracurricular volume is 325 trips and 450 busses.

42. Detailed transportation budget

RESPONSE: FY20 Budget as Follows (estimated as it is CPI dependent):

MPS and AMSA Reg Ed:

North Reading Transportation Contract - MPS and AMSA
 FY20 Projection:
 \$309.32/bus x 21 buses x 180 School Days = \$1,169,230
 \$279.50/bus x 17 Buses x 180 School Days = \$855,270
 \$55.22/bus x 5 buses x 180 School Days = \$49,698 (PM runs)
 (Minus IC) \$113.41/bus x 6 x 180 School Days = \$122,482.80
 \$55.22/bus x 2 x 180 School Days = \$19,879 IC TOTAL=
 \$142,363 to Tranp DW Non Pub 48024D02-70413
 Transportation DW REGDAY = \$,2,074,198 -\$142,363 = \$1,931,835
 Total projection for FY20: \$1,931,835 ..

Immaculate Conception:

North Reading Transportation Contract - IC
 FY20 Projection:
 \$113.41/bus x 6 Buses x 180 School Days = \$122,483
 \$55.22/bus x 2 buses x 180 School Days = \$19,879 (PM runs)
 Total projection for FY19: \$142,362 |

In-District Special Education:

ECC/Phoenix program: 2 Buses @ 314.30/day x 180 days = \$113,148
In-District Special Education: 8 Buses @ 314.30/day x 180 days = \$452,592
8 Monitors @ \$22.48/hr x 180 days = \$132,265
3 Wheelchair Vans @ \$255.74/day x 180 days = \$138,100
Subtotal In-district Special Education Transportation: \$836118

43. 2020-21 school district calendar (or most recent calendar)

RESPONSE: FY21 calendar is not available. Please refer to page 43 of "ATTACHMENT A" for FY20 calendar.

44. Sample of most recent invoices which demonstrate how the current contract is being billed.

RESPONSE: Please refer to "ATTACHMENT F." Please note that additional back-up information for homeless and special education transportation is provided by the vendor. These have not been attached to this addendum for privacy reasons.

45. Would MPS consider adding language to the contract to provide for rate adjustments if/when federal, state, or local laws change or impose additional equipment requirements other than those set forth in the bid specifications?

RESPONSE: No - We would not consider adding this language.

46. Is the \$25/hour rate in item 2.21 required for regularly scheduled routes as well as extra-curricular runs?

RESPONSE: No - this rate shall be required for regularly scheduled routes only. Item 2.21 has been amended to reflect this change.

47. Please provide a copy of the current contract with NRT Bus, as well as copies of all invoices submitted by NRT Bus for April, May, and June 2019.

RESPONSE: Please refer to "ATTACHMENT F," "ATTACHMENT G," and "ATTACHMENT H."

48. Please provide a listing of the violations and penalties assessed during the 2018-19 school year to NRT Bus.

RESPONSE: A list of violations has not been kept, and no penalties have been assessed in FY19.

49. Please provide a copy of NRT Bus's current fleet list.

RESPONSE: Please refer to "ATTACHMENT I."

50. Please provide a listing of bid registrants.

RESPONSE: Please refer to "ATTACHMENT J."

Addendum Attachments

Attachment A – Bid Specs with Addendum Modifications

Please note that the lines in which changes have been made from the originally released bid document have been highlighted in green for ease of identification.

Attachment B – Charter School Runs

Attachment C – Immaculate Conception Run

Attachment D – Miles Per Route

Attachment E – Summer Regular Education Routes

Attachment F – Recent Transportation Invoices by Current Contractor

Attachment G – NRT FY16-FY18 Contract

Attachment H – NRT Contract Two-Year Optional Extension

Attachment I – Contractor Equipment List

Attachment J – List of Bid Registrants

END OF ADDENDUM NO. 1
AUGUST 5, 2019

City of Marlborough



MARLBOROUGH PUBLIC SCHOOL DISTRICT



INVITATION FOR BIDS

FOR

SCHOOL TRANSPORTATION

CONTRACT TERM: July 1, 2020 - June 30, 2025

Bid/Contract #MPS.2019-0719

**QUESTIONS REGARDING BID
DOCUMENTS OR REQUIREMENTS ARE
DIRECTED TO:**

**Douglas Dias
Director of Finance & Operations
District Education Center
17 Washington Street
Marlborough, MA 01752
ddias@mps-edu.org**

**Proposal Submission Due Date: August
16, 2019 at 10:00 am**

**QUESTIONS REGARDING BID
DISTRIBUTION ARE DIRECTED TO:**

**Beverly J. Sleeper
Chief Procurement Officer
City Hall
140 Main Street
Marlborough, MA 01752
bsleeper@marlborough-ma.gov
Direct #: 508-460-3707**

**Date of Issue: July 19, 2019 at 12
Noon**

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CITY OF MARLBOROUGH

MARLBOROUGH PUBLIC SCHOOLS

INVITATION TO BID

SCHOOL TRANSPORTATION

Sealed bids for furnishing Regular Day, Private School, Charter School, Extra Curricular, In-District SPED, and Homeless School Transportation and related services for a period of five (5) years beginning July 1, 2020 and ending June 30, 2025, for the Marlborough Public Schools will be received on behalf of the School Committee as the Awarding Authority at the Office of the Director of Finance, District Education Center, 17 Washington Street, Marlborough, MA 01752 until **10:00 a.m., August 16, 2019** at which time the bids will be publicly opened and read aloud. Bid envelopes must be clearly marked "School Transportation 7-1-2020. Late bids will not be accepted. A pre-bid conference to review the bid specifications and contract documents will be held for all interested bidders @ **1:30 p.m. on July 31, 2019** at the District Education Center, 17 Washington Street, Marlborough, MA 01752, or as otherwise arranged. Bidders are strongly encouraged to attend the pre-bid conference, to inspect current bus routes and to discuss anticipated changes prior to submission of their bids. A copy of the Invitation for Bids (IFB) documents may be obtained as of **12 Noon on July 19, 2019**, from the Procurement Office website by registering and downloading the proposal documents at <https://www.marlborough-ma.gov/bids>. Questions concerning the IFB documents must be submitted in writing to: Douglas Dias via email to ddias@mps-edu.org as specified in the bid documents. Questions concerning distribution of bid documents must be submitted to Beverly Sleeper, Chief Procurement Officer at bsleeper@marlborough-ma.gov or 508-460-3707. This bid and contract are solicited under Chapter 30B of the Massachusetts General Laws (Uniform Procurement Act. The Commonwealth of Massachusetts, Division of Labor Standards has determined that no rate of pay for school bus drivers can be prescribed for Marlborough pursuant to M.G.L. c.71 s.7A and therefore do not apply to execution of services under this contract. A bid bond, certified check or money order in the amount of five (5%) of the bid amount, payable to the City of Marlborough c/o Marlborough Public Schools must accompany each bid. A 100% performance bond equal to the first year's contract amount will be required of the successful bidder and required in each year of the contract by the successful bidder. The City of Marlborough by its School Committee reserves the right to waive any informality in and to accept or reject any or all bids, in part or in whole if it is in the public interest to do so, at their sole discretion. In accordance with the provisions of applicable statutes, laws, rules, regulations, and ordinances, the City of Marlborough does not discriminate in employment or the provision of services and all qualified contractors will receive consideration without regard to race, age, color, religious creed, gender, handicap, sexual orientation, veteran's status or national origin. This legal notice shall also be posted on the Massachusetts Newspaper Publishers Association's (MNPA) website (masspublicnotices.org).

Mayor Arthur Vigeant, Chairperson
Marlborough Public School Committee

SPECIFICATIONS
AND
GENERAL INFORMATION AND INSTRUCTIONS TO BIDDERS

1 General

- 1.1 Sealed bids for pupil transportation as required by the Marlborough Public Schools (“MPS”) and as set forth in the following "INFORMATION AND INSTRUCTIONS TO BIDDERS" prepared under the direction of the District will be opened in the Office of the Director of Finance of Schools, located at 17 Washington Street, Marlborough, MA 01752 on the day and hour stated in the Invitation to Bid.
- 1.2 The person, firm or corporation making such proposal shall submit it in a sealed envelope to the Office of the Director of Finance of Schools at the place herein mentioned on or before the hour and day stated in the Invitation to Bid hereof: the envelope shall be endorsed on its face with: (1) the name of the person, firm or corporation making such proposal (2) the date of its presentation and (3) titled with the words ***"Sealed Bid for School Bus Transportation 2020-2025."***
- 1.3 The bidder to whom the award is made must enter into a written contract within thirty (30) days with the MPS after receipt of a written Notice of Award of contract and requirements set forth in these Specifications, Information and Instructions to Bidders shall be considered binding and a part of the contract with the successful bidder. The successful bidder and awarding authority may jointly increase the time to enter into a written contract to sixty (60) days.
- 1.4 Bidders must use prescribed bid forms incorporated herein and provided with these specifications as **Appendix “A”**. The School Committee as the Awarding Authority reserves the right to reject any and all bids, or to accept any bid even if that bid is not the lowest, and to waive informalities in the bidding if it is in the public interest to do so. The MPS will award the contract(s) to the lowest responsive and responsible bidder(s) for each category of school transportation specified pursuant to this Invitation to Bid. A bidder may bid on one, two, or three categories of school transportation as specified on the Bid Forms. **A bidder must state in the bid whether the bidder is bidding on each category of school transportation separately, or if the bidder’s bid is for a combination of categories of school transportation only.**

All bids submitted in response to this Invitation to Bid must remain firm for sixty (60) calendar days following the bid opening. No bidder may withdraw their bid for such period after the date set for the opening thereof without penalty or forfeit of bid deposit.

- 1.5 One (1) original and three (3) copies of the Bid Documents are required to be submitted.
- 1.6 Bidders shall submit, with their bid, five (5) originals of the vote of the Board of Directors, if a corporation, authorizing submission of this bid, execution of a contract and bonds.
- 1.7 Non-Collusion Statement and Non-Debarment Certification have been included within the Bid Form incorporated herein and attached hereto as **Appendix “B”**. One (1) original of the required certifications form is to be submitted as follows: The Tax Certification and Unemployment Contribution Certification Form shall be signed and enclosed with the

contract documents.

- 1.8 A bid must be signed by an authorized individual(s) as follows: 1) if the bidder is an individual, by her/him personally, 2) if the bidder is a partnership, by the name of the partnership, followed by the signature of each general partner; and 3) if the bidder is a corporation, by the authorized officer of the Corporation whose signature must be attested to by the Clerk/Secretary of the corporation and the corporate seal affixed or by a duly authorized officer of the company.
- 1.9 A bidder submitting a bid shall stipulate the names of any officer, official, agent, or employee of the City or MPS that has pecuniary interest in the bid. By submission of a bid, each bidder and each person signing on behalf of any bidder certifies under penalty of perjury, that to the best of his/her knowledge and belief, the prices in this bid have been arrived at independently without collusion, consultation, communication or agreement with any other bidder or competitor, and further, that the prices which have been submitted in this bid have not and will not be knowingly disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or competitor.
- 1.10 The School Committee may make investigation as it deems necessary to determine the ability of the bidder to provide the services and the bidder shall furnish the School Committee all such information and data for this purpose as the School Committee may request. The School Committee reserves the right to reject any bid if the evidence submitted by the investigation of such bidder deems the bidder to be non-responsive or non-responsible.
- 1.11 Performance Bond with surety acceptable to the School Committee for one hundred (100%) percent of the total first year transportation contract cost will be required of the contractor. **The bidder must include with its bid a letter of intent from a licensed surety which indicates that the surety will provide the Contractor with a performance bond in the amount of 100% of the total annual cost of the contract based on the bid submission within ten (10) days of the effective date of a Contract with the MPS.** The Contractor shall pay the cost of such performance bond. Any bond must be issued by a surety company licensed by the Commonwealth's Division of Insurance, listed in the most recent United States Treasury Department Circular 570 - Surety Companies Acceptable on Federal Bonds, and acceptable to the School Committee as the Awarding Authority. If this is a multi-year contract, Contractor will be responsible for providing an updated performance bond to the MPS on or before the renewal date of the contract. Failure to provide same shall be a breach of the agreement, and the School Committee may, notwithstanding any other terms of the contract, cancel same without providing advance notice.
- 1.12 The Contract will be awarded for a period of five (5) years, beginning July 1, 2020 until June 30, 2025.
- 1.13 Bids shall be accompanied by bid security in the form of BID BOND, CERTIFIED CHECK, MONEY ORDER or a TREASURER'S CHECK issued by a responsible bank or trust company and made payable to the City of Marlborough c/o Marlborough Public Schools in the amount of Five Percent (5%) of the value of the first year of the contract. No other form of bid security will be accepted.
- 1.14 Bid security of all but three (3) apparent lowest bidders will be returned within thirty (30) days after bids are opened. Bid security of the three (3) apparent lowest bidders will be

returned within sixty (60) days after bids are opened, or when a contract is executed, whichever is sooner. The lowest responsive and responsible bidder(s) will be required to meet all applicable specifications before return of bid security.

- 1.15 Bids submitted for providing services required under the contract may be for all or one, two, or three categories of school transportation..
- 1.16 Bid prices must be submitted for the first year of this contract. Each year of the contract will be adjusted on the contract anniversary date by the percentage increase, if any, during the preceding 12 month period beginning in July 1, in the Consumer Price index for all Urban Consumers-Boston SMSA, published by the Bureau of Labor Statistics. **The contract will not go up by less than 1% annually and cannot increase in value beyond 2.5% if the CPI exceeds 2.5%.**
- 1.17 Purchases of goods and services by the City of Marlborough and the MPS are exempt from the payment of Federal Excise Tax and Massachusetts Sales Tax, and any such taxes must not be included in any price computations. MA Tax Exemption Certificate # 046-001-399. For information on how to use this form, please contact the City Auditor's Office at 508-460-3774.
- 1.18 Sealed bids for furnishing School Transportation and related services for a period of five (5) years beginning July 1, 2020 and ending June 30, 2025 will be received on behalf of the School Committee at the Office of the Director of Finance and Operations, District Education Center, 17 Washington Street, Marlborough, MA 01752 until **10:00 a.m., August 16, 2019** at which time the bids will be publicly opened and read aloud. A pre-bid conference to review the specifications will be held on **July 31, 2019 at 1:30 p.m.** at the District Education Center, 17 Washington Street, Marlborough, MA 01752. If, at the time of the scheduled bid opening, the location above is closed due to unforeseeable events, the bid opening will be postponed **until 10:00 a.m.** on the next regular business day when the location is available. Signs will be posted at each entrance indicating when the location will be open, and bids will be accepted until that date and time.
- 1.19 If any changes are made to this Invitation to Bid, an addendum will be issued. Addenda will be emailed to all bidders on record as having registered for the bid package through the City of Marlborough's procurement website (<https://www.marlborough-ma.gov/bids>). If this bid is distributed by a third party bid agency, the Marlborough Public Schools is not responsible for issuing addendum to the bidders who receive it from a bid agency and do not register as instructed on the procurement website.
- 1.20 Questions concerning this Invitation to Bid must be submitted in writing to: Doug Dias, Director of Finance and Operations by email at ddias@mps-edu.org before **12 Noon on August 2, 2019**. Written responses will be released as an addendum per above item 1.19. **PLEASE NOTE: Should a prospective bidder have any concerns about meeting any of the requirements of this Bid, such as insurance requirements or any contract term or condition, the bidder must submit concerns in writing prior to the question and response period noted above including a clearly labeled subsection with individual statements specifically identifying any concerns.** Addenda will be emailed to all bidders on record as having received the IFB package.
- 1.21 A bidder may correct, modify, or withdraw a bid by written notice received by the MPS prior to the time and date set for the bid opening. Bid modifications must be submitted in a sealed envelope clearly labeled "Modification No. ____." Each modification must be

numbered in sequence and must reference the original Invitation to Bid.

2 Specific Terms and Requirements

- 2.1 In the event the Contractor is unable to furnish any portion of this transportation contract, the Superintendent of Schools is authorized to hire a bus or buses for such time as necessary. The MPS shall pay to the alternate Contractor the amounts specified in the rate schedule less all expenses and costs incurred by the MPS in securing the services of such alternate personnel or personnel and equipment. The contractor unable to furnish such service under this award will be responsible for 100% of the cost incurred by the district.
- 2.2 Each bid shall contain a detailed description on the forms provided, for each bus to be furnished including the year of manufacture, model number, present mileage, make of body, make of bus, and seating capacity. The MPS reserves the right to reject any unacceptable vehicle. Contractor must submit annual documentation identifying and detailing composition of bus fleet to be used as of August 1st of every year in which the contract is active.
- 2.3 In the event the successful bidder does not have a fleet currently available to meet requirements, the successful bidder shall deliver to the Superintendent of Schools, within ten (10) business days after receipt of a Notice of Award of contract is given or mailed by the School Committee to the successful bidder, documentation of the ability to provide the fleet and to implement the contract as specified. Such documentation is to be presented to the Superintendent for his/her approval or disapproval. If documentation is not approved, the bid will be rejected.
- 2.4 Except where specifically limited by this Contract, the bid price shall be construed to cover all costs incurred by the bidder to perform the services required by the contract. No additional invoices for minutes above the contract prices, fuel surcharges, or hourly rates will be accepted or paid by the Marlborough Public Schools.
- 2.5 The Contractor shall not assign any of its rights or duties, or both its rights and duties, under this Contract without the written approval of the School Committee. If the Contractor is a corporation or trust, and there is a transfer of 50% or more of the beneficial interest or stock of the Contractor during the term of the Contract it shall be treated as an assignment. In either case the Committee may terminate the Contract by giving a written notice.
- 2.6 The School Committee may terminate this Contract by giving written notice of termination to the Contractor, if the Contractor fails to comply with any of the terms of the Contract or if the MPS determines that the Contractor is unfit, unqualified, or unable to perform all of the transportation needs of the MPS under the contract. The School Committee reserves the right to terminate the contract for no cause with a written sixty (60) day notice at any time during the length of this contract.
- 2.7 The School Committee reserves the right to investigate the financial responsibility of any and all bidders to determine the ability of the Contractor to assure service throughout the term of the contract.
- 2.8 Changes in normal starting and dismissal times as noted in these specifications shall be the prerogative of the MPS and shall not be the reason for any adjustment in contract price. The Marlborough Public Schools attempts to have routes that utilize the most

efficient pickup and delivery of students at all time. The bidders are bidding a fixed price and may not adjust their prices for length of route after the fact.

- 2.9 The Contractor shall indemnify, defend, and hold the City, the MPS, its School Committee, officers and employees harmless of any and all claims, losses, costs expenses, or damages of any kind resulting from or arising out of the performance of the contract by the Contractor, its officers, its agents, or its employees.
- 2.10 In the interpretation of the contract and the relations between the Contractor and the MPS, the same shall be construed as being an independent contractor agreement with the Contractor for furnishing of transportation and related services only. The Contractor shall not be held or deemed in any way to be an agent, employee, or official of the MPS.
- 2.11 Nothing in this bid will preclude the MPS from using its own vehicles for transportation purposes.
- 2.12 The MPS shall have the right to make such revisions in routes required to best suit the needs of the MPS at any time before or during the school year. Such revision shall be deemed an ordinary part of the Contract, as long as it is scheduled during the normal use times. No changes for the daily charge per bus shall be made for adjustments of routes and addition of buses, unless otherwise allowed within the bid specifications (e.g. exceeding daily mileage maximums).
- 2.13 Contractor shall provide an individual(s) responsible for all customer service calls and parent inquiry. This individual(s) will solely work on the behalf of the Marlborough Public Schools, and will be available from 6:00 am to 4:30pm each school day. The successful bidder will have a phone number that parents can reach this individual(s) and that number will be staffed so that calls do not go to an automated voicemail box. This individual shall have a dedicated cell phone for the purpose of being reached by MPS Central Office or school administrators. In addition, adequate terminal staff and substitutes during absences to insure that all aspects of this contract are handled in a timely and efficient manner. Contractor will insure that there is always an individual available in the local office to answer radio or telephone calls whenever regular transportation activities are underway. The resume of the individual responsible for the customer service aspect of this contract will be included in the bid. If the district is not pleased with the customer service of this individual, the successful bidder will find a candidate who meets the service requirements of the district.
- 2.14 Contractor shall designate a qualified person who shall work with MPS personnel in the formulation, revision and development of bus routes, stops, etc. The Contractor will assist the MPS in the design or update of routes and time schedules. The Contractor shall provide this service at no extra charge to the MPS. The District may, at its discretion, hire a Transportation Coordinator who would be charged with reviewing the Contractor's proposed routes and making recommended changes.
- 2.15 The Contractor shall implement the transportation mapping software system. The transportation mapping software system utilizes GIS mapping capabilities to identify all school bus routes and school bus stop locations. The Contractor and the MPS will utilize the software to identify efficiencies in school bus route planning. The Contractor shall provide this service at no extra charge to the MPS.
- 2.16 Kindergarten classes shall ride on the same bus as the elementary students for the

morning and afternoon runs.

- 2.17 The Superintendent of Schools shall have complete authority over the Contractor and drivers in the matters pertaining to school transportation, except where specifically limited by the terms of the contract. The Superintendent has the sole authority to reject drivers or employees of the contractor for any reason, and the contractor is solely responsible for providing the drivers or employees. The Superintendent does not have to provide written reasons for rejection. Failure to follow a rejection will result in breach of contract.
- 2.18 In the designation and selections of routes, operations shall be limited to roads, streets and highways that are owned and maintained by the state or city or over which the public has a right of access.
- 2.19 Sample contract to be used by MPS is incorporated herein and attached hereto as **Appendix "C"**.
- 2.20 The Contractor shall make available to MPS families an electronic application that tracks, real time, the location of school buses and estimated arrival time at specific bus stops. The application shall also be able to communicate route-specific notices to families and students. Such an application shall be available for Apple as well as Google mobile and desktop operating systems.
- 2.21 In order to be competitive with area Cities, the bidder will be required to pay a minimum hourly wage of \$25.00 to the Marlborough bus drivers. This rate of pay shall be required for regularly scheduled routes only, and will not be required for extra-curricular transportation.

3 Contractor

- 3.1 Contractor(s) bidding on the contract(s) must present evidence of owning and operating school bus transportation in the United States for a similar size or larger fleet of vehicles for at least three (3) years.
- 3.2 The Contractor shall maintain an office and terminal that shall be manned at all times while buses are in operation exclusive of field trips and/or student activity trips. Normal hours of operation are 6:00 A.M. to 4:30 P.M. while school is in session. Such office shall maintain telephone and radio service that is manned at all times when buses are in operation. Personnel manning the telephone and radio shall have the authority to dispatch spare buses, authorize repairs, etc., if needed. Should a breakdown occur on out of town trips and transportation cannot be arranged by the Contractor within a reasonable amount of time, the MPS may arrange for transportation and deduct cost of same plus 10% for indirect expenses of the MPS from the Contractor. The Contractor shall designate by name and position, a particular staff member who shall be assigned to coordinate transportation arrangements under the contract and to carry out instructions submitted by the MPS from time to time. This person shall be located in the local office and have the capability and ability to operate a word processor with skills in word processing, spreadsheet and e-mail. The Contractor shall maintain an e-mail account allowing the office to communicate with the MPS.
- 3.3 The Contractor must register all school buses in Marlborough, Massachusetts. With written approval from the Superintendent of Schools, the contractor can register buses in an abutting community or within fifteen minutes of the City of Marlborough

- 3.4 The Contractor shall be expected to make provision for such spare equipment as shall be necessary to provide for the delivery of services stipulated in this Contract.
- 3.5 The Contractor shall see to it that drivers are properly licensed and provide any training necessary to meet existing statutes or any laws or regulations enacted during the term of the contract.
- 3.6 The Contractor shall permit school buses to be operated only by trained and competent drivers who hold valid licenses for the operation of school buses in the State of Massachusetts. In addition, drivers will be trained in the use and administration of EpiPen devices in the event of an emergency involving a student's severe allergic and life-threatening reactions during transportation to and from school but not as a health professional. The Contractor will obtain a "Request for the Administration of an EpiPen" form, duly completed with the appropriate signatures for all students identified as having life-threatening allergic reactions and for which an EpiPen is to be or may have to be administered. It is the responsibility of the parent or guardian to advise the Contractor should the prescription change or expire and to ensure that the medication is located where it is supposed to be. It is the responsibility of the parent or guardian to advise the driver(s) of the EpiPen's location. The driver will not carry nor be responsible for the storage of any EpiPen. If an EpiPen is administered to a student, the driver will work with the school nurse to complete the required reporting to the Commonwealth. Such written documentation must protect the Driver, the Contractor, and the City/Marlborough Public Schools in the event an EpiPen must be used. The Marlborough Public Schools may require training in other life savings devices during the term of this contract, but not without written waivers protecting all parties.
- 3.7 Contractor shall keep all equipment used in the transportation of students in strict accordance with the Commonwealth of Massachusetts minimum standards for school buses, and such equipment shall be maintained in good mechanical order at all times to pass the state school bus inspection.
- 3.8 The Contractor shall be responsible for scheduling of all routes and will make changes as requested by the MPS. Route scheduling shall be done using the contractor supplied software.
- 3.9 During the entire term of the contract, the Contractor shall comply in every respect with all laws, rules, and regulations of Massachusetts affecting or regulating the transportation of children, including, but not limited to, the motor vehicle code and rules and regulations promulgated by the State Department of Education and the Registry of Motor Vehicles.
- 3.10 The Contractor shall administer a satisfactory safety program. Said program shall include, but shall not be limited to, regularly scheduled safety meetings for the Contractor's personnel. The Contractor shall provide a written schedule to the MPS of the scheduled safety meetings. A certified school bus driver instructor shall ride with every first year driver not less than three (3) times a year; with every second and third year driver not less than two (2) times a year with every driver in his/her fourth and subsequent years not less than once a year for the purpose of observing their driving practices with respect to safety, mechanical operation and conformance with applicable laws, rules and regulations, including adherence to published time schedules.
- 3.11 The Contractor shall provide time for each vehicle assigned to a building to participate in two emergency evacuation drills annually. Building principals will coordinate scheduling of

evacuation drills.

- 3.12 The responsibility for hiring and discharging personnel in respect to all of the foregoing shall rest entirely upon the Contractor, and the Contractor agrees that it shall enter into no agreement or arrangement with any employee, person, or group or organization which will in any way interfere with the Contractor's ability to comply with the terms and conditions of the contract. The Superintendent of Schools, however, may require the Contractor to relieve a driver, who in the opinion of the Superintendent of Schools is unqualified, from driving assignments for the MPS. As stated above in 2.17, no written reason is needed from the Superintendent to do so.
- 3.13 The Owner or his/her agent must be willing to appear for conferences with the School Committee or its designee, when requested.
- 3.14 Should the MPS, in its sole judgment, doubt the roadworthiness of any equipment, the Contractor shall be responsible for presenting the bus for inspection at the time and place requested by the MPS.
- 3.15 The Contractor shall complete all forms as requested and required by the MPS relative to routes, stops, accident, buses, mileage, students, student behavior, etc.
- 3.16 The Contractor shall agree to notify as soon as prudently possible the Office of the Superintendent or his/her designee of an accident involving a school bus. The MPS will determine whether or not to dispatch staff to the scene of the accident. A detailed written report will be filed with the Office of the Superintendent or his/her designee within twenty-four (24) hours of any accident involving a school bus while operating for the MPS.
- 3.17 No bid shall be accepted as responsive or responsible, nor contract awarded, to any Contractor whose performance on any previous contract with this or any other MPS has been determined to be in default or unsatisfactory. The School Committee reserves the right to be the sole judge in this decision.
- 3.18 In accordance with the provisions of applicable statutes, laws, rules, regulations, and ordinances, the City of Marlborough and the Marlborough Public Schools do not discriminate in employment or the provision of services and all prospective bidders will receive consideration without regard to race, age, color, religious creed, gender, handicap, sexual orientation, veteran's status or national origin. Marlborough Public Schools is an equal opportunity employer and expects its contractors to comply with all applicable federal, state and local anti-discrimination laws, regulations, by-laws and ordinances. Minority and Women owned businesses are encouraged to bid on all MPS contracts. The contract does not require specific minority set-a-sides.
- 3.19 Any proposer who has a conflict of interest or a potential conflict of interest, as defined by M.G.L. c. 268A, must state in its bid how it will comply with c.268A and how it will terminate any conflict of interest or potential conflict of interest if awarded a contract by the City. Any conflict or potential conflict must be terminated before a successful bidder enters into the Contract with the City.
- 3.20 The Marlborough Public Schools shall have the right, upon reasonable notice to the Contractor, to inspect the books and records maintained by the Contractor with respect to the services provided under the contract. Including but not limited to pre-trip and post trip inspections, and any other quality or operational documentation.

- 3.21 The Contractor must have a designated safety officer on staff who is available to assist the Hudson Public Schools should the need arise, for instance, in order to determine the safety of school bus stops.

4 Vehicle/Equipment

- 4.1.0 All buses used in performing the contract shall be no more than eight (8) years old nor exceed 100,000 miles at any time during the term of the contract. Buses shall be diesel powered, minimum 71 passenger capacity school buses. The passenger capacity shall be determined by the route, and the contractor shall be required to furnish busses up to 83 passengers when needed.
- 4.2 All buses to be used in fulfilling the terms of the contract shall conform to the regulations of the Registry of Motor Vehicles, and the requirements of Massachusetts statutes and such other regulatory agencies as may pertain at all times during the term of the Contract. The Superintendent of Schools, at any time, may require a physical inspection of all buses. The MPS reserves the right to reject any unacceptable vehicle. The contractor shall provide an acceptable alternative at no additional cost to the MPS.
- 4.3 There should be no substitution of buses without the permission of the Superintendent of Schools for the duration of the Contract, except in case of emergency breakdown; and then only for a period of time not exceeding five (5) consecutive days. All substitute buses shall be subject to all Contract requirements. All busses in operation must be represented as either "Marlborough Public Schools" or in the case of a spare, it can be the name of the company. No busses using the names of other communities or schools are to be operated.
- 4.4 Each bus shall display prominently on both sides the inscription "Marlborough Public Schools." Marlborough shall be spelled as such and not as Marlboro. Each bus shall be identified by a number assigned by the Office of the Superintendent of Schools. Numbers will be displayed in the front, rear and passenger side at the direction of the MPS. The size and style of the numbers shall be approved by the MPS in advance. Substitute buses will display assigned number of bus being replaced.
- 4.5 Each bus shall display, on the interior roof, appropriate evacuation markings.
- 4.6 Buses assigned to fulfill the contract may be used for other than Marlborough Public Schools work provided it does not interfere with the MPS transportation operations and has been approved by the Superintendent of Schools or his/her designee.
- 4.7 Bidders shall submit, on the attached form incorporated herein and attached hereto as **Appendix "E"**, a list of the purposed equipment to be used under the contract.
- 4.8 All buses shall be provided with Stop Arms in working order.
- 4.9 The Contractor agrees to keep all buses in good working condition, and to furnish all necessary fuel, oil, grease, tires, maintenance, parts and repairs through the period of the contract. The contractor shall see that all buses are kept, at all times, in a condition of cleanliness, interior and exterior, satisfactory to the Superintendent of Schools or his/her agent.

- 4.10 All vehicles in regular use for regular day and extra-curricular trips shall be equipped with two-way radio, and internal and external public address system. The base bid should include providing radios for all vehicles and one portable radio for use by the MPS. The portable radio shall be acceptable to and approved by the MPS. It will be used to communicate with the office and buses. The Contractor shall furnish and maintain a radio system with the overall objective that each vehicle traveling within the City may communicate at all times with a base station located within or adjacent to the MPS. It is also the intent that extra-curricular buses traveling out of the City may communicate with each other. These vehicles are not expected to communicate with the base station.
- ~~4.11 The base station shall also monitor MPS owned transportation vehicles, which are equipped with radios. The contractor is expected to assist the MPS in the purchasing and installing of radio equipment to insure compatibility with the larger system. When these buses are not in contact with a base station, the driver shall be assigned a cellular telephone for communication purposes.~~
- 4.12 Contractor is expected to monitor the base station at all times while vehicles are in regular operation as referenced in Section 3 - Contractor. When late buses are operating and they are not in contact with a base station, the driver shall be assigned a cellular telephone for communication purposes.
- 4.13 Contractor shall be responsible to equip all buses with a front-mounted video monitoring system, which will house a video camera. The video camera must have a red L.E.D. light. The contractor is required to have video cameras for every bus in service under the contract with the Marlborough Public Schools. Warning signs must be posted on each bus. Contractor shall monitor the video equipment on a weekly basis to ensure that the system is operating properly and shall review the digital video only recordings on a weekly basis to ensure quality of service under the contract terms and conditions. The Contractor shall provide this service at no extra charge to the MPS. ~~The Contractor will pay \$500 as liquidated damages, but not as penalty, to the Marlborough Public Schools for each instance it cannot produce a video in view of the difficulty of ascertaining the loss the Marlborough Public Schools will suffer by reason of such unavailability of such video and ensuring quality of service and/or safety of the students being transported. This \$500 in liquidated damages will only be triggered after the Contractor has failed to produce requested footage in five (5) instances.~~
- 4.14 Each bid shall contain a detailed description, on the forms provided, of each bus to be furnished. Forms must be completed in their entirety. The MPS reserves the right to reject any unacceptable vehicle.
- 4.15 Each bus in service under the contract may do up to one hundred and twenty (120) miles per day without extra charge to the MPS. Mileage in excess of one hundred and twenty (120) miles per day may be charged at the rate indicated on the bid page in the space provided. This rate does not include late runs in the calculation, late runs are an additional charge to the district and the miles do not count against the one hundred and twenty (120) miles per day.
- 4.16 The Superintendent of Schools reserves the right to effect unannounced inspections of the Contractor's equipment or vehicles by a person or persons he/she deems qualified, at any time during the life of the Contract. School bus vehicles found to be out of compliance with the Contract shall not be used to transport pupils under the Contract. The Superintendent will issue a written warning to the Contractor if one or more of the vehicles used to

transport pupils under the Contract are found to be out of compliance with the Contract. After having received the initial written warning, the Contractor may be penalized five hundred dollars (\$500.00) for each future incident of non-compliance.

- 4.17 Vehicles shall be thoroughly swept out on a daily basis and shall be free of dirt and debris at the beginning of each run. Vehicles, including windows, shall be washed on the outside at least once per month and on the inside to the extent necessary to provide a clean and sanitary vehicle. Vehicle shall be maintained free of noxious odors and poisonous gases at all times.
- 4.18 The Contractor must report all cases of vandalism in writing to the Superintendent of Schools or his/her designee within twenty-four (24) hours of the event. Interior and exterior damages shall be repaired immediately. The Contractor shall assume all costs for repairs due to vandalism or other causes. The Contractor may attempt to recover losses for vandalism from private parties by working through the school representative and the Police Department.
- 4.19 Nothing herein prevents the district from utilizing our own vehicles for any transportation needs. The vendor is encouraged to assist the district in determining the best options, and collaborating on ways to transport students in all educational arenas.

5 Drivers

- 5.1 Drivers (including substitutes) may be required to attend up to two (2) MPS conducted meetings per year at no additional cost to the district.
- 5.2 The Contractor agrees to furnish careful and competent drivers who are of eligible licensing age and hold Massachusetts Driver's License, a Commercial Driver's License, and a DTE School Bus Driver's License, any and all to be current and valid.
- 5.3 Drivers will report all cases of student misbehavior on buses and will handle all disciplinary matters in strict accordance with MPS policy (refer to Appendix "G"). In no case will a driver eject a student from a bus for misbehavior. Drivers will not leave the bus unattended when children are on the bus. In an emergency, the driver's first concern must be for the safety of the children.
- 5.3 The Contractor is solely responsible for ensuring that a physician licensed to practice in Massachusetts examines every bus driver who provides transportation services pursuant to this Contract annually. As part of this physical exam, the physician must complete a U.S. Department of Transportation "Medical Examination Report" and "Medical Examiner's Certificate" certifying that the person is in sound health and capable of performing the duties of a school bus driver. The Contractor must maintain records of these physical examinations and must allow for these records to be inspected by the Superintendent of Schools at any time. The "Medical Examination Report" and "Medical Examiner's Certificate" must be completed and on file before the bus driver provides any transportation services pursuant to this Contract. The School Committee reserves the right to require that a bus driver undergo a medical examination at any time by a physician selected by Marlborough School Committee at the sole cost of the Contractor. The Contractor is solely responsible for ensuring that all bus drivers are in compliance with CDL regulations regarding physical examinations.
- 5.4 The Contractor is solely responsible for ensuring that every bus driver who provides transportation services pursuant to this Contract participates in drug and alcohol testing as required by applicable federal and state laws, including pre-employment

drug testing and monthly random drug testing. The Contractor must test a bus driver for drugs and/or alcohol when the Superintendent of Schools has a reasonable suspicion that the bus driver was under the influence of drugs and/or alcohol during the performance of his/her duties. The Contractor must report immediately any unsatisfactory test results to the Superintendent of Schools. The Contractor must maintain all drug test results in its files, including negative test results for the duration of the contract.

- 5.5 Drivers are expressly forbidden from driving while distracted, including; eating, drinking, smoking, and utilizing a mobile telephone device while driving a Marlborough Public school bus.
- 5.6 Drivers shall comply with all driver regulations as published by the MPS (please refer to Appendix "G").
- 5.7 Drivers shall not be permitted to carry any person other than a school officer, teacher, or chaperone while carrying pupils without the express written permission of the Superintendent of Schools or his/her designee. Exceptions to this are bus company employees, such as Supervisors, student drivers, trainees, and state or municipal authorities who have a legitimate reason for riding. Requests by drivers to have offspring ride their vehicle will be considered by the MPS on a case-by-case basis, and only approved by the Superintendent of Schools each year before school starts..
- 5.8 All persons assigned as regulars or substitute drivers must be acceptable to the Superintendent of Schools. In the event that other drivers or substitutes are hired during the year, notice must be given to the Superintendent three (3) days prior to the commencement of work for his/her approval. The Superintendent of Schools may have a driver reassigned off this contract for any reason. The request for reassignment shall be adhered to immediately, without question, by the contractor.
- 5.9 The Contractor will be required to file with the Superintendent of Schools, the names, addresses, and telephone numbers of all bus drivers who will operate a bus or buses by August 1 for his/her approval prior to September 1 of each year this contract is in effect; if a new driver is added after September 1, this information is to be filed for this person with the Superintendent of Schools for the Superintendent's approval prior to such driver's employment. Photocopies of each license shall be attached to each filing.
- 5.10 The MPS must perform a Criminal Offense Record Information (CORI) check on all personnel in accordance with Chapter 385 of the Acts of 2002. The MPS shall retain the right to determine which employees are not qualified to have contact with children based on this information. In addition, all drivers must comply with the fingerprint law, **Chapter 459 of the Acts of 2012**.
- 5.11 The conditions of employment and the minimum wage rates, as set forth by the Massachusetts Division of Occupational Safety, DO NOT APPLY in the execution of the services under this contract (M.G.L. c.71 s.7A).
- 5.12 Attached as **Appendix "G"** hereto and incorporated herein are School Committee policies on transportation and responsibilities of bus drivers. These are the current policies in effect and shall be maintained by the Contractor and its personnel. The School Committee reserves the right to amend, delete or add policies relative to transportation at any time during the term of the contract.

6 Insurance

- 6.1 The Contractor will have in force at all times insurance during the term of the contract and furnish the MPS with a Certificate of Insurance evidencing the same in the following limits:
- (a) GENERAL LIABILITY: Broad form Commercial General Liability coverage naming the City of Marlborough/Marlborough Public Schools as an additional insured and written on a "per occurrence" basis in an amount of at least **\$5,000,000.**, with an aggregate cap in an amount no less than **\$10,000,000.** Coverage to include: Premises and Operations; Contractual Liability; Broad form Property Damage; Personal Injury; Broad form Liability endorsement; and Sexual Abuse/Molestation Coverage. Any exclusion must be clearly identified on the certificate of insurance.
- (b) AUTOMOBILE LIABILITY: Automobile Liability coverage, including owned, hired or borrowed autos naming the City of Marlborough/Marlborough Public Schools as an additional insured in an amount not less than **\$10,000,000** Combined Single Limit (C.S.L.). "Automobile" in this paragraph shall include any vehicle or equipment used in the performance of services that is not covered by the General Liability coverage above. Coverage to include: Equipment breakdown; crime; Garage keepers legal liability and excess liability.
- (c) EXCESS/UMBRELLA LIABILITY: Excess/Umbrella Liability coverage following form of the underlying General and Automobile Liability coverage in an amount not less than **\$10,000,000/occurrence/\$20,000,000/aggregate.** This insurance may be used to satisfy underlying limits in (a) and (b) above.
- (d) WORKERS' COMPENSATION & EMPLOYER LIABILITY: Workers' Compensation coverage as required by law (per Massachusetts Law) and Employer's Liability coverage: Coverage A at statutory limits and Coverage B at limits of **\$1,000,000** per occurrence.
- 6.2 Notice of such insurance must be presented to the MPS thirty (30) days before each new Contract year begins and prior to any policy term expiration.
- 6.3 Within ten (10) business days after receipt of a Notice of Award of contract is given or mailed by the MPS to the successful bidder, the Contractor shall furnish the Director of Finance and Operations with a Certificate of Insurance in the amounts specified above. **A bidder must include with its bid a letter of intent or a sample Certificate from an Insurance Agent which indicates that coverage specified will be provided to the Contractor on or before the effective date of the Contract and that the Certificate of Insurance will include the City of Marlborough and the Marlborough Public Schools as additional named insureds.**
- 6.4 The Contractor must file with the Superintendent of Schools a Certificate of Insurance, which shows compliance with these specifications annually, on or before August 1 of each year, during the term of the Contract.
- 6.5 Evidence of Workmen's Compensation coverage shall be filed with the MPS and the Superintendent of Schools by August 1 of each year that the contract is in effect.
- 6.6 No cancellation of or change or revision in the insurance by the Insurer or Insured, the existence of which insurance is evidenced by the above mentioned certificate, shall be valid unless written notice thereof is given to the Marlborough Public Schools, Attn: Doug

Dias, Director of Finance and Operations, 17 Washington Street, Marlborough, MA 01752, at least thirty (30) days prior to the intended date of cancellation, change, or revision by mail, postage prepaid and evidenced by a return receipt, or if the insurance is cancelled, the contract will become null and void.

- 6.7 Any City or School property damaged by the Contractor in carrying out the provisions of the services required by the contract shall be restored to its original condition by the Contractor at its expense, and the materials and workmanship used must be first class in every respect. In the event of failure of the Contractor to make such repairs promptly to the satisfaction of the MPS, the MPS may at its discretion, direct that such repairs be made, that the cost of such repairs be charged against the Contractor.

7 Fuel

- 7.1 Fuel is to be provided by the Contractor. The Contractor shall purchase with its name all fuel used for the operation of the buses in service under the contract.
- 7.2 If the MPS decides to develop a fuel supply plan whereby the MPS supplies the fuel because it may do so at a cheaper price, the Contractor shall work with the MPS to implement such a plan. The Contractor shall agree to purchase its fuel from the MPS and give financial credit for the cost savings to the MPS.
- 7.3 The Contractor will maintain a record of fuel consumed by each vehicle and provide those details to the MPS upon request.
- 7.4 Fuel Adjustment Clause – there shall be no fuel adjustment clause in the successful bidder's proposal. The bidders shall bid set prices, which will increase or decrease each year depending on the CPI increase.

8 Business Interruption and Protection

- 8.1 If unforeseen circumstances, including without limitation natural causes (weather) or mechanical or structural building problems, or strike, cause cancellation of school or the need for transportation services, and if the MPS notifies the Contractor of such cancellation before 5:30 a.m., the Contractor shall not be paid for that day or those days.
- 8.2 Should the circumstances eluded to in 8.1 arise, and in total equal more than 5/180ths of the days contracted in a given school year, the Committee and the Contractor shall negotiate a settlement for those days greater than 5/180ths. Such settlement should reflect cost saved by the Contractor, i.e., fuel, salaries, etc.
- 8.3 There shall be no deduction should the MPS, on a day to day basis, decide not to run any routes or other individual school trips on days when school is in session.
- 8.4 The MPS reserves the right to modify daily time schedules from time to time to accommodate inclement weather conditions, in-service training sessions and student examination schedules.
- 8.5 There shall be no additional charge made for early dismissals provided the basic to and from school routing and number of buses is not materially changed.
- 8.6 In the event of unforeseen reasons, the length of the school year is shortened or

lengthened; the reduced or additional cost will be negotiated by the parties. Should agreement not be reached, the issue (s) will be submitted to the American Arbitration Association, which will be final and binding. Each party shall pay its own arbitration expenses. There is no intent at this time to deviate from the state mandated 180-day school year.

8.7 Additions and deletions to this Contract provided for in the specifications will be bid on an annual basis for one hundred eighty (180) days. Actual deductions or additions will be made on a per diem basis. This pro-ration will be the actual ratio of days used to the full school year of one hundred eighty (180) days.

8.7.1 In the event of a strike against a Contractor causing the interruption of services or operations, the School Committee has the right to secure such other transportation as may be necessary and charge the cost of same to the account of the Contractor. If other transportation is not secured, deduction will be made from the monthly payment to the Contractor for each day of service not rendered. These deductions will be based upon 180 operating days.

9 Payment

9.1 The base contract amount will be paid to the Contractor monthly in ten (10) equal installments. Such payments will commence no sooner than twenty (20) days after the first day of school.

9.2 The MPS may deduct any credits for route adjustment, Performance Bond, fuel supplied, from such payments as stipulated in the Contract.

9.3 Additions to the base Contract, if permanent, shall be paid as stipulated above. If additions/deletions are not permanent in nature, the Contractor will bill them monthly in detail.

9.4 Failure to meet requirements of Contractor; Section 3, Vehicle/Equipment; Section 4 and Scope; Section 10, may result in a reduction in payments. Adjustments in Contractor payment will be made in accordance with Payments; Section 9. The amount of the reduction will be on a ratio of the value (or cost) of the service to the total Contract price for the days the service is not rendered.

9.5 Payment for Part B, Extra Curricular Services, will be made after presentation by the Contractor of an invoice for services. Any field trip scheduled by the individual school is required to be paid from the student activity account, and is not the responsibility of the district. The school student activity accounts are not under the purview and control of the school committee, and no such encumbrance can be made against the district for those services.

9.6 Each invoice must be in sufficient detail to be able to verify service. The Superintendent of Schools or his designee may stipulate type and form of invoice.

9.7 Payment for extra-curricular trips will be made within thirty (30) days for all valid invoices approved by the School Committee.

9.8 All payments for services shall be made in accordance with M.G.L. c. 41, §56 as approved by the City Auditor.

9.9 All payments are subject to the approval by the School Committee. Therefore, payments

will be processed depending on the Board’s meeting schedule. There shall be no late payment, interest, or surcharge for an invoice paid later than thirty (30) days. If an invoice becomes later than sixty (60) days, the contractor may request a meeting of the Executive Director of Finance to discuss the non-payment and determine a payment schedule. If the Executive Director of Finance is disputing a bill, no breach of contract shall be pursued until the contractor and Executive Director of Finance come to agreement on payment. If no agreement is made within ninety (90) days, the contractor may pursue breach of contract for non-payment.

10 Scope and Definition of Contract

10.1 The bid and contract price shall include the cost of diesel fuel, garaging, oil, grease, repairs, wages of drivers, taxes, fees, licenses, permits, certificates, cost of insurance, cellular phones, site maintenance as stipulated, utilities, and such other charges as are needed in connection with the Contract services and to keep the school buses properly equipped and in good operating condition.

10.2 PART A Regular Day & Private School Transportation

10.2.1 This Contract is for a three-tier system, late runs, and winter buses.

21 Buses Tier 1 Marlborough High School – 15 Buses
Immaculate Conception (IC) School – 6 Buses

28 Buses Tier 2 Whitcomb School 27 Buses

28 Buses Tier 3 Jaworek Elementary School – 10 Buses
Kane Elementary School – 9 Buses
Richer Elementary School – 8 Buses

Charter School: AMSA – Charter School – 10 Buses

5 Buses Late Marlborough High School, Whitcomb School, IC School
Four Days per Week for a total of 120 Days

10.2.3 The following public and private schools will be serviced by this contract with their school operating hours. The following schedule is for planning purposes. This schedule is not final and binding and may be adjusted by the MPS. Busses shall deliver students to their respective buildings not later than fifteen (15) minutes before opening of school.

Marlborough High School 431 Bolton Street	7:20 a.m. - 1:55 p.m.
Whitcomb School 25 Union Street	8:00 a.m. - 2:30 p.m.
Jaworek Elementary School 444 Hosmer Street	8:50 a.m. - 3:05 p.m.
Kane Elementary School 520 Farm Road	8:50 a.m. - 3:05 p.m.
Richer Elementary School 80 Foley Street	8:50 a.m. - 3:05 p.m..
Immaculate Conception School 25 Washington Court	7:30 a.m. - 2:00 p.m.

10.2.4 Marlborough Public Schools shall have the right to make revisions in routes, dates and times, assignment of pupils, assignment of monitors, any matter affecting the specific needs of children, and/or adjustments in the number of buses required to best suit the needs of the MPS at any time for the duration of the contract. Such revisions shall be deemed an ordinary part of the contract. The Contractor shall not change routes or stops without the express consent of the Superintendent's Office. **Attached as Appendix "F" is the approved calendar for 2019-2020. The Calendar for Fiscal Year 2021 may not be available before the bid is awarded.**

10.2.5 There exists the potential to increase or decrease the number of routes beyond the current total as requested over the term of the contract. In the event the number of buses is increased or decreased said increase or decrease will be equal to the unit price contained in the bid. In any given year during the contract term, the maximum number of buses to be increased or decreased by the MPS shall be five (5) for the regular route buses, and shall be two (2) for the late buses.

10.2.6 It shall be understood that in FY21, the Marlborough Public Schools will open a fourth elementary school building and will distribute 5th Grade students from Whitcomb Middle School into the four elementary schools. With the addition of a new school and moving of 5th Graders back into the elementary schools, elementary students will be redistricted. This will result in changes to our current transportation needs that are unknown at this time.

10.2.7 Spare Buses - The Contractor shall maintain additional buses as needed so as to ensure that buses needed for field trips, extra-curricular activities, and sports trips are available. These vehicles will meet all requirements for buses stated elsewhere in these specifications.

10.3 PART B Extra Curricular Activity Transportation

10.3.1 Bidders must furnish Mileage and Waiting Time Fees on the attached Bid Form. The minimum trip fee cannot exceed \$50.00.

10.3.2 There shall be no charge for any after school trip, which is cancelled prior to 1 P.M. on the day of the trip. In the event that cancellation is after this time, the Contractor may bill the MPS for up to 1/2 of the minimum trip fee charge.

10.3.3 The per mile price, as bid, will include all costs except for the per hour waiting time which will be as stipulated in the bid.

11 Evidence of Ability to Perform

11.1 The Committee will only award a contract to a bidder who furnishes evidence satisfactory to the Committee that: a) it has the ability and experience in School Bus Transportation services; b) that it has sufficient capital; c) that it has available through ownership or lease duly licensed school buses of the number, type, year, and passenger accommodation specified; and d) that it employees trained and duly licensed drivers to enable it to perform the work to the satisfaction of the School Committee.

- 11.2 All bidders must have a minimum of five (5) years of satisfactory experience providing regular school bus transportation services in Massachusetts. The experience must include the provision of such services that are at least comparable in size and scope to that which is required in Marlborough.
- 11.1 Bidders shall submit information relative to their Massachusetts contracts as to number of buses, location, and contact person for all contracts awarded since January 1, 2015.
- 11.2 Bidders shall provide a complete financial package, to be kept confidential and will not be released to any outside party, including a balance sheet and statement of profit and loss prepared and audited by the bidder's certified public accountant reflecting financial status over the past three years.
- 11.3 A bank credit letter describing the ability of the contractor to access funds with that institution. It is expected the contractors will have access to revolving credit or have cash available with that institution sufficient for payroll and expenses for more than two (2) months operating costs. This letter will be signed by the Bank official responsible for the relationship between the contractor and the bank.
- 11.4 Bidders shall submit an accident record report (loss run) for the previous three (3) years with their bid forms. This report is to be prepared by the bidder's insurance carrier and submitted on insurance company letterhead.
- 11.5 Bidders shall submit a statement relative to bus experience and personnel to be assigned to accomplish computerized bus scheduling.
- 11.6 Bidders shall submit a summary statement of policies and procedures describing driver recruitment, training and monitoring process. A notarized report, with a summary drivers cited, drivers failing drug tests, and safety violations for the previous three years for Massachusetts contracts, will be required by the successful bidder upon a contract award.
- 11.7 Submit evidence of the ability to provide a performance bond in the amount of One Hundred (100%) percent of the annual amount of the contract as specified in Section 1.11.
- 11.8 Contract(s) will be awarded to the responsive and responsible bidder(s) offering the lowest total price for each category of school transportation. Category One is all Regular routes, Kindergarten, Late, Extra-curricular buses; Category 2 is for In-District SPED and Category 3 is for Homeless The contract price for years two through five will be adjusted on the contract anniversary date by the percentage increase or decrease, if any, during the preceding twelve (12) month period beginning July 1, in the Consumer Price Index for all Urban Consumers-Boston SMSA, published by the Bureau of Labor Statistics. The contract will not go up by less than 1% annually and cannot increase in value beyond 2.5% if the CPI exceeds 2.5%.

12 Liquidate Damages

In view of the difficulty of ascertaining the loss which the City will suffer by reason of the following on the part of the Contractor, the following sums are hereby agreed upon, fixed and determined by both the City and the Contractor as the liquidated damages the City will suffer by reason of said delay, and not by way of penalty, and such liquidated damages may be imposed in the amounts provided below upon the findings of the Marlborough

Public Schools.

a. Two (2) times the appropriate trip rate (i.e., the hourly rate multiplied by the number of hours scheduled for the trip) per vehicle paid to the Contractor shall be deducted from the payment due the Contractor for each failure to provide a scheduled vehicle.

b. A vehicle that arrives more than twenty (20) minutes past the scheduled start time shall be deemed in default. However, the contractor's bus operator using the vehicle may, at its discretion, make the planned use of the late vehicle, in which case it would be subject to the following terms:

i. One-third (1/3) of the unit bid price shall be deducted per 20 minutes for each trip where the vehicle arrives between 20 and 60 minutes beyond the scheduled period.

ii. One-half (1/2) of the unit bid price shall be deducted per 30 minutes for each trip where the vehicle arrives between 60 and 90 minutes beyond the scheduled period.

iii. Two-thirds (2/3) of the unit bid price shall be deducted per 40 minutes for each trip where the vehicle arrives 90 minutes or later beyond the scheduled period.

iv. Regardless of the time of arrival, a vehicle shall also be deemed in default, and one-half (1/2) of the trip rate (i.e.; the hourly rate multiplied by the number of hours scheduled for the trip) shall be deducted each time a vehicle, upon inspection, is not equipped with a first aid kit and an all purpose fire extinguisher mount in full view and easily accessible or is not appropriately clean.

13 References

- 13.1 Bidders must submit a minimum of three (3) business references for which they have provided similar services within the past five (5) years with contact names and phone numbers.
- 13.2 Bidders must submit a complete list of Massachusetts Municipalities for which the vendor has provided similar services, with contact names and phone numbers. At least three (3) references must be similar to the scope of services as required by the City's contract.
- 13.3 Poor references may be a basis for a determination that the contractor is not a responsible bidder.

14 Quality Requirements

- 14.1 Bidders must provide all services described in the bid specifications and comply with all Bid Submission Requirements listed in Section 15.
- 14.2 Bidders must have a minimum of five (5) years of satisfactory performance under at least three (3) different contracts similar in size to the proposed contract.
- 14.3 The Bidder's proposed Contractor Representative for the City's contract must have demonstrated ability to communicate with the District regarding contract issues and to communicate with the District regarding day to day transportation service matters as confirmed through other municipal contracts.
- 14.4 The Bidder must have at least five (5) years of experience operating and maintaining school bus transportation business.

15 Bid Form Check List

15.1 All Bids must be properly signed.

15.2 The documents, which must be a part of the sealed bid, are:

- Bid Form with all items completed which includes c.30B, §10 Certification of Non-collusion and Certification of Non-Debarment per c.29, §29F.

- Certificate of Vote
- List of vehicles to be used in this contract
- Bid Deposit
- Evidence of capability of obtaining a performance bond
- Evidence of capability of obtaining Certificate of Insurance per limits specified
- Information on Massachusetts contracts per 11.3
- Provisions per 11.4
- Bank reference per 11.5
- Report per 11.6
- Statements per 11.7 and 11.8
- Evidence of technology requirements as outlined on 2.15 and 2.20
- References as required by Section 13

15.3 If awarded a contract, the following form shall be submitted with the contract documents:

- Certification on State taxes and Unemployment Contribution form

MARLBOROUGH PUBLIC SCHOOLS
Regular Day, Private School and Extra Curricular Transportation
APPENDIX "A"

FIVE YEAR CONTRACT

BID FORM CATEGORY 1 – PAGE 1

Rule for Award:

One contract for all regular routes, kindergarten, late, extra-curricular buses will be awarded to the responsive and responsible bidder with the lowest grand total price for the first year of the contract. The contract price for years two through five will be adjusted on the contract anniversary date by the percentage increase, if any, during the preceding twelve (12) month period beginning July 1, in the Consumer Price Index for all Urban Consumers-Boston SMSA, published by the Bureau of Labor Statistics, it will not be adjusted less **than 1% and no more than 2.5% in total.**

PART A – Regular Day and Private School Transportation

Fiscal Year 2021 estimated need*:

3-Tier Buses – 21 Runs (AM/PM) per day per bus

Price per Day per Bus \$ _____ X 180 Days X 21 Buses TOTAL \$ _____

2-Tier Buses (Continuous) – 7 Runs

Price per Day per Bus \$ _____ X 180 Days X 7 Buses TOTAL \$ _____

2-Tier Buses – (Non-Continuous) - 0 Runs (non-continuous 2-tier routes possibly needed once redistricting occurs – only daily cost per bus should be bid at this time)

Price per Day per Bus \$ _____ X 180 Days X 0 Buses

1-Tier Charter School Buses:

Charter School – 1 Run (AM/PM) per day per bus (AMSA)

Price per Day per Bus \$ _____ X 180 Days X 10 Buses TOTAL \$ _____

After School Runs:

Late Run – 1 Run per day per bus (Middle School, High School, I.C.)

Price per Day per Bus \$ _____ X 120 Days X 5 Buses TOTAL \$ _____

FISCAL YEAR 2021 TOTAL \$ _____

*In any given year during the contract term, the MPS may need to increase or decrease the number of regular day and private school transportation buses by a maximum of five (5) buses, and the late or winter run buses by a maximum of two (2) buses. Any increase/decrease will be at the unit prices specified on this bid form.

To view current MPS route, please visit: <https://www.mps-edu.org/Page/99>

PART B – EXTRA-CURRICULAR TRANSPORTATION

Estimated Per Mile Cost – Minimum charge per trip cannot exceed \$50.00 for in-town trips and \$150 for out of town trips.

YEAR 1 BID \$_____ per mile X 10,000 miles* TOTAL \$_____

YEAR 1 BID \$_____ per hour X 1,000 hours* TOTAL \$_____

*Mileage and waiting time are estimates for bidding purposes only. MPS will only pay for services actually performed.

The undersigned bidder acknowledges receipt of the following ADDENDA (if any) to this Invitation For

Bids: Addendum # _____ THROUGH _____.

The undersigned agrees to provide the transportation services required above in accordance with the specifications and bid documents incorporated herein for the prices specified above.

NON-COLLUSION CERTIFICATION: The undersigned certifies under penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person pursuant to M.G.L. Chapter 30B, §10. 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.

NON-DEBARMENT CERTIFICATION: The undersigned certifies under penalty of perjury that the Contractor is not presently debarred from entering into a public contract in the Commonwealth of Massachusetts under the provision of §29F of M.G.L. Chapter 29, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

If individual or corporation:
AUTHORIZED SIGNATURE: _____ DATE: _____

If partnership:
AUTHORIZED SIGNATURE: _____ DATE: _____

If a corporation, by the authorized officer whose signature must be attested to by the Clerk/Secretary of the corporation and the corporate seal affixed.

ATTESTED: _____

[Affix Corporate Seal]

COMPANY NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX: _____

FID OR SS# (VOLUNTARY): _____

Additional Bidders Information

If a partnership: (Name of all partners)

Name of partner _____ Residence _____

Name of partner _____ Residence _____

If a Corporation:

Incorporated in what State _____

[END OF CATEGORY 1 BID FORM]

MARLBOROUGH PUBLIC SCHOOLS
In-District Special Education (SPED)
APPENDIX "A"

FIVE-YEAR CONTRACT

BID FORM CATEGORY 2 – PAGE 1

Rule for Award:

One contract for In-District SPED buses will be awarded to the responsive and responsible bidder with the lowest grand total price for the first year of the contract. The contract price for years two through five will be adjusted on the contract anniversary date by the percentage increase, if any, during the preceding twelve (12) month period beginning July 1, in the Consumer Price Index for all Urban Consumers-Boston SMSA, published by the Bureau of Labor Statistics, it will not be adjusted less **than 1% and no more than 2.5% in total.**

Note: SPECIAL EDUCATION TRANSPORTATION BASED ON 4 HOUR / 160 MILE PER DAY PER VEHICLE

PRICE PER DAY PER VEHICLE (FOR FORD 250 OR EQUIVALENT) RETROFITTED FOR WHEELCHAIR

\$ _____ # Of Vehicles (3) _____

PRICE PER DAY PER VEHICLE FOR FOURTEEN PASSENGER MINI-BUS

\$ _____ # Of Vehicles (8) _____

PRICE PER DAY PER TYPE II WHELLCHAIR

\$ _____ Please include Price for future use # Of Vehicles (0) _____

PRICE PER DAY PER 47-PASSENGER BUS

\$ _____ # Of Vehicles (2) _____

FISCAL YEAR 2021 TOTAL* \$ _____

***Total assumes no monitors provided by vendor, and 180 school days per vehicle.**

ADJUSTMENT PRICE PER MILE OVER ROUTE BASE (160 MILES) \$ _____

ADJUSTMENT PRICE PER **15 MINUTE INCREMENT OVER BASE (4 HOURS) \$ _____**

HOURLY RATE FOR MONITORS \$ _____

BID FORM CATEGORY 2 – PAGE 2

The undersigned bidder acknowledges receipt of the following ADDENDA (if any) to this Invitation For

Bids: Addendum # _____ THROUGH _____.

The undersigned agrees to provide the transportation services required above in accordance with the specifications and bid documents incorporated herein for the prices specified above.

NON-COLLUSION CERTIFICATION: The undersigned certifies under penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person pursuant to M.G.L. Chapter 30B, §10. 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.

NON-DEBARMENT CERTIFICATION: The undersigned certifies under penalty of perjury that the Contractor is not presently debarred from entering into a public contract in the Commonwealth of Massachusetts under the provision of §29F of M.G.L. Chapter 29, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

If individual or corporation:

AUTHORIZED SIGNATURE: _____ DATE: _____

If partnership:

AUTHORIZED SIGNATURE: _____ DATE: _____

If a corporation, by the authorized officer whose signature must be attested to by the Clerk/Secretary of the corporation and the corporate seal affixed.

ATTESTED: _____

[Affix Corporate Seal]

COMPANY NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX: _____

FID OR SS# (VOLUNTARY): _____

Additional Bidders Information

If a partnership: (Name of all partners)

Name of partner _____ Residence _____

Name of partner _____ Residence _____

If a Corporation:

Incorporated in what State _____

[END OF CATEGORY 2 BID FORM]

MARLBOROUGH PUBLIC SCHOOLS
Homeless Transportation
APPENDIX "A"

FIVE YEAR CONTRACT

BID FORM CATEGORY 3 – PAGE 1

Rule for Award:

One contract for homeless busing will be awarded to the responsive and responsible bidder with the lowest grand total price for the first year of the contract. The contract price for years two through five will be adjusted on the contract anniversary date by the percentage increase, if any, during the preceding twelve (12) month period beginning July 1, in the Consumer Price Index for all Urban Consumers-Boston SMSA, published by the Bureau of Labor Statistics, it will not be adjusted less **than 1% and no more than 2.5% in total.**

Note: BASED ON TO AND FROM SCHOOL OF DESTINATION

PRICE PER ROUND TRIP PER VEHICLE

MARLBOROUGH TO WORCESTER \$ _____

MARLBOROUGH TO FRAMINGHAM \$ _____

MARLBOROUGH TO HUDSON \$ _____

MARLBOROUGH TO MILFORD \$ _____

MARLBOROUGH TO FITCHBURG \$ _____

MARLBOROUGH TO NEW BEDFORD \$ _____

MARLBOROUGH TO BOSTON \$ _____

FISCAL YEAR 2021 TOTAL \$ _____

The undersigned bidder acknowledges receipt of the following ADDENDA (if any) to this Invitation For

Bids: Addendum # _____ THROUGH _____.

The undersigned agrees to provide the transportation services required above in accordance with the specifications and bid documents incorporated herein for the prices specified above.

NON-COLLUSION CERTIFICATION: The undersigned certifies under penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person pursuant to M.G.L. Chapter 30B, §10. 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.

NON-DEBARMENT CERTIFICATION: The undersigned certifies under penalty of perjury that the Contractor is not presently debarred from entering into a public contract in the Commonwealth of Massachusetts under the provision of §29F of M.G.L. Chapter 29, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

If individual or corporation:

AUTHORIZED SIGNATURE: _____ DATE: _____

If partnership:

AUTHORIZED SIGNATURE: _____ DATE: _____

If a corporation, by the authorized officer whose signature must be attested to by the Clerk/Secretary of the corporation and the corporate seal affixed.

ATTESTED: _____

[Affix Corporate Seal]

COMPANY NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX: _____

FID OR SS# (VOLUNTARY): _____

Additional Bidders Information

If a partnership: (Name of all partners)

Name of partner _____ Residence _____

Name of partner _____ Residence _____

If a Corporation:

Incorporated in what State _____

[END OF CATEGORY 3 BID FORM]

APPENDIX "B"

CERTIFICATE OF VOTE

I, _____, Clerk-Secretary of _____ hereby certify that, at a meeting of the Board of Directors of said Corporation duly held on _____ which date is earlier than the contract to which this certificate is incorporated by reference, at which a quorum was present and voting throughout, the following vote was duly passed and is now in full force and effect:

"Voted: That _____ be and hereby is authorized, directed and empowered for, in the name of and on behalf of this corporation, to sign, seal with the corporate seal, execute, acknowledge and deliver other obligations of this Corporation; the execution of any such bid, contract, bond or obligation with the **City of Marlborough by its School Committee as the Awarding Authority** by such _____ to be valid and binding upon this Corporation for all purposes, and that a certificate of the Clerk-Secretary of this Corporation setting forth this vote shall be delivered to the City of Marlborough as the Awarding Authority; and that this vote shall remain in full force and effect unless and until the same has been altered, amended or revoked by a subsequent vote of such directors and a certificate of such later vote attested by the Clerk-Secretary of this Corporation is delivered to the Awarding Authority."

I, further certify that _____ is the duly-elected _____ of said corporation.

Signed: _____
CLERK-SECRETARY

Place of Business: _____

Date of Contract: _____

AFFIX CORPORATE SEAL

In the event that the Clerk or Secretary is the same person as the Officer authorized to sign that contract or other instrument for the Corporation, this Certificate must be counter signed by another officer of the Corporation.

Countersignature: _____
(Name and Title of Officer)

If there is no other Officer of the Corporation to attest, then this Certification must be notarized.

On this _____ day of _____ 20____, before me, the undersigned Notary Public, personally appeared _____, as _____ of _____, and proved to me through satisfactory evidence of identification, which was _____, that h/she is the person whose name is signed on the foregoing document and acknowledged to me that h/she signed it voluntarily for its stated purpose.

Notary Public
My Commission Expires:

APPENDIX "C"

REQUIRED CERTIFICATIONS

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

BY: _____

Signature of Individual/Corporate Name (Mandatory)
Corporate Officer (Mandatory, if applicable)

Social Security number (voluntary) or
Federal Identification Number

DATE: _____

Approval of a contract or other agreement will not be granted unless this certification clause is signed by the applicant(s). Your Social Security Number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended.

Unemployment Contribution Certification: Pursuant to M.G.L. c. 151A, §19A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am/my company is in compliance with all laws of the Commonwealth relating to contributions and payments in lieu of contributions.

Signature of person signing contract

Name of person signing contract (typed)

Name of business

Date: _____

APPENDIX “D”



**** SAMPLE ****

SCHOOL TRANSPORTATION AGREEMENT

This agreement is made effective this _____ day of _____, **2019** by and between **(INSERT NAME)**, with a principal business address of **(INSERT ADDRESS)** (hereinafter, the “Contractor”) and the City of Marlborough with a principal business address of 140 Main Street, Marlborough, MA 01752, (hereinafter, the “City”) acting through and by its School Committee as represented by the Mayor acting for and in behalf of the City who signs these presents in his official capacity, and who incurs no liability in his individual capacity, (collectively the “Parties”).

WHEREAS the Marlborough Public Schools, (the “MPS” or “District”) requires the provision of certain transportation services for the students on the routes established by the District incorporated herein by reference and forming part of this Agreement; and

WHEREAS the Contractor has agreed to provide the said transportation services to the District by acceptance of a notice of contract award;

NOW THEREFORE, in consideration of the mutual covenants, agreements and undertakings herein contained, and for other good and valuable consideration, the Parties hereto agree as follows:

ARTICLE 1. SCOPE OF SERVICES, DELIVERABLES: Pursuant to an Invitation for Bids issued **July 19, 2019**, the City has awarded a contract specifying that the Contractor shall and will provide all services to the District, unless otherwise specified, necessary for the furnishing of **[insert Category type 1, 2 and/or 3]** school transportation, provide extra-curricular transportation, and related services approved by the School Committee, in compliance with and according to any and all documentation prepared by the City and the Contractor, including the Invitation for Bid, Marlborough Public School’s Transportation Policy #4.500 and the Contractor’s Bid all of which are attached and incorporated herein by reference as if written herein.

Additional Services to include but not limited to additional monitor; additional bus run as approved in writing by the District.

Pandemic, Disaster or Emergency Performance. In the event of a serious emergency, pandemic or disaster outside the control of the District, the District may negotiate emergency performance from the Contractor to address the immediate needs of the District even if not contemplated under the original Contract or procurement. Payments are subject to appropriation and other payment terms.

ARTICLE 2. PAYMENT/SCHEDULE: For and during the term of this Agreement, the City will pay the Contractor for services the aggregate sum **[INSERT WRITTEN DOLLAR AMOUNT] (\$0.00)[INSERT DOLLAR FIGURES]** for Fiscal Year 2021 with year two through five of the contract to be adjusted by the change in the Consumer Price Index per bid form attached and incorporated herein by reference. Payments shall be made within thirty (30) days of the submittal of a correct invoice for services performed. Contractor

will provide itemized invoice for services rendered each month with the first invoice to be submitted no later than twenty (20) days after the first day of school each year. Any adjustment to each monthly invoice shall be noted as either a reduction or as an additional service. All payments are subject to the approval by the School Committee. Therefore, payments will be processed depending on the Committee's meeting schedule. The City further agrees it will adhere to the payment schedule as specified in the aforesaid schedule, providing the Contractor submits proper documentation for payment accordance with G.L. c. 41, §56.

ARTICLE 3. TERM OF CONTRACT: It is agreed the duration of this Agreement shall be for a five (5) year term beginning July 1, 2020 to June 30, 2025. It is understood and agreed that any contractual obligation of the City is years subsequent to the fiscal year in which this Contract is executed, is contingent upon and subject to the availability of appropriated funds.

ARTICLE 4. NOTICES: It is agreed that the responsible parties to receive any notices under this Agreement are [INSERT NAME] for the Contractor at the address given above, and Douglas Dias, Director of Finance & Operations for the Marlborough Public Schools, District Education Center, 17 Washington Street, Marlborough, MA 01752, ddias@mps-edu.org. All notices, consents, waivers or other communications which are required or permitted hereunder shall be sufficient if given in writing and delivered personally or by sending a copy thereof by U.S. Mail, postage prepaid to the address stated above, or by email transmission (followed by the original) to the address noted above.

ARTICLE 5. INDEPENDENT CONTRACTOR RELATIONSHIP: The Contractor shall provide services described in the contract documents, which shall be as detailed in the specifications contained in the Invitation For Bids which are incorporated herein and made a part hereto, including all addenda issued prior to execution of this Agreement. While so performing the services under this Agreement, Contractor and the City agree, understand and recognize that pursuant to §148B of chapter 149 of the General Laws, Contractor is: (1) free from control and direction in connection with the performance of the service, both under this Agreement and in fact; and (2) the service is performed outside the usual course of the business of the City; and, (3) the Contractor is customarily engaged in an independently established trade, occupation, profession or business of the same nature as that involved in the execution of the service.

ARTICLE 6. PREVAILING WAGES: Pursuant to G.L. c. 71, §7A, Department of Labor Standards (DLS) has determined that no operative collective bargaining agreements exists within the City of Marlborough for which a prevailing wage rate can be set by DLS. A copy of this Notice is incorporated herein by reference.

ARTICLE 7. PERFORMANCE BOND: Contractor shall provide a **One Hundred (100%) percent performance bond for the total annual transportation contract**, issued by a surety company licensed by the Commonwealth of Massachusetts's Division of Insurance. Performance Bond to be forwarded to: **City of Marlborough, c/o Marlborough Public Schools, Attn: Director of Finance & Operations, 17 Washington Street, Marlborough, MA 01752.**

ARTICLE 8. INDEMNIFICATION: Contractor shall, to the maximum extent permitted by law, indemnify and hold harmless the City of Marlborough, its officers, agents and employees from and against any and all damages, actions, suits, proceedings, claims, liabilities, demands, losses, costs and expenses (including reasonable attorneys' fees) for any personal injury or property damage, patent or copyright infringement or other damages that the City may sustain which arise out of or in connection with the Contractor's performance under this Contract or to be performed by the Contractor, its agents, officers, employees, sub-consultants, or sub-contractors, including but not limited to the negligence, reckless or intentional conduct of the Contractor, its agents, officers, employees, sub-consultants, or subcontractors. The existence of insurance shall in no way limit the scope of this indemnification. Contractor further agrees to reimburse the City of Marlborough for damage to its property caused by the Contractor, its agents,

officers, employees, sub-consultants, or subcontractors, including damages caused by his, its or their use of faulty, defective or unsuitable material or equipment, unless damage is caused by the City of Marlborough's gross negligence or willful misconduct. The Contractor shall at no time be considered an agent or representative of the City. After prompt notification of a claim by the City, the Contractor shall have an opportunity to participate in the defense of such claim and any negotiated settlement agreement or judgment.

ARTICLE 9. INSURANCE: Contractor to provide Certificate of Insurance providing General Liability including the following coverage: Premises and Operations, Contractual Liability, Broad form property coverage, personal injury, broad form liability endorsement and sexual abuse and molestation coverage, Automobile Liability, Garage Keepers Legal Liability, and Workers' Compensation as required by the Invitation for Bid Documents in Section 6 in limits specified therein, **including the City of Marlborough and the Marlborough Public Schools as additional named insureds.** Insurance Certificate to be forwarded addressed to the Certificate Holder as follows: **City of Marlborough, c/o Marlborough Public Schools, Attn: Director of Finance & Operations, 17 Washington Street, Marlborough, MA 01752.**

ARTICLE 10. TAX COMPLIANCE: The Contractor, pursuant to an award of the contract and prior to execution of this Agreement, has certified under penalty of perjury that the Contractor is in tax compliance in accordance with G.L. c.62C, §49A.

ARTICLE 11. UNEMPLOYMENT CONTRIBUTION: The Contractor, pursuant to an award of the contract and prior to execution of this Agreement, has certified under penalty of perjury that the Contractor is in compliance with unemployment contribution or payments in lieu of contributions in accordance with G.L. c.151A, §19A.

ARTICLE 12. NON-DEBARMENT: The Contractor, pursuant to an award of the contract and prior to execution of this Agreement, has certified under penalty of perjury that the Contractor is not presently debarred from entering into a public contract in the Commonwealth under the provision of §29F of c. 29, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated there under.

ARTICLE 13. CONFLICT OF INTEREST PROHIBITED: Contractor covenants that it has taken no action in connection with the award of the contract which would be a violation of the provisions of M.G.L. Chapter 268A, the Conflict of Interest statute and that to the extent that such law is applicable to the services it is to perform hereunder, it will comply with the provisions of said statute. Contractor agrees that any activity that would constitute a violation of c. 268A shall be a material breach of this Agreement and shall be grounds for immediate termination of this Agreement by the City with notice after the fact to Contractor and shall be entitled to return of all monies paid hereunder without regard to any enforcement activities undertaken or completed by any enforcement agency.

ARTICLE 14. ASSIGNMENT PROHIBITED: Contractor agrees that it will not be permitted to assign or underlet the contract, nor assign either legally or equitably, any monies hereunder, or its claim thereto, without the previous written consent of the Mayor or the School Superintendent and the Chief Procurement Officer. Notwithstanding the provisions of G.L. c.30B, any procurement officer except the Chief Procurement Officer shall not validate the provisions of this section.

ARTICLE 15. AMENDMENTS OR CHANGES: Any amendments or changes to this Agreement must be in writing, in compliance with G.L. c.30B, and signed by officials with authority to bind the Contractor and the City.

ARTICLE 16. TERMINATION OF CONTRACT: The School Committee may terminate this Agreement, with or without cause, at any time giving sixty (60) days' written notice to the Contractor of its intention to terminate as of the date specified in the notice; provided however, that it is further agreed by the

Contractor that any material breach by the Contractor of the provisions of this Agreement and its incorporated attachments shall be sufficient cause for the City to terminate this Agreement five (5) days after the date of a written notice to the Contractor.

ARTICLE 17. BREACH OR OTHER DEFAULT: Contractor agrees that abandonment or delay of services shall be a material breach of this Agreement. In additions, Contractor agrees that it shall be a material breach of this Agreement if there is an interruption in service on any scheduled school day for which the Contractor did not provide notice to the City by 6:15 A.M. that day. The City may, by whatever legal remedies are available to it, complete or cause to be complete, the work or delivery of products or provision of services and the Contractor shall bear full responsibility of the entire cost of completing the terms of the Agreement and agrees to pay to the City any losses, damages, costs and expenses, including attorney's fees, sustained or incurred by the City by reason of any of the foregoing causes. Any costs incurred by the City will first be deducted from any payments due and payable to the Contractor, who shall also be responsible for any costs in excess of the lowest price accepted by the City.

ARTICLE 18. FORCE MAJEURE; REMEDIES: Neither party shall be responsible to the other for delays in performance resulting from the failure to perform any terms or provisions of this Agreement, except for payments of monies owed, if the party's failure to perform is attributable to war, riot, or other disorder; strike or other work stoppage; fire; flood; or any other act not within the control of the party whose performance is interfered with, and which, by reasonable diligence, such party is unable to prevent. Any such occurrence shall be referred to as a "Force Majeure". In the event of a Force Majeure which interferes with the operation of the City's furnishing of regular day and private school transportation and related services for the Marlborough Public Schools, the Contractor will take all reasonable steps to continue to provide service upon terms and conditions satisfactory to the Contractor and the City. Notwithstanding any other provision of this Agreement, both parties shall be deemed to have retained any and all administrative, contractual and legal rights and remedies to which they may be entitled.

ARTICLE 19. BANKRUPTCY: In the event the Contractor files for bankruptcy protection during the contract term, this Agreement may be deemed null and void, and terminated without further order.

ARTICLE 20. SEVERABILITY: Contractor and the City agree that the provisions of this Agreement are severable. If any provision of this Agreement is held invalid or if any court of competent jurisdiction holds any provision unlawful or not legal, the remaining provisions shall remain in effect.

ARTICLE 21. GOVERNING LAW: The laws of the Commonwealth of Massachusetts shall govern all rights and duties under this Agreement, including without limitation the validity of this Agreement. Any actions arising out of this Agreement shall be brought and maintained in a State or Federal Court in Massachusetts which shall have exclusive jurisdiction thereof. The City may agree to voluntary mediation or arbitration of any contract dispute and will share the costs of such mediation or arbitration. No legal or equitable rights of the parties shall be limited by this paragraph. The parties agree to comply with all provisions of law applicable to this Agreement and the services to be performed hereunder and with all applicable rules, regulations, orders and directives of all governmental bodies having jurisdiction.

ARTICLE 22. PUBLIC RECORDS LAW/CONFIDENTIALY: Contractor acknowledges that the City is subject to public record laws, including without limitations, M.G.L. c.4 § 7, cl. 26 and c. 66 § 10. Contractor acknowledges that in the course of providing services to the District and its students, only Contractor and its employees or representatives will be given or have access to certain directory, routing, and confidential student information ("Confidential Information") which may typically be protected from disclosure with or without prior consent by various laws. Contractor must ensure that all drivers and other personnel are familiar with the confidentiality requirements.

ARTICLE 23. HEADINGS: All paragraph headings contained in this Agreement are for convenience of

reference only, do not form a part of this Agreement and shall not affect in any way the meaning or interpretation of this Agreement.

ARTICLE 24. ENTIRE AGREEMENT CLAUSE: The Parties agree that this Agreement and its attachments constitute the entire agreement between the Parties, and no other binding agreements exist other than those incorporated herein.

IN WITNESS WHEREOF, the said Contractor, and the said City hereto set our hands and seals as of the date first written above.

**FOR THE CONTRACTOR
BY:**

**FOR THE CITY OF MARLBOROUGH
BY:**

By: _____
Title: _____
Date: _____

By: Arthur G. Vigeant
Title: Mayor
Date: _____

[This name for the contractor should match the name on the Certificate of Vote form, if corporation.]

SCHOOL DEPARTMENT HEAD:

By: Michael Bergeron
Title: Superintendent

CERTIFICATION AS TO SUFFICIENCY OF FUNDS:

By: Diane Smith
Title: City Auditor
Purchase Req./P.O.#: _____

CERTIFICATION AS TO PROCUREMENT LAW:

By: Beverly J. Sleeper, MCPPO
Title: Chief Procurement Officer
Procurement Law: c.30B

APPROVED AS TO FORM BY LEGAL COUNSEL:

Jason Grossfield
Title: City Solicitor

Title: Assistant City Solicitor

LIST OF VEHICLES TO BE USED IN THIS CONTRACT

SCHOOL TRANSPORTATION

PLEASE COMPLETE EQUIPMENT INFORMATION BELOW:

	Vehicle ID Number	Model Year	Seating Capacity	Make of Chassis	Make of Body	Present Mileage	Mileage Rating	Type of Fuel	Number of Heaters	Present Condition
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										

	Vehicle ID Number	Model Year	Seating Capacity	Make of Chassis	Make of Body	Present Mileage	Mileage Rating	Type of Fuel	Number of Heaters	
19										
20										
21										
22										
23										
24										
25										
26										
27										
28										
29										
30										
31										
32										
33										
34										

Company Name: _____

Date: _____

APPENDIX "F"

APPROVED SCHOOL CALENDAR FOR 2019-2020

Approved by School Committee
March 12, 2019



2019-2020 SCHOOL CALENDAR

JULY

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

AUGUST

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

2 days

SEPTEMBER

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

20 days/22 days

OCTOBER

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

22 days/44 days

NOVEMBER

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

16 days/60 days

DECEMBER

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

15 days/75 days

Calendar Key **NO SCHOOL**
ECC ONLY - No School
 Professional Development Day-**NO SCHOOL**
 Early Release Day - Prof Dev for staff
 *180th Day-Early Release
 (if no weather cancellations)
 *Make-up Days (weather related)

July 1 -Aug 1 Summer School-All Offices Open
 July 15-26* Camp Invention* (3rd-5th grade)
 August 26 Staff Building Based Day
 August 27 Open Door Day & 5^h & 9^h Orientation
 August 27 District Orientation Day for all Staff
 August 27 School Committee Meeting
August 28 First Day for Grades 1-12
 August 28 & 29 Kindergarten Screening
 August 30 No School-Office Open
 September 2 Labor Day-No School
 September 3 Early Childhood Center Orientation
 September 4 Kindergarten Orientation
September 5 First Day for PreK & K
 September 10 School Committee Meeting
 September 24 School Committee Meeting
 October 3 Early Release Day - Prof Dev for staff
 October 14 Columbus Day- No School
 October 15 School Committee Meeting
 October 29 School Committee Meeting
 November 5 Professional Development Day-Staff Only
 November 11 Veteran's Day
 November 12 School Committee Meeting
 November 26 School Committee Meeting
 November 27-29 Thanksgiving Recess
 December 10 School Committee Meeting
 December 23-31 Holiday Recess
 January 1 New Year's Day -No School
 January 2 School Resumes
 January 14 School Committee Meeting
 January 20 Martin Luther King, Jr. Day-No School
 January 21 Professional Development Day-Staff Only
 January 28 School Committee Meeting
 January 30 ECC Screening Day-No Preschool Classes
 February 11 School Committee Meeting
 February 17 President's Day-No School
 February 18-21 Winter Recess
 February 25 School Committee Meeting
March 5 Early Release Day - Prof Dev for staff
 March 10 School Committee Meeting
 March 24 School Committee Meeting
 April 14 School Committee Meeting
 April 20 Patriots Day-No School
 April 21-24 Spring Recess
 April 28 School Committee Meeting
 May 12 School Committee Meeting
 May 25 Memorial Day-No School
 May 26 School Committee Meeting
 June 7 MHS Graduation
 June 9 School Committee Meeting
 June 11 ECC Open House-No Preschool Classes
 June 15 *180th day of School
 June 23 School Committee Meeting

JANUARY

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

20 days/95 days

FEBRUARY

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

15 days/110 days

MARCH

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

22 day/132 days

APRIL

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

17 days/149 days

MAY

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

20 days/169 days

JUNE

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

11 days/180 days

SCHOOL COMMITTEE MEETINGS
 17 Washington Street - 7:30 PM
 Comcast 98 - Verizon 34

APPENDIX "G"

SCHOOL TRANSPORTATION POLICY



POLICY 4.500
TRANSPORTATION

(Support Services)

TRANSPORTATION

1. The purpose of this policy is to define for the School Committee, administration, pupils, and parents uniform guidelines for transporting pupils to and from school.
 - A. Areas of responsibility
 1. School Committee shall be responsible for establishing the Transportation policy.
 2. Superintendent shall be responsible for carrying out the transportation policy.
 3. The Assistant Superintendent shall be responsible for the day-to-day administration of transportation of pupils, including bus routing, problem resolution and communication with the bus contractor.
 4. Principals shall be responsible for overseeing bus loading and unloading, management of disciplinary infractions and instruction in conduct and evacuation procedures.
 5. Teachers on bus duty shall be responsible for monitoring, loading, and unloading of pupils to insure safety and order.
 6. Bus contractor(s) shall be responsible for abiding by the Contract, the Specifications, and the Transportation policy.
 7. Bus drivers shall be responsible for the safe transportation of pupils to and from school.
 8. Parents shall be responsible for understanding Rules for Bus Conduct contained in the Student Handbooks and making certain that their children follow these rules.
 - B. Problem resolution and communication
 1. Problem resolution
 - a. Problems dealing with transportation should be reported directly to the building principal, who, if unable to resolve the issue, shall refer the matter to the Assistant Superintendent.
 - b. If the problem resolution is unsatisfactory, then it may be brought before the Superintendent of Schools, his/her designee, or the School Committee.



2. Routine communication
 - a. The following information shall be sent to all parents at the beginning of each school year:
 1. Rules for Bus Conduct (see Student Handbook)
 2. Explanation of Disciplinary procedure (see Student Handbook)
 3. Notification that the Transportation policy is available at each Principal's office and School Administration Building.
3. Special communication
 - a. Parents shall be notified as soon as possible if there is any change in a pupil's transportation.
 - b. If sidewalks along major arteries are judged to be hazardous by the Superintendent of Schools or his/her designee, emergency busing of walkers may be instituted.
 - c. Eligibility for student transportation:
 1. All K-3 students will be bused.
 2. All students, grades 4-12, will be bused within areas designated by the School Committee.
 3. Bus routes will be subject to annual review by the School Committee.



4. Identification of riders
 - a. No bus shall carry other than authorized student passengers or faculty members, and no non-school personnel other than drivers and members of the Contractor's staff and family may ride on vehicles without express permission of the Superintendent of Schools or his designee while vehicles are in performance of their contract.
 - b. Lists of riders shall be used to identify authorized student passengers. These lists shall be posted in the buses and shall be updated throughout the school year. Change in transportation shall be handled as follows:
 1. Permission for change shall be granted only by the Principal or the Administration.
 2. No change shall be allowed if it would result in a greater number of riders than the maximum as defined in School Committee policy, except in the case of individual emergency.
 - c. The above regulations are part of the Rules for Bus Conduct. Violation shall be treated as any other violation of school rules.
5. Bus routes
 - a. It shall be the policy to program routes and buses to carry only up to the seated capacity for elementary schools and to allow no more than ten percent (10%) over the maximum allowable seated capacity for secondary schools.
 - b. Bus routes shall be re-examined each year and shall be revised as required to provide safe and efficient transportation.
6. Bus stops
 - a. Bus stops will be established by the School Department at locations which will be determined on the basis of safety before convenience. Students will neither be required to walk to a bus stop along major arteries which do not have sidewalks nor to cross a major artery without a crossing guard. Whenever possible, the School Department will establish neighborhood bus stops as close to the individual homes as possible.



7. Order and safety on buses

- a. Pupils shall be instructed by Principals on proper conduct on buses each year including:
 - 1. Conduct at the bus stops.
 - 2. Conduct on the bus.
 - 3. Conduct getting on and off the bus.
- b. This instruction is based on the Rules for Bus Conduct communicated to parents in writing each year.
- c. Bus evacuation procedures will be conducted each year.
- d. Special introductory procedures to bus transportation shall be given to kindergarten pupils each year.
- e. While the bus is in motion, the driver shall see that the pupils remain seated.

8. Accidents

- a. All accidents, however minor, involving school buses or other vehicles engaged in work under contract, shall be reported to the Office of the Principal and Superintendent of Schools by telephone immediately following said accident and in writing within twenty four (24) hours of the accident. Such written report will state all the pertinent information concerning the accident, including a list of all injured and shall be accompanied by a copy of the accident report rendered to the Police Department and a copy of the accident report rendered to the insurance company.
- b. Parents of all riders of said vehicle will be notified by the Principal's office.
- c. In the event of any injury during transportation to and from schools, parents will be notified immediately by the Administration.



9. Discipline
 - a. The bus driver should be considered as the bus disciplinarian and, in the event of discipline problems on a bus, shall report the violation to the Principal immediately following the bus trip that day. The bus driver shall communicate the violation in writing, using the Bus Behavior Report form.
 - b. The bus driver will use the Rules for Bus Conduct for the purpose of setting standards of discipline.
 - c. A violation of the Rules for Bus Conduct will be recorded on the Bus Behavior Report form. The form will be signed by the bus driver, Principal, and parents, and returned to the Principal.
10. Vehicles to be used
 - a. All vehicles used in the performance of the transportation contract with the School Committee shall be inspected and approved by the Registry of Motor Vehicles. Each bus shall meet all state standards. In addition, the Marlborough School System will conduct a twice-a-year inspection of all vehicles. The age and mileage of each buss shall be determined by contract specification.
11. Transportation specifications
 - a. Said specifications and Transportation policy shall be included as part of the contract documents.

Legal Reference: Ch. 71, Section 7A

Approved: Prior to 1/1/90

cf. (EEA)

Revised: 4/24/01

Revised: 6/11/02



RESPONSIBILITIES OF BUS DRIVERS

1. The role of the school bus driver is an exceedingly important one. Each driver must operate the bus safely, efficiently, and economically, as well as competently supervise the students under his/her care. A good driver can teach many of the qualities of good citizenship by requiring students who ride the bus to adhere to the standards of conduct that have been established for all students using the buses. By consistently providing good leadership, a driver can win respect and cooperation of students, parents, and teachers.
 - A. General duties
 1. The safety and well-being of students riding school buses rests heavily on the school bus driver in the operation of the school bus.
 2. The school bus driver must check his vehicle prior to the beginning of each run to insure that the bus is in safe operating condition.
 3. The drivers must be sure that aisles in the bus are clear of objects that might cause an accident, and that tools, equipment, and the like are properly secured so that, in the event of an accident, the passengers on board are not subject to flying objects.
 4. The driver must cooperate with all agencies to ensure safe, comfortable, and economical student transportation.
 5. The driver is expected to comply with all motor vehicle laws of the Commonwealth of Massachusetts, and regulations established by the Registry of Motor Vehicles, Board of Education and the Marlborough Public Schools.
 6. The driver must take proper precautions, in the event of an accident involving the vehicle, to protect both lives and property.
 7. In the event of an accident involving a school bus, the driver is responsible for reporting the accident to the nearest law enforcement agency, and for having an officer arrive on the scene as soon as possible. This often expedites the fixing of responsibility and setting of damage claims. Students should never be left unattended.
 8. The driver must give full instruction to all students on his/her bus concerning the proper procedure in crossing the road after alighting from the bus.
 9. The driver is responsible for supervising students from the time the students enter the bus until they alight at their regular stops.



10. When stopping the bus on the road, the driver, after ascertaining that way is clear, should signal pupils across the road in front of the bus. The driver should not start the bus until the students are out of danger.

B. Specific duties and responsibilities

1. Drivers must not remove any child from a bus as a disciplinary measure.
2. Drivers must not touch a child except to assist him/her or to render first aid.
3. Bus drivers may take any of the following actions in case of misconduct:
 - a. Stop the bus and remain standing until order is restored.
 - b. Report each incident to the principal.
 - c. Request that the principal board the bus and talk to the students or talk to the individual students during the school day.
 - d. Require individual passengers to sit in assigned seats or assign seats to all students on the bus.
4. Extreme discipline procedures are as follows:
 - a. Stop the bus at the edge of the road.
 - b. Turn off the ignition.
 - c. Set the emergency brake.
 - d. Separate the fighters (if applicable).
 - e. As a last resort, have police come to the scene.
 - f. Call the principal as soon as possible.
5. Suspension of a student from riding the bus may be administered by the school principal, but no student may be forbidden to ride the bus by the driver.
6. School principals will administer punishment when rule infractions are reported and investigated. Reports must be prompt and punishment administered as soon as possible.



- C. Good student control is mainly the responsibility of the bus driver. The driver should consider the following points:
1. Drivers must not remove any child from a bus as a disciplinary measure.
 2. The driver can expect a variety of discipline problems which will tax his ingenuity.
 3. The changing of attitudes requires time.
 4. Development of socially acceptable attitudes is a process that continues through life.
 5. The driver should have an understanding of the problems and aspirations of students.
 - a. Most students want to be older than they are, to be free of adult controls and do things that adults do.
 - b. Most students want adults to recognize their good traits and/or abilities.
 - c. Students dislike being singled out for disciplining in front of a whole group.
 - d. Some students will create problems to get attention. This may be the result of their not receiving sufficient attention at home or at school.
 - e. Problems may result from low grades, influences at home, or poor health.
 - f. Students who normally comply with regulations may become problems if the driver is too lax, indifferent, or unreasonable in his/her demands.
 6. The driver should try to analyze his own attitudes and should not permit his personal problems to be reflected in his actions or judgments while dealing with students.
 7. The driver should strive to make the student's time on the bus most pleasant. A smile or friendly greeting can do much to promote a pleasant atmosphere on the bus. In addition the driver should:
 - a. Be reasonable with violators
 - b. Be firm with students when necessary
 - c. Encourage students to be courteous to others.
- D. Boarding the bus
1. Students must be at the bus stop prior to the arrival of the bus.



2. As the bus approaches, students line up a reasonable distance off of the roadway and are not to approach the bus until it has stopped and the driver has opened the door. Students must not push.
3. Enter quickly and be seated at once.
4. Listen carefully and follow any directions given by the driver.

E. Riding the bus

1. Consuming food or beverages on school buses is not permitted.
2. Smoking on buses is forbidden.
3. Avoid extending arms or other parts of the body out the window.
4. Do not change seats while bus is in motion.
5. Avoid shouting or other excessive noise that may distract the driver and lead to an accident.
6. Keep the bus clean and sanitary.
7. Be courteous to others.
8. Listen carefully and obey directions given by the driver.
9. Nothing may be thrown within the bus or out the windows.
10. Students must remain on the bus until their bus stop or school is reached.
11. No person will be allowed to interfere with the vision or attention of the driver, or with the operation of the bus.
12. Fighting, teasing, pushing, verbal abuse, or damaging property are forbidden.

F. Leaving the bus

1. Do not leave your seat until the bus has come to a complete stop and the driver has opened the door.



G. Bus behavior report

1. Driver procedure: The driver shall be in full charge of the bus at all times, and shall be responsible for order; he shall never exclude a pupil from the bus, but, if unable to manage any pupil, shall report the unmanageable pupil to the principal of the school which he/she attends.

This is notice that the conduct of _____
has been unsatisfactory because of: (circle appropriate number(s))

- | | |
|--|--|
| 1. Changing seats while bus is in motion | 7. Refusal to obey driver's instructions |
| 2. Boisterous conduct on bus. Whistling or calling to people from the bus. | 8. Unnecessarily loud singing conversation or other loud noises. |
| 3. Use of profanity, abusive or obscene language | 9. Refusal to keep all parts of the body inside the bus and to keep feet on the floor. |
| 4. Being physically abusive to other students on the bus. | 10. Refusal to keep the aisles clean |
| 5. Refusal to remain seated. | 11. Smoking |
| 6. Eating on the bus. | 12. Other |

No student may leave the bus at any stop other than his own unless he has a signed statement from the principal requesting such a stop.

Action taken on above report: _____

Principal's signature: _____

This notice must be returned to the Principal, signed by the parent or guardian.

I have read the above notice.

School Bus driver: _____

Parent or Guardian: _____

Legal Reference:

Approved: Prior to 1/1/90

cf.

APPENDIX "H"

DLS Letter Regarding Prevailing Wage

Douglas Dias

From: MA Prevailing Wage <prevailingwages@state.ma.us>
Sent: Wednesday, July 3, 2019 3:51 PM
To: Douglas Dias
Subject: Prevailing wage schedule for Wage Request number :20190703-043

This Official Notice is sent in response to your request of the Department of Labor Standards (DLS) to determine the rate of pay for school bus drivers to be included in the upcoming contract for school bus transportation.

Under G.L. c. 71, §7A, DLS is required to set the rate for school bus drivers based on the wages established in any operative collective bargaining agreements within the municipality. It has been determined that no operative collective bargaining agreements exist within the towns for the contract referenced above. Therefore, in this case, no rate can be set by DLS.

A copy of this Notice should be made available to all prospective bidders to affirm that no rate of pay can be prescribed pursuant to G.L. c. 71, §7A.

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

=====

APPROVAL/DENIAL COMMENTS

STOP SUMMARY

08/02/2019

<u>TRIP NAME</u>	<u>STOP TIME</u>	<u>STOP LOCATION</u>
M-CHARTER-1 AM	6:58 am	BUS LOT
M-CHARTER-1 AM	7:12 am	LODI RD & STEVENS ST
M-CHARTER-1 AM	7:13 am	STEVENS ST & ALGOSIA
M-CHARTER-1 AM	7:14 am	MacIntosh Ave & Stevens St
M-CHARTER-1 AM	7:15 am	PAQUIN DR & STEVENS ST
M-CHARTER-1 AM	7:16 am	Kings View Rd & Richards Rd
M-CHARTER-1 AM	7:17 am	ALAN RD & KINGS VIEW RD
M-CHARTER-1 AM	7:18 am	HOSMER ST & PRINCESS RD
M-CHARTER-1 AM	7:19 am	HOSMER ST & STACEY RD
M-CHARTER-1 AM	7:20 am	HOSMER ST & RAFFAELE RD
M-CHARTER-1 AM	7:22 am	BENJAMIN RD & KINGS GRANT RD
M-CHARTER-1 AM	7:24 am	APPLEWOOD DR & HOSMER ST
M-CHARTER-1 AM	7:25 am	Eager Ct & Hosmer St
M-CHARTER-1 AM	7:26 am	ROYAL CREST DR
M-CHARTER-1 AM	7:27 am	37 Hosmer St
M-CHARTER-1 AM	7:28 am	Auburn St & Clinton St
M-CHARTER-1 AM	7:30 am	KINGS GRANT RD & OLD CHARTER RD
M-CHARTER-1 AM	7:36 am	Main St & Windsor St
M-CHARTER-1 AM	7:40 am	ADV MATH/SCIENCE ACAD
M-CHARTER-1 AM	7:52 am	BUS LOT
M-CHARTER-1 PM	3:10 pm	HUDSON FOX ROAD BUS LOT
M-CHARTER-1 PM	3:24 pm	ADV MATH/SCIENCE ACAD
M-CHARTER-1 PM	3:33 pm	Main St & Windsor St
M-CHARTER-1 PM	3:36 pm	KINGS GRANT RD & OLD CHARTER RD
M-CHARTER-1 PM	3:40 pm	Auburn St & Clinton St
M-CHARTER-1 PM	3:42 pm	37 Hosmer St
M-CHARTER-1 PM	3:43 pm	ROYAL CREST DR
M-CHARTER-1 PM	3:44 pm	Eager Ct & Hosmer St
M-CHARTER-1 PM	3:45 pm	APPLEWOOD DR & HOSMER ST
M-CHARTER-1 PM	3:46 pm	BENJAMIN RD & KINGS GRANT RD
M-CHARTER-1 PM	3:49 pm	HOSMER ST & RAFFAELE RD
M-CHARTER-1 PM	3:50 pm	HOSMER ST & PRINCESS RD
M-CHARTER-1 PM	3:50 pm	HOSMER ST & STACEY RD
M-CHARTER-1 PM	3:52 pm	ALAN RD & KINGS VIEW RD
M-CHARTER-1 PM	3:52 pm	Kings View Rd & Richards Rd
M-CHARTER-1 PM	3:53 pm	PAQUIN DR & STEVENS ST
M-CHARTER-1 PM	3:54 pm	MacIntosh Ave & Stevens St
M-CHARTER-1 PM	3:54 pm	STEVENS ST & ALGOSIA
M-CHARTER-1 PM	3:56 pm	LODI RD & STEVENS ST
M-CHARTER-1 PM	4:10 pm	BUS LOT

<u>TRIP NAME</u>	<u>STOP TIME</u>	<u>STOP LOCATION</u>
M-CHARTER-10 AM	7:05 am	HUDSON FOX ROAD BUS LOT
M-CHARTER-10 AM	7:19 am	DENONCOURT ST & MILES STANDISH DR
M-CHARTER-10 AM	7:21 am	PAGE CIR & THOMAS DR
M-CHARTER-10 AM	7:23 am	185 Spoonhill Avenue
M-CHARTER-10 AM	7:30 am	AZALEA LN & DICENZO BLVD
M-CHARTER-10 AM	7:32 am	DICENZO BLVD & SETTLERS LN
M-CHARTER-10 AM	7:34 am	450-460 BPR COUNTRYSIDE
M-CHARTER-10 AM	7:45 am	ADV MATH/SCIENCE ACAD
M-CHARTER-10 PM	3:13 pm	HUDSON FOX ROAD BUS LOT
M-CHARTER-10 PM	3:25 pm	ADV MATH/SCIENCE ACAD
M-CHARTER-10 PM	3:35 pm	450-460 BPR COUNTRYSIDE
M-CHARTER-10 PM	3:38 pm	DICENZO BLVD & SETTLERS LN
M-CHARTER-10 PM	3:39 pm	AZALEA LN & DICENZO BLVD
M-CHARTER-10 PM	3:46 pm	185 Spoonhill Avenue
M-CHARTER-10 PM	3:47 pm	PAGE CIR & THOMAS DR
M-CHARTER-10 PM	3:49 pm	DENONCOURT ST & MILES STANDISH DR
M-CHARTER-10 PM	4:03 pm	HUDSON FOX ROAD BUS LOT
M-CHARTER-2 AM	6:50 am	BUS LOT
M-CHARTER-2 AM	7:07 am	COLLINS DR & CONCORD RD
M-CHARTER-2 AM	7:10 am	MELODY LN & RAYMOND RD
M-CHARTER-2 AM	7:12 am	CONCORD RD & DEMERS DR
M-CHARTER-2 AM	7:13 am	CAMERON DR & GOODALE RD & GOODALE
M-CHARTER-2 AM	7:13 am	CONCORD RD & LAMARRE DR
M-CHARTER-2 AM	7:14 am	GOODALE ST & TAYLOR RD
M-CHARTER-2 AM	7:16 am	JUNIPER RD & VEGA RD
M-CHARTER-2 AM	7:19 am	2 MOSHER LN TURN AROUND ON MOSHER
M-CHARTER-2 AM	7:20 am	BLANCHETTE DR & SUDBURY ST
M-CHARTER-2 AM	7:22 am	STONE HILL RD & STONEHILL RD & SUDBU
M-CHARTER-2 AM	7:23 am	452 SUDBURY ST
M-CHARTER-2 AM	7:23 am	SUDBURY ST & TURNER RIDGE RD
M-CHARTER-2 AM	7:24 am	MINEHAN LN & SUDBURY ST
M-CHARTER-2 AM	7:27 am	BELMORE PL & LITTLEFIELD LN
M-CHARTER-2 AM	7:29 am	Boise Rd & Hemenway St
M-CHARTER-2 AM	7:29 am	593 Hemenway Street
M-CHARTER-2 AM	7:30 am	538 Hemenway Street
M-CHARTER-2 AM	7:44 am	ADV MATH/SCIENCE ACAD
M-CHARTER-2 AM	7:54 am	BUS LOT
M-CHARTER-2 PM	3:10 pm	BUS LOT
M-CHARTER-2 PM	3:24 pm	ADV MATH/SCIENCE ACAD
M-CHARTER-2 PM	3:39 pm	62 Beaman Lane
M-CHARTER-2 PM	3:40 pm	COLLINS DR & CONCORD RD

<u>TRIP NAME</u>	<u>STOP TIME</u>	<u>STOP LOCATION</u>
M-CHARTER-2 PM	3:43 pm	MELODY LN & RAYMOND RD
M-CHARTER-2 PM	3:46 pm	CONCORD RD & DEMERS DR
M-CHARTER-2 PM	3:46 pm	CONCORD RD & LAMARRE DR
M-CHARTER-2 PM	3:47 pm	CAMERON DR & GOODALE RD & GOODALE
M-CHARTER-2 PM	3:48 pm	GOODALE ST & TAYLOR RD
M-CHARTER-2 PM	3:49 pm	JUNIPER RD & VEGA RD
M-CHARTER-2 PM	3:52 pm	2 MOSHER LN TURN AROUND ON MOSHER
M-CHARTER-2 PM	3:54 pm	BLANCHETTE DR & SUDBURY ST
M-CHARTER-2 PM	3:54 pm	STONE HILL RD & STONEHILL RD & SUDBU
M-CHARTER-2 PM	3:55 pm	SUDBURY ST & TURNER RIDGE RD
M-CHARTER-2 PM	3:56 pm	MINEHAN LN & SUDBURY ST
M-CHARTER-2 PM	3:56 pm	452 SUDBURY ST
M-CHARTER-2 PM	3:59 pm	BELMORE PL & LITTLEFIELD LN
M-CHARTER-2 PM	4:01 pm	Boise Rd & Hemenway St
M-CHARTER-2 PM	4:01 pm	538 Hemenway Street
M-CHARTER-2 PM	4:01 pm	593 Hemenway Street
M-CHARTER-2 PM	4:20 pm	BUS LOT
M-CHARTER-3 AM	6:57 am	BUS LOT
M-CHARTER-3 AM	7:16 am	849 BPR East Hager Meadows
M-CHARTER-3 AM	7:18 am	73 Wayside Inn Road
M-CHARTER-3 AM	7:20 am	FARRINGTON LN & HAWKINS LN
M-CHARTER-3 AM	7:22 am	FARRINGTON LN & STETSON DR
M-CHARTER-3 AM	7:23 am	FLINT DR & GRAHAM PATH
M-CHARTER-3 AM	7:24 am	Emer Rd & Littlefield Ln
M-CHARTER-3 AM	7:28 am	212 Sudbury Street
M-CHARTER-3 AM	7:29 am	174 Sudbury St
M-CHARTER-3 AM	7:30 am	10 Sudbury St
M-CHARTER-3 AM	7:33 am	688 Boston Post Road East
M-CHARTER-3 AM	7:34 am	586 Boston Post Road East
M-CHARTER-3 AM	7:35 am	750 Farm Rd Princeton Green Apt
M-CHARTER-3 AM	7:36 am	CLARKE DR & FARM RD
M-CHARTER-3 AM	7:37 am	PHELPS ST & ROYCE RD
M-CHARTER-3 AM	7:46 am	202 Williams Street
M-CHARTER-3 AM	7:47 am	ADV MATH/SCIENCE ACAD
M-CHARTER-3 AM	7:58 am	BUS LOT
M-CHARTER-3 PM	3:10 pm	BUS LOT
M-CHARTER-3 PM	3:24 pm	ADV MATH/SCIENCE ACAD
M-CHARTER-3 PM	3:30 pm	202 Williams Street
M-CHARTER-3 PM	3:38 pm	PHELPS ST & ROYCE RD
M-CHARTER-3 PM	3:40 pm	CLARKE DR & FARM RD
M-CHARTER-3 PM	3:41 pm	750 Farm Rd Princeton Green Apt
M-CHARTER-3 PM	3:42 pm	586 Boston Post Road East
M-CHARTER-3 PM	3:43 pm	688 Boston Post Road East

<u>TRIP NAME</u>	<u>STOP TIME</u>	<u>STOP LOCATION</u>
M-CHARTER-3 PM	3:46 pm	10 Sudbury St
M-CHARTER-3 PM	3:47 pm	174 Sudbury St
M-CHARTER-3 PM	3:48 pm	212 Sudbury Street
M-CHARTER-3 PM	3:51 pm	Emer Rd & Littlefield Ln
M-CHARTER-3 PM	3:55 pm	FLINT DR & GRAHAM PATH
M-CHARTER-3 PM	3:56 pm	FARRINGTON LN & HAWKINS LN
M-CHARTER-3 PM	3:56 pm	FARRINGTON LN & STETSON DR
M-CHARTER-3 PM	3:59 pm	73 Wayside Inn Road
M-CHARTER-3 PM	4:01 pm	849 BPR East Hager Meadows
M-CHARTER-3 PM	4:20 pm	BUS LOT
M-CHARTER-4 AM	6:55 am	BUS LOT
M-CHARTER-4 AM	7:00 am	BERLIN RD & PEEBLES WAY
M-CHARTER-4 AM	7:01 am	Dufresne Dr & W Hill Rd
M-CHARTER-4 AM	7:02 am	311 West Hill Rd
M-CHARTER-4 AM	7:04 am	Matheson Dr & W Hill Rd
M-CHARTER-4 AM	7:06 am	ASH ST & MECHANIC ST
M-CHARTER-4 AM	7:08 am	HIGHLAND ST & UNION ST
M-CHARTER-4 AM	7:08 am	Kelber Dr & Union St
M-CHARTER-4 AM	7:11 am	CRYSTAL BROOK WAY & CURTIS AVE
M-CHARTER-4 AM	7:13 am	COOK LN & ESSEX ST
M-CHARTER-4 AM	7:14 am	COOK LN & OGRADY RD
M-CHARTER-4 AM	7:14 am	COOK LN & OMALLEY RD & SUNSHINE DR
M-CHARTER-4 AM	7:16 am	Clearview Dr & Sunshine Dr
M-CHARTER-4 AM	7:19 am	Gulbankians
M-CHARTER-4 AM	7:22 am	The Willows Apts
M-CHARTER-4 AM	7:23 am	Farm Rd & Farmington Cir
M-CHARTER-4 AM	7:24 am	334 Farm Road
M-CHARTER-4 AM	7:25 am	246 FARM RD
M-CHARTER-4 AM	7:26 am	Danjou Dr & Farm Rd
M-CHARTER-4 AM	7:26 am	168 Farm Road
M-CHARTER-4 AM	7:28 am	Allis and Framingham
M-CHARTER-4 AM	7:28 am	Beverly Dr & Framingham Rd
M-CHARTER-4 AM	7:30 am	Maple St & River St
M-CHARTER-4 AM	7:31 am	Holm St & Walker St
M-CHARTER-4 AM	7:34 am	Continue
M-CHARTER-4 AM	7:39 am	ADV MATH/SCIENCE ACAD
M-CHARTER-4 AM	7:55 am	BUS LOT
M-CHARTER-4 PM	3:10 pm	BUS LOT
M-CHARTER-4 PM	3:24 pm	ADV MATH/SCIENCE ACAD
M-CHARTER-4 PM	3:35 pm	Maple St & River St
M-CHARTER-4 PM	3:36 pm	Holm St & Walker St
M-CHARTER-4 PM	3:38 pm	Beverly Dr & Framingham Rd
M-CHARTER-4 PM	3:40 pm	Allis Rd & Framingham Rd

<u>TRIP NAME</u>	<u>STOP TIME</u>	<u>STOP LOCATION</u>
M-CHARTER-4 PM	3:43 pm	Danjou Dr & Farm Rd
M-CHARTER-4 PM	3:43 pm	168 Farm Road
M-CHARTER-4 PM	3:44 pm	246 FARM RD
M-CHARTER-4 PM	3:45 pm	334 Farm Road
M-CHARTER-4 PM	3:46 pm	Farm Rd & Farmington Cir
M-CHARTER-4 PM	3:48 pm	The Willows Apts
M-CHARTER-4 PM	3:49 pm	Gulbankians
M-CHARTER-4 PM	3:52 pm	Clearview Dr & Sunshine Dr
M-CHARTER-4 PM	3:53 pm	COOK LN & OGRADY RD
M-CHARTER-4 PM	3:53 pm	COOK LN & OMALLEY RD & SUNSHINE DR
M-CHARTER-4 PM	3:54 pm	COOK LN & ESSEX ST
M-CHARTER-4 PM	3:56 pm	CRYSTAL BROOK WAY & CURTIS AVE
M-CHARTER-4 PM	3:59 pm	HIGHLAND ST & UNION ST
M-CHARTER-4 PM	3:59 pm	Kelber Dr & Union St
M-CHARTER-4 PM	4:01 pm	ASH ST & MECHANIC ST
M-CHARTER-4 PM	4:03 pm	Matheson Dr & W Hill Rd
M-CHARTER-4 PM	4:04 pm	311 West Hill Rd
M-CHARTER-4 PM	4:05 pm	Dufresne Dr & W Hill Rd
M-CHARTER-4 PM	4:06 pm	BERLIN RD & PEBBLES WAY
M-CHARTER-4 PM	4:11 pm	BUS LOT
M-CHARTER-5 AM	7:05 am	BUS LOT
M-CHARTER-5 AM	7:10 am	578 Bigelow Street
M-CHARTER-5 AM	7:11 am	BIGELOW ST & DOUCETTE DR
M-CHARTER-5 AM	7:12 am	BIGELOW ST & EVELINA DR
M-CHARTER-5 AM	7:13 am	HOUDE ST & PELTIER ST
M-CHARTER-5 AM	7:14 am	CHASE RD & MILLHAM ST
M-CHARTER-5 AM	7:15 am	GREGOIRE DR & MAURICE DR & MILLHAM
M-CHARTER-5 AM	7:18 am	399 MILLHAM ST
M-CHARTER-5 AM	7:23 am	767 Elm St
M-CHARTER-5 AM	7:24 am	CLEVERSY DR & ELM ST
M-CHARTER-5 AM	7:26 am	527 Elm Street
M-CHARTER-5 AM	7:30 am	66 Ripley Ave
M-CHARTER-5 AM	7:31 am	Sandini Rd & Teller St
M-CHARTER-5 AM	7:34 am	Talia apartments 167 Ames St
M-CHARTER-5 AM	7:36 am	Avalon PULL IN AND TAKE A LEFT AT THE S
M-CHARTER-5 AM	7:40 am	Stonegate apt
M-CHARTER-5 AM	7:42 am	1st Stearns Rd & Williams St
M-CHARTER-5 AM	7:44 am	DEERFIELD RUN & STEARNS RD & WILLIA
M-CHARTER-5 AM	7:44 am	502 Williams Street
M-CHARTER-5 AM	7:45 am	MORRISSEY RD & WILLIAMS ST
M-CHARTER-5 AM	7:47 am	167 Kelleher St
M-CHARTER-5 AM	7:48 am	57 Kelleher st
M-CHARTER-5 AM	7:50 am	269 Clover Hill St
M-CHARTER-5 AM	7:51 am	ADV MATH/SCIENCE ACAD
M-CHARTER-5 AM	8:02 am	BUS LOT

TRIP NAMESTOP TIMESTOP LOCATION

M-CHARTER-5 PM	3:10 pm	BUS LOT
M-CHARTER-5 PM	3:25 pm	ADV MATH/SCIENCE ACAD
M-CHARTER-5 PM	3:26 pm	269 Clover Hill St
M-CHARTER-5 PM	3:27 pm	57 Kelleher st
M-CHARTER-5 PM	3:28 pm	196 Kelleher St
M-CHARTER-5 PM	3:29 pm	MORRISSEY RD & WILLIAMS ST
M-CHARTER-5 PM	3:29 pm	502 Williams Street
M-CHARTER-5 PM	3:30 pm	DEERFIELD RUN & STEARNS RD & WILLIA
M-CHARTER-5 PM	3:30 pm	1st Stearns Rd & Williams St
M-CHARTER-5 PM	3:33 pm	Stonegate apt
M-CHARTER-5 PM	3:37 pm	Avalon (pull in to the stop sign take a left pick up
M-CHARTER-5 PM	3:39 pm	165 Ames St Talia Apt
M-CHARTER-5 PM	3:42 pm	Sandini Rd & Teller St
M-CHARTER-5 PM	3:43 pm	66 Ripley Ave
M-CHARTER-5 PM	3:46 pm	527 Elm Street
M-CHARTER-5 PM	3:48 pm	CLEVERSY DR & ELM ST
M-CHARTER-5 PM	3:49 pm	767 Elm St
M-CHARTER-5 PM	3:54 pm	399 MILLHAM ST
M-CHARTER-5 PM	3:56 pm	CHASE RD & MILLHAM ST
M-CHARTER-5 PM	3:56 pm	GREGOIRE DR & MAURICE DR & MILLHAM
M-CHARTER-5 PM	3:58 pm	HOUDE ST & PELTIER ST
M-CHARTER-5 PM	3:59 pm	BIGELOW ST & EVELINA DR
M-CHARTER-5 PM	4:00 pm	BIGELOW ST & DOUCETTE DR
M-CHARTER-5 PM	4:01 pm	578 Bigelow Street
M-CHARTER-5 PM	4:06 pm	BUS LOT

M-CHARTER-6 AM	6:50 am	BUS LOT
M-CHARTER-6 AM	7:05 am	90 Concord Road
M-CHARTER-6 AM	7:06 am	98 Stow Rd
M-CHARTER-6 AM	7:07 am	ROBERT RD & STOW RD
M-CHARTER-6 AM	7:08 am	Robert Rd & Stow Rd
M-CHARTER-6 AM	7:10 am	492 Stow Rd
M-CHARTER-6 AM	7:10 am	460 Stow Road
M-CHARTER-6 AM	7:12 am	623 Stow Rd
M-CHARTER-6 AM	7:13 am	Balcom Rd & Stow Rd
M-CHARTER-6 AM	7:14 am	Dean Rd & Russo Dr
M-CHARTER-6 AM	7:16 am	Naugler Ave & Simpson Rd
M-CHARTER-6 AM	7:17 am	Denoncourt St & Naugler Ave
M-CHARTER-6 AM	7:18 am	Dawes Rd & Simpson Rd
M-CHARTER-6 AM	7:19 am	BARNARD RD & EVERGREEN LN & NAUGL
M-CHARTER-6 AM	7:20 am	Naugler Ave & Boyd Cir
M-CHARTER-6 AM	7:26 am	CONTINUE
M-CHARTER-6 AM	7:27 am	CONTINUE
M-CHARTER-6 AM	7:34 am	ADV MATH/SCIENCE ACAD

<u>TRIP NAME</u>	<u>STOP TIME</u>	<u>STOP LOCATION</u>
M-CHARTER-6 AM	7:50 am	BUS LOT
M-CHARTER-6 PM	3:10 pm	BUS LOT
M-CHARTER-6 PM	3:25 pm	ADV MATH/SCIENCE ACAD
M-CHARTER-6 PM	3:36 pm	CONTINUE
M-CHARTER-6 PM	3:38 pm	90 Concord Road
M-CHARTER-6 PM	3:39 pm	98 Stow Rd
M-CHARTER-6 PM	3:40 pm	ROBERT RD & STOW RD
M-CHARTER-6 PM	3:41 pm	Robert Rd & Stow Rd
M-CHARTER-6 PM	3:43 pm	460 Stow Road
M-CHARTER-6 PM	3:44 pm	492 Stow Rd
M-CHARTER-6 PM	3:45 pm	623 Stow Road
M-CHARTER-6 PM	3:46 pm	623 Stow Road
M-CHARTER-6 PM	3:47 pm	Balcom Rd & Stow Rd
M-CHARTER-6 PM	3:48 pm	Dean Rd & Russo Dr
M-CHARTER-6 PM	3:50 pm	Naugler Ave & Simpson Rd
M-CHARTER-6 PM	3:51 pm	Denoncourt St & Naugler Ave
M-CHARTER-6 PM	3:52 pm	Dawes Rd & Simpson Rd
M-CHARTER-6 PM	3:53 pm	BARNARD RD & EVERGREEN LN & NAUGL
M-CHARTER-6 PM	3:54 pm	Naugler Ave & Boyd Cir
M-CHARTER-6 PM	4:09 pm	BUS LOT
M-CHARTER-7 AM	6:58 am	FOX RD
M-CHARTER-7 AM	7:04 am	330 BERLIN RD
M-CHARTER-7 AM	7:05 am	155 Berlin Road
M-CHARTER-7 AM	7:06 am	BERLIN RD & DALTON RD
M-CHARTER-7 AM	7:06 am	Berlin Rd & Wright Dr
M-CHARTER-7 AM	7:07 am	Pleasant St & Russell St
M-CHARTER-7 AM	7:09 am	Hayden St & W Main St
M-CHARTER-7 AM	7:10 am	Granger Blvd & Liberty St
M-CHARTER-7 AM	7:14 am	Cook Ln & Peters Ave
M-CHARTER-7 AM	7:15 am	269 Boston Post Road East
M-CHARTER-7 AM	7:16 am	447 Boston Post Rd
M-CHARTER-7 AM	7:18 am	Heath St & Wilson St
M-CHARTER-7 AM	7:19 am	Ewald Ave & Linda Cir
M-CHARTER-7 AM	7:19 am	186 Wilson St
M-CHARTER-7 AM	7:20 am	Ewald Ave & Muir Way
M-CHARTER-7 AM	7:28 am	LINCOLN ST & MECHANIC ST
M-CHARTER-7 AM	7:28 am	Lincoln St & Prospect St
M-CHARTER-7 AM	7:29 am	Lincoln St & Pleasant St
M-CHARTER-7 AM	7:30 am	Broad St & Chestnut St
M-CHARTER-7 AM	7:31 am	Beach St & W Main St
M-CHARTER-7 AM	7:33 am	Beach St & South St Student David Childers only
M-CHARTER-7 AM	7:34 am	Mount Pleasant St & South St
M-CHARTER-7 AM	7:35 am	Charles St & South St

TRIP NAME**STOP TIME****STOP LOCATION**

M-CHARTER-7 AM	7:39 am	ADV MATH/SCIENCE ACAD
M-CHARTER-7 PM	3:10 am	HUDSON FOX ROAD BUS LOT
M-CHARTER-7 PM	3:22 am	ADV MATH/SCIENCE ACAD
M-CHARTER-7 PM	3:25 am	Beach St & W Main St
M-CHARTER-7 PM	3:26 am	Beach St & South St Student David Childers only
M-CHARTER-7 PM	3:27 am	Charles St & South St
M-CHARTER-7 PM	3:27 am	Mount Pleasant St & South St
M-CHARTER-7 PM	3:28 am	Hayden St & W Main St
M-CHARTER-7 PM	3:29 am	Granger Blvd & Liberty St
M-CHARTER-7 PM	3:33 am	Cook Ln & Peters Ave
M-CHARTER-7 PM	3:34 am	269 Boston Post Road East
M-CHARTER-7 PM	3:35 am	447 Boston Post Rd
M-CHARTER-7 PM	3:37 am	Heath St & Wilson St
M-CHARTER-7 PM	3:38 am	Ewald Ave & Linda Cir
M-CHARTER-7 PM	3:38 am	154 Wilson St
M-CHARTER-7 PM	3:39 am	Ewald Ave & Muir Way
M-CHARTER-7 PM	3:47 am	LINCOLN ST & MECHANIC ST
M-CHARTER-7 PM	3:47 am	Lincoln St & Prospect St
M-CHARTER-7 PM	3:50 am	Pleasant St & Russell St
M-CHARTER-7 PM	3:51 am	BERLIN RD & DALTON RD
M-CHARTER-7 PM	3:51 am	Berlin Rd & Wright Dr
M-CHARTER-7 PM	3:51 am	155 Berlin Road
M-CHARTER-7 PM	3:53 am	330 BERLIN RD
M-CHARTER-7 PM	3:59 am	FOX RD
M-CHARTER-8 AM	7:10 am	2 Fox Rd
M-CHARTER-8 AM	7:23 am	2nd Rd & Bruce Rd
M-CHARTER-8 AM	7:25 am	2nd Rd & Hill Rd
M-CHARTER-8 AM	7:26 am	Lakeshore Dr & Reservoir St
M-CHARTER-8 AM	7:32 am	Church St & Vine St
M-CHARTER-8 AM	7:34 am	Church St & Essex St
M-CHARTER-8 AM	7:37 am	Church St & Edinboro St
M-CHARTER-8 AM	7:39 am	91 Dartmouth Street
M-CHARTER-8 AM	7:44 am	DESIMONE DR & GOODNOW LN
M-CHARTER-8 AM	7:48 am	398 Brigham Street
M-CHARTER-8 AM	7:50 am	BRIGHAM ST & LEOLEIS DR
M-CHARTER-8 AM	7:52 am	BRIGHAM ST & WALCOTT CIR
M-CHARTER-8 AM	7:53 am	671 Brigham Street
M-CHARTER-8 AM	7:54 am	131 clover hill st
M-CHARTER-8 AM	7:58 am	ADV MATH/SCIENCE ACAD
M-CHARTER-8 PM	3:10 pm	HUDSON FOX ROAD BUS LOT
M-CHARTER-8 PM	3:22 pm	ADV MATH/SCIENCE ACAD

<u>TRIP NAME</u>	<u>STOP TIME</u>	<u>STOP LOCATION</u>
M-CHARTER-8 PM	3:25 pm	131 clover hill st
M-CHARTER-8 PM	3:28 pm	671 Brigham Street
M-CHARTER-8 PM	3:29 pm	BRIGHAM ST & LEOLEIS DR
M-CHARTER-8 PM	3:29 pm	BRIGHAM ST & WALCOTT CIR
M-CHARTER-8 PM	3:30 pm	398 Brigham Street
M-CHARTER-8 PM	3:33 pm	DESIMONE DR & GOODNOW LN
M-CHARTER-8 PM	3:36 pm	91 Dartmouth Street
M-CHARTER-8 PM	3:37 pm	Church St & Edinboro St
M-CHARTER-8 PM	3:38 pm	Church St & Essex St
M-CHARTER-8 PM	3:39 pm	Church St & Vine St
M-CHARTER-8 PM	3:44 pm	Lakeshore Dr & Reservoir St
M-CHARTER-8 PM	3:44 pm	2nd Rd & Hill Rd
M-CHARTER-8 PM	3:45 pm	2nd Rd & Bruce Rd
M-CHARTER-8 PM	3:59 pm	BUS LOT
M-CHARTER-9 AM	7:15 am	HUDSON FOX ROAD BUS LOT
M-CHARTER-9 AM	7:23 am	Pleasant St & Varley Rd
M-CHARTER-9 AM	7:25 am	465 Pleasant St
M-CHARTER-9 AM	7:26 am	Perry Ln & Pleasant St
M-CHARTER-9 AM	7:28 am	Elm St & Pleasant St
M-CHARTER-9 AM	7:30 am	HUDSON ST & KENNEY LN
M-CHARTER-9 AM	7:32 am	Hudson & Gikas
M-CHARTER-9 AM	7:34 am	192 Bolton Street
M-CHARTER-9 AM	7:35 am	Bolton St & Chandler St
M-CHARTER-9 AM	7:39 am	45 Lakeside Oil must go in and turn around.
M-CHARTER-9 AM	7:41 am	RT 20 & Ice House Landing
M-CHARTER-9 AM	7:47 am	ADV MATH/SCIENCE ACAD
M-CHARTER-9 PM	3:13 pm	HUDSON FOX ROAD BUS LOT
M-CHARTER-9 PM	3:25 pm	ADV MATH/SCIENCE ACAD
M-CHARTER-9 PM	3:29 pm	RT 20 & Ice House Landing
M-CHARTER-9 PM	3:33 pm	45 Lakeside Oil must go in and turn around.
M-CHARTER-9 PM	3:38 pm	Bolton St & Chandler St
M-CHARTER-9 PM	3:39 pm	192 Bolton Street
M-CHARTER-9 PM	3:42 pm	Hudson & Gikas
M-CHARTER-9 PM	3:44 pm	HUDSON ST & KENNEY LN
M-CHARTER-9 PM	3:45 pm	Elm St & Pleasant St
M-CHARTER-9 PM	3:47 pm	Perry Ln & Pleasant St
M-CHARTER-9 PM	3:48 pm	465 Pleasant St
M-CHARTER-9 PM	3:50 pm	Pleasant St & Varley Rd
M-CHARTER-9 PM	3:58 pm	HUDSON FOX ROAD BUS LOT

STOP SUMMARY

08/02/2019

<u>TRIP NAME</u>	<u>STOP TIME</u>	<u>STOP LOCATION</u>
M-IC-15 AM	6:45 am	FOX RD
M-IC-15 AM	6:58 am	165 Anderson rd
M-IC-15 AM	7:00 am	PEROLMAN DR & WORSTER DR
M-IC-15 AM	7:01 am	STEVENS ST & WESTERN VIEW DR
M-IC-15 AM	7:03 am	27 alan rd
M-IC-15 AM	7:04 am	479 Hosmer St
M-IC-15 AM	7:08 am	Balcom Rd & Stow Rd
M-IC-15 AM	7:09 am	593 Stow Rd
M-IC-15 AM	7:12 am	Page Cir & Thomas Dr
M-IC-15 AM	7:14 am	43 Spoonhill Ave
M-IC-15 AM	7:15 am	Royal Crest Apartments
M-IC-15 AM	7:16 am	THE HEIGHTS - ENTRANCE
M-IC-15 AM	7:17 am	215 Hosmer St.
M-IC-15 AM	7:18 am	CONTINUE
M-IC-15 AM	7:22 am	140 Bolton St
M-IC-15 AM	7:24 am	IMMACULATE CONCEPTION DROP UPPER.
M-IC-15 PM	1:47 pm	FOX RD
M-IC-15 PM	2:00 pm	IMMACULATE CONCEPTION
M-IC-15 PM	2:07 pm	593 Stow Rd
M-IC-15 PM	2:08 pm	Balcom Rd & Stow Rd
M-IC-15 PM	2:12 pm	27 alan rd
M-IC-15 PM	2:14 pm	Page Cir & Thomas Dr
M-IC-15 PM	2:16 pm	43 Spoonhill Ave
M-IC-15 PM	2:17 pm	Royal Crest Apartments
M-IC-15 PM	2:18 pm	103 Hosmer St
M-IC-15 PM	2:18 pm	215 Hosmer St.
M-IC-15 PM	2:18 pm	THE HEIGHTS - ENTRANCE
M-IC-15 PM	2:20 pm	479 Hosmer St
M-IC-15 PM	2:22 pm	STEVENS ST & WESTERN VIEW DR
M-IC-15 PM	2:24 pm	PEROLMAN DR & WORSTER DR
M-IC-15 PM	2:25 pm	165 Anderson rd
M-IC-15 PM	2:28 pm	287 Bolton st
M-IC-15 PM	2:29 pm	BOLTON ST SIDE WHITCOMB
M-IC-16 AM	6:36 am	FOX RD
M-IC-16 AM	6:54 am	MCNEIL CIR & VEGA RD
M-IC-16 AM	6:55 am	69 McNeil Circle
M-IC-16 AM	6:55 am	turn around in cul de sac
M-IC-16 AM	6:57 am	704 Concord Rd
M-IC-16 AM	6:59 am	Melody Ln & Raymond Rd
M-IC-16 AM	7:02 am	BLANCHETTE DR & JACKSON CIR

<u>TRIP NAME</u>	<u>STOP TIME</u>	<u>STOP LOCATION</u>
M-IC-16 AM	7:04 am	1100 Concord Rd
M-IC-16 AM	7:05 am	BACK INTO MOSHER REVERSE DIRECTION
M-IC-16 AM	7:09 am	Farrington Ln & Stetson Dr
M-IC-16 AM	7:15 am	Boston Post Rd E & Pomphery Dr
M-IC-16 AM	7:16 am	586 Bosont Post Road East
M-IC-16 AM	7:17 am	496 Boston Post Rd
M-IC-16 AM	7:19 am	302 Boston Post rd east
M-IC-16 AM	7:21 am	148 Boston Post Rd E
M-IC-16 AM	7:25 am	IMMACULATE CONCEPTION
M-IC-16-1 PM	1:47 pm	2 FOX RD
M-IC-16-1 PM	2:00 pm	IMMACULATE CONCEPTION
M-IC-16-1 PM	2:09 pm	McNeil Cir & Vega Rd
M-IC-16-1 PM	2:09 pm	69 McNeil Circle
M-IC-16-1 PM	2:09 pm	turn around in Mcneil cul de sac
M-IC-16-1 PM	2:10 pm	704 Concord Rd
M-IC-16-1 PM	2:12 pm	Melody Ln & Raymond Rd
M-IC-16-1 PM	2:14 pm	BLANCHETTE DR & JACKSON CIR
M-IC-16-1 PM	2:16 pm	BACK IN AND TURN AROUND
M-IC-16-1 PM	2:16 pm	1100 Concord Rd
M-IC-16-1 PM	2:26 pm	MMS
M-IC-16-2 PM	1:47 pm	FOX RD
M-IC-16-2 PM	2:01 pm	IMMACULATE CONCEPTION
M-IC-16-2 PM	2:14 pm	Hawkins Ln & Slocumb Ln & Stetson Dr
M-IC-16-2 PM	2:21 pm	586 Bosont Post Road East
M-IC-16-2 PM	2:22 pm	496 Boston Post Rd KINDER CARE
M-IC-16-2 PM	2:24 pm	302 Boston Post rd east
M-IC-16-2 PM	2:26 pm	148 Boston Post Rd E
M-IC-16-2 PM	2:30 pm	WHITCOMB MIDDLE SCHOOL BOLTON ST S
M-IC-17 AM	6:25 am	FOX RD
M-IC-17 AM	6:40 am	Avalon Dr & Boston Post Rd E
M-IC-17 AM	6:41 am	273 Boston Post Road #8
M-IC-17 AM	6:46 am	Bowstring Way & Dicenzo Blvd
M-IC-17 AM	6:47 am	DICENZO BLVD & VIOLETWOOD CIR
M-IC-17 AM	6:48 am	AZALEA LN & DICENZO BLVD
M-IC-17 AM	6:52 am	186 Wilson st
M-IC-17 AM	6:54 am	EWALD AVE & MUIR WAY
M-IC-17 AM	6:58 am	Broadmeadow Apartments
M-IC-17 AM	6:59 am	Broadmeadow St & Gulbankian Dr
M-IC-17 AM	7:04 am	BLAKE CIR & COOK LN
M-IC-17 AM	7:05 am	Cook Ln & Ogrady Rd
M-IC-17 AM	7:06 am	Cook Ln & Sherwood Dr S

<u>TRIP NAME</u>	<u>STOP TIME</u>	<u>STOP LOCATION</u>
M-IC-17 AM	7:08 am	Clearview Dr & Roundtop Rd
M-IC-17 AM	7:11 am	23 PHELPS ST
M-IC-17 AM	7:12 am	116 Boston Post rd east
M-IC-17 AM	7:16 am	IMMACULATE CONCEPTION
M-IC-17-1 PM	1:49 pm	BUS LOT
M-IC-17-1 PM	2:01 pm	IMMACULATE CONCEPTION
M-IC-17-1 PM	2:04 pm	140 Bolton St
M-IC-17-1 PM	2:08 pm	BLAKE CIR & COOK LN
M-IC-17-1 PM	2:08 pm	Broadmeadow St & Gulbankian Dr
M-IC-17-1 PM	2:08 pm	23 PHELPS ST
M-IC-17-1 PM	2:09 pm	Cook Ln & Ogrady Rd
M-IC-17-1 PM	2:10 pm	COOK LN & SHERWOOD DR & SHERWOOD
M-IC-17-1 PM	2:12 pm	CLEARVIEW DR & ROUNDTOP RD
M-IC-17-1 PM	2:15 pm	Cook & Nolan Way
M-IC-17-1 PM	2:19 pm	MMS
M-IC-17-2 PM	1:49 pm	FOX RD
M-IC-17-2 PM	2:00 pm	IMMACULATE CONCEPTION
M-IC-17-2 PM	2:02 pm	Lincoln St & Ryan Ct
M-IC-17-2 PM	2:04 pm	Avalon Dr & Boston Post Rd E
M-IC-17-2 PM	2:06 pm	273 Boston Post Road - Wynwood Apartments
M-IC-17-2 PM	2:10 pm	Bowstring Way & Dicenzo Blvd
M-IC-17-2 PM	2:11 pm	Dicenzo Blvd & Violetwood Cir
M-IC-17-2 PM	2:12 pm	AZALEA LN & DICENZO BLVD
M-IC-17-2 PM	2:13 pm	688 Boston Post Rd E
M-IC-17-2 PM	2:16 pm	Broadmeadow St & Gulbankian Dr
M-IC-17-2 PM	2:16 pm	Ewald & Muir
M-IC-17-2 PM	2:16 pm	Meadows Apartments
M-IC-17-2 PM	2:16 pm	MMS BOLTON ST SIDE
M-IC-18 AM	6:48 am	FOX RD
M-IC-18 AM	7:04 am	147 Desimone Dr
M-IC-18 AM	7:06 am	302 Desimone Dr
M-IC-18 AM	7:09 am	Bracken Dr & Thompson Dr
M-IC-18 AM	7:10 am	Gunnar Dr & Leoleis Dr
M-IC-18 AM	7:12 am	131 Clover Hill St.
M-IC-18 AM	7:14 am	Mount Pleasant St & W Main St
M-IC-18 AM	7:16 am	IMMACULATE CONCEPTION
M-IC-18 PM	1:49 pm	FOX RD
M-IC-18 PM	2:01 pm	IMMACULATE CONCEPTION

TRIP NAME**STOP TIME****STOP LOCATION**

M-IC-18 PM	2:05 pm	Hayden St & W Main St
M-IC-18 PM	2:07 pm	Mount Pleasant St & W Main St
M-IC-18 PM	2:08 pm	22 Broad St
M-IC-18 PM	2:13 pm	370 STEARNS RD
M-IC-18 PM	2:20 pm	147 Desimone Dr
M-IC-18 PM	2:22 pm	302 Desimone Dr
M-IC-18 PM	2:26 pm	Bracken Dr & Thompson Dr
M-IC-18 PM	2:28 pm	Gunnar Dr & Leoleis Dr
M-IC-18 PM	2:30 pm	131 Clover Hill St.
M-IC-18 PM	2:36 pm	MMS UNION ST SIDE
M-IC-19 AM	6:45 am	FOX RD
M-IC-19 AM	6:50 am	Austen Way & Wheeler Hill Blvd
M-IC-19 AM	6:56 am	276 Berlin Rd
M-IC-19 AM	6:58 am	77 Berlin rd
M-IC-19 AM	6:59 am	Perry Ln & Pleasant St
M-IC-19 AM	7:01 am	Matheson Dr & W Hill Rd
M-IC-19 AM	7:02 am	200 West Hill Rd
M-IC-19 AM	7:03 am	350 / 370 West Hill Rd
M-IC-19 AM	7:04 am	609 Berlin Road
M-IC-19 AM	7:05 am	BERLIN RD & PEEBLES WAY
M-IC-19 AM	7:08 am	Bigelow St & Evelina Dr
M-IC-19 AM	7:09 am	PELTIER ST & WYMAN LN
M-IC-19 AM	7:10 am	CHASE RD & MILLHAM ST & SCHOFIELD D
M-IC-19 AM	7:12 am	71 Dudley St
M-IC-19 AM	7:18 am	IMMACULATE CONCEPTION
M-IC-19 PM	1:48 pm	FOX RD
M-IC-19 PM	2:00 pm	IMMACULATE CONCEPTION
M-IC-19 PM	2:05 pm	71 Dudley St
M-IC-19 PM	2:08 pm	CHASE RD & MILLHAM ST
M-IC-19 PM	2:10 pm	PELTIER ST & WYMAN LN
M-IC-19 PM	2:11 pm	Bigelow St & Evelina Dr
M-IC-19 PM	2:15 pm	Austen Way & Wheeler Hill Blvd
M-IC-19 PM	2:18 pm	609 Berlin rd
M-IC-19 PM	2:18 pm	Berlin Rd & Peebles Way
M-IC-19 PM	2:19 pm	350 / 370 West Hill Rd
M-IC-19 PM	2:20 pm	200 West Hill Rd
M-IC-19 PM	2:21 pm	Matheson Dr & W Hill Rd
M-IC-19 PM	2:23 pm	Perry Ln & Pleasant St
M-IC-19 PM	2:24 pm	77 Berlin rd
M-IC-19 PM	2:26 pm	276 Berlin Rd
M-IC-19 PM	2:32 pm	WHITCOMB BOLTON ST SIDE

TRIP NAME**STOP TIME****STOP LOCATION**

M-IC-19-2 AM	7:00 am	HUDSON FOX ROAD BUS LOT
M-IC-19-2 AM	7:12 am	Avalon apartments pull in take a left at stop sign p
M-IC-19-2 AM	7:15 am	Burns Rd & Conrad Rd
M-IC-19-2 AM	7:21 am	IMMACULATE CONCEPTION
M-IC-19-2 PM	1:45 pm	HUDSON FOX ROAD BUS LOT
M-IC-19-2 PM	1:58 pm	IMMACULATE CONCEPTION
M-IC-19-2 PM	2:03 pm	Burns Rd & Conrad Rd
M-IC-19-2 PM	2:06 pm	Avalon apartments pull in take a left at stop sign p
M-IC-19-2 PM	2:22 pm	HUDSON FOX ROAD BUS LOT
M-IC-28 AM	6:40 am	82 Fox Rd
M-IC-28 AM	6:51 am	287 Bolton st
M-IC-28 AM	6:55 am	9 lakeshore dr
M-IC-28 AM	6:57 am	2nd Rd & Daniels Rd
M-IC-28 AM	7:02 am	Kelber Dr & Union St
M-IC-28 AM	7:05 am	PRESTON ST & RUSSELL ST
M-IC-28 AM	7:08 am	96 West Main St
M-IC-28 AM	7:08 am	LINCOLN ST & MECHANIC ST
M-IC-28 AM	7:12 am	Cook & Peters
M-IC-28 AM	7:14 am	Church St & Warren Ave
M-IC-28 AM	7:16 am	Church St & Edinboro St
M-IC-28 AM	7:16 am	93 Prospect Street
M-IC-28 AM	7:16 am	311 South St
M-IC-28 AM	7:17 am	Short St & Tremont St
M-IC-28 AM	7:19 am	IMMACULATE CONCEPTION
M-IC-28 PM	1:48 pm	Fox Rd
M-IC-28 PM	2:00 pm	IMMACULATE CONCEPTION
M-IC-28 PM	2:01 pm	93 Prospect Street
M-IC-28 PM	2:05 pm	TURN AROUND AT THE ROCK
M-IC-28 PM	2:08 pm	Blaiswood Ave & Bolton St
M-IC-28 PM	2:10 pm	9 lakeshore dr
M-IC-28 PM	2:14 pm	Kelber Dr & Union St
M-IC-28 PM	2:16 pm	PRESTON ST & RUSSELL ST
M-IC-28 PM	2:17 pm	169 Pleasant st
M-IC-28 PM	2:19 pm	96 West Main St
M-IC-28 PM	2:21 pm	311 South St
M-IC-28 PM	2:27 pm	Cook & Peters
M-IC-28 PM	2:29 pm	Church St & Warren Ave
M-IC-28 PM	2:30 pm	Church St & Edinboro St
M-IC-28 PM	2:33 pm	Short St & Tremont St
M-IC-28 PM	2:34 pm	WHITCOMB BOLTON ST SIDE

TRIP NAME

STOP TIME

STOP LOCATION

Route	School	Distance
M-CHARTER-1 AM	AMSA	18.8
M-CHARTER-1 PM	AMSA	21.6
M-CHARTER-10 AM	AMSA	14.8
M-CHARTER-10 PM	AMSA	19.7
M-CHARTER-2 AM	AMSA	23.0
M-CHARTER-2 PM	AMSA	26.3
M-CHARTER-3 AM	AMSA	23.2
M-CHARTER-3 PM	AMSA	27.3
M-CHARTER-4 AM	AMSA	21.7
M-CHARTER-4 PM	AMSA	22.9
M-CHARTER-5 AM	AMSA	16.8
M-CHARTER-5 PM	AMSA	18.5
M-CHARTER-6 AM	AMSA	21.2
M-CHARTER-6 PM	AMSA	20.5
M-CHARTER-7 AM	AMSA	14.6
M-CHARTER-7 PM	AMSA	18.3
M-CHARTER-8 AM	AMSA	13.1
M-CHARTER-8 PM	AMSA	18.8
M-CHARTER-9 AM	AMSA	10.5
M-CHARTER-9 PM	AMSA	15.6

387.0 Total

M-IC-15 AM	IC	12.8
M-IC-15 PM	IC	15.4
M-IC-16 AM	IC	16.3
M-IC-16-1 PM	IC	15.0
M-IC-16-2 PM	IC	15.3
M-IC-17 AM	IC	16.3
M-IC-17-1 PM	IC	13.1
M-IC-17-2 PM	IC	14.7
M-IC-18 AM	IC	9.8
M-IC-18 PM	IC	13.5
M-IC-19 AM	IC	11.0
M-IC-19 PM	IC	17.7
M-IC-19-2 AM	IC	8.3
M-IC-19-2 PM	IC	14.9
M-IC-28 AM	IC	15.6
M-IC-28 PM	IC	17.7

227.6 Total

M-JAWOREK-01 AM	JAW	6.2
M-JAWOREK-01 PM	JAW	11.4
M-JAWOREK-02 AM	JAW	9.5
M-JAWOREK-02 PM	JAW	8.7
M-JAWOREK-03 AM	JAW	10.8

M-JAWOREK-03 PM	JAW	12.9
M-JAWOREK-04 AM	JAW	21.8
M-JAWOREK-04 PM	JAW	20.7
M-JAWOREK-05 AM	JAW	14.1
M-JAWOREK-05 PM	JAW	8.4
M-JAWOREK-06 AM	JAW	15.9
M-JAWOREK-06 PM	JAW	13.9
M-JAWOREK-07 AM	JAW	13.5
M-JAWOREK-07 PM	JAW	11.6
M-JAWOREK-08 AM	JAW	8.5
M-JAWOREK-08 PM	JAW	8.2
M-JAWOREK-09 AM	JAW	13.2
M-JAWOREK-09 PM	JAW	9.3
M-JAWOREK-10 AM	JAW	11.0
M-JAWOREK-10 PM	JAW	7.8

237.4 Total

M-KANE-11 AM	KANE	21.8
M-KANE-11 PM	KANE	19.1
M-KANE-12 AM	KANE	12.6
M-KANE-12 PM	KANE	11.0
M-KANE-13 AM	KANE	15.1
M-KANE-13 PM	KANE	13.1
M-KANE-14 AM	KANE	16.0
M-KANE-14 PM	KANE	14.1
M-KANE-15 AM	KANE	14.9
M-KANE-15 PM	KANE	15.1
M-KANE-16 AM	KANE	11.5
M-KANE-16 PM	KANE	8.2
M-KANE-17 AM	KANE	11.4
M-KANE-17 PM	KANE	9.5
M-KANE-18 AM	KANE	13.1
M-KANE-18 PM	KANE	9.1
M-KANE-19 AM	KANE	6.5
M-KANE-19 PM	KANE	9.5

231.5 Total

M-RICHER-20 AM	RICH	15.3
M-RICHER-20 PM	RICH	19.7
M-RICHER-21 AM	RICH	7.4
M-RICHER-21 PM	RICH	11.7
M-RICHER-22 AM	RICH	9.6
M-RICHER-22 PM	RICH	12.7
M-RICHER-23 AM	RICH	5.8
M-RICHER-23 PM	RICH	7.5
M-RICHER-24 AM	RICH	8.3
M-RICHER-24 PM	RICH	7.1

M-RICHER-25 AM	RICH	13.4
M-RICHER-25 PM	RICH	14.0
M-RICHER-26 AM	RICH	13.3
M-RICHER-26 PM	RICH	10.1
M-RICHER-27 AM	RICH	20.8
M-RICHER-27 PM	RICH	14.3
M-RICHER-28 AM a	RICH	13.8
M-RICHER-28 PM a	RICH	12.9

217.8 Total

M-WHIT-01 AM	WHIT	5.5
M-WHIT-01 PM	WHIT	4.2
M-WHIT-02 AM	WHIT	4.8
M-WHIT-02 PM	WHIT	3.7
M-WHIT-03 AM	WHIT	7.1
M-WHIT-03 PM	WHIT	7.7
M-WHIT-04 AM	WHIT	11.1
M-WHIT-04 PM	WHIT	11.4
M-WHIT-05 AM	WHIT	15.3
M-WHIT-05 PM	WHIT	11.3
M-WHIT-06 AM	WHIT	2.9
M-WHIT-06 PM	WHIT	1.9
M-WHIT-07 AM	WHIT	7.1
M-WHIT-07 PM	WHIT	6.2
M-WHIT-08 AM	WHIT	3.6
M-WHIT-08 PM	WHIT	3.5
M-WHIT-09 AM	WHIT	10.6
M-WHIT-09 PM	WHIT	9.9
M-WHIT-10 AM	WHIT	7.7
M-WHIT-10 PM	WHIT	8.8
M-WHIT-11 AM	WHIT	7.3
M-WHIT-11 PM	WHIT	6.0
M-WHIT-12 AM	WHIT	6.9
M-WHIT-12 PM	WHIT	3.5
M-WHIT-13 AM	WHIT	9.5
M-WHIT-13 PM	WHIT	8.8
M-WHIT-14 AM	WHIT	4.7
M-WHIT-14 PM	WHIT	4.3
M-WHIT-15 AM	WHIT	3.5
M-WHIT-15 PM	WHIT	4.7
M-WHIT-16 AM	WHIT	2.1
M-WHIT-16 PM	WHIT	4.1
M-WHIT-17 AM	WHIT	3.2
M-WHIT-17 PM	WHIT	5.1
M-WHIT-18 AM	WHIT	3.1
M-WHIT-18 PM	WHIT	4.6
M-WHIT-19 AM	WHIT	6.2

M-WHIT-19 PM	WHIT	3.9
M-WHIT-20 AM	WHIT	6.5
M-WHIT-20 PM	WHIT	6.6
M-WHIT-21 AM	WHIT	7.4
M-WHIT-21 PM	WHIT	5.9
M-WHIT-22 AM	WHIT	14.0
M-WHIT-22 PM	WHIT	8.6
M-WHIT-23 AM	WHIT	7.8
M-WHIT-23 PM	WHIT	8.0
M-WHIT-24 AM	WHIT	6.3
M-WHIT-24 PM	WHIT	5.1
M-WHIT-25 AM	WHIT	5.1
M-WHIT-25 PM	WHIT	3.4
M-WHIT-26 AM	WHIT	6.4
M-WHIT-26 PM	WHIT	8.0
M-WHIT-27 AM	WHIT	10.5
M-WHIT-27 PM	WHIT	11.2
M-WHIT-28 AM	WHIT	6.8
M-WHIT-28 PM	WHIT	6.5

369.7 Total

MHS-01 AM	MHS	15.1
MHS-01 PM	MHS	15.7
MHS-02 AM	MHS	15.8
MHS-02 PM 1	MHS	18.8
MHS-02 PM 2	MHS	19.9
MHS-03 AM	MHS	14.8
MHS-03 PM	MHS	12.3
MHS-04 AM	MHS	12.3
MHS-04 PM	MHS	12.4
MHS-05 AM	MHS	10.5
MHS-05 PM	MHS	11.6
MHS-06 AM	MHS	11.4
MHS-06 PM	MHS	12.2
MHS-07 AM	MHS	9.3
MHS-07 PM	MHS	9.7
MHS-08 AM	MHS	7.2
MHS-08 PM	MHS	9.2
MHS-09 AM	MHS	12.6
MHS-09 PM 1	MHS	13.6
MHS-09 PM 2	MHS	13.1
MHS-10 AM	MHS	8.7
MHS-10 PM	MHS	11.9
MHS-11 AM	MHS	6.5
MHS-11 PM	MHS	8.0
MHS-12 AM	MHS	11.9
MHS-12-1 PM	MHS	11.8

MHS-12-2 PM	MHS	10.3
MHS-13 AM	MHS	8.8
MHS-13 PM 1	MHS	12.6
MHS-13 PM 2	MHS	10.7
MHS-14 AM	MHS	11.9
MHS-14 PM	MHS	19.2
MHS-21 AM	MHS	10.7
MHS-21 PM	MHS	10.6
		410.8 Total

2081.7 Grand Total

STOP SUMMARY

08/02/2019

<u>TRIP NAME</u>	<u>STOP TIME</u>	<u>STOP LOCATION</u>
JAW 8-10 TAKE HOME	10:00 am	JAW SUMMER 8-10
JAW 8-10 TAKE HOME	10:05 am	450-460 BPR COUNTRYSIDE
JAW 8-10 TAKE HOME	10:11 am	95 East Main St
JAW 8-10 TAKE HOME	10:13 am	206 Bolton Street
JAW 8-10 TAKE HOME	10:15 am	45 Hastings St
JAW 8-10 TAKE HOME	10:17 am	193 West Main St
JAW 8-10 TAKE HOME	10:18 am	69 Grant St
JAW 8-10 TAKE HOME	10:20 am	280 Elm Street
JAW 8-10 TAKE HOME	10:21 am	101 Spring ST
JAW 8-10 TAKE HOME	10:22 am	18 Spring St
JAW 8-10 TAKE HOME	10:23 am	90 Howland St
JAW 8-10 TAKE HOME	10:24 am	25 Maplewood Ave
JAW 8-10 TAKE IN	7:30 am	206 Bolton Street
JAW 8-10 TAKE IN	7:32 am	45 Hastings St
JAW 8-10 TAKE IN	7:33 am	90 Howland St
JAW 8-10 TAKE IN	7:34 am	25 Maplewood Ave
JAW 8-10 TAKE IN	7:35 am	18 Spring ST
JAW 8-10 TAKE IN	7:36 am	101 Spring ST
JAW 8-10 TAKE IN	7:37 am	280 Elm Street
JAW 8-10 TAKE IN	7:39 am	69 Grant St
JAW 8-10 TAKE IN	7:40 am	193 West Main St
JAW 8-10 TAKE IN	7:44 am	95 East Main St
JAW 8-10 TAKE IN	7:48 am	450-460 BPR COUNTRYSIDE
JAW 8-10 TAKE IN	7:55 am	JAW SUMMER 8-10
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	7:50 am	MARLBORO HIGH SCHOOL
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	7:52 am	259 Bolton ST
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	7:52 am	Kelber Dr & Union St
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	7:52 am	80 Union St
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	7:59 am	Hurley Cir & Ripley Ave
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:04 am	Stonegate
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:07 am	CONTINUE
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:10 am	SMOC
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:13 am	Gunnar Dr & Leoleis Dr
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:15 am	Robin Dr & Williams St
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:16 am	224 West Main St
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:17 am	Crescent St & W Main St
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:17 am	Mount Pleasant St & W Main St
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:18 am	Liberty St & South St
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:19 am	311 South St
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:20 am	Maple St & River St

TRIP NAME**STOP TIME****STOP LOCATION**

Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:25 am	Huntington Ave & Lincoln St
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:26 am	Bolton St & Lincoln St
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:29 am	The Heights
Jaw ELL 8:30-1:30 M-Th Bus 1 AM	8:31 am	JAWOREK EL SUMMER 9-2
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	1:35 pm	JAWOREK EL SUMMER 9-2
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	1:38 pm	TURN AROUND PRICE CHOPPER
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	1:40 pm	The Heights
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	1:41 pm	\CONTINUE
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	1:43 pm	Bolton St & Lincoln St
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	1:44 pm	Huntington Ave & Lincoln St
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	1:48 pm	Maple St & River St
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	1:49 pm	311 South St
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	1:50 pm	Liberty St & South St
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	1:56 pm	Hurley Cir & Ripley Ave
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	2:01 pm	Stonegate
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	2:06 pm	SMOC
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	2:10 pm	Gunnar Dr & Leoleis Dr
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	2:13 pm	Robin Dr & Williams St
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	2:14 pm	Mount Pleasant St & W Main St
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	2:14 pm	224 West Main St
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	2:17 pm	Kelber Dr & Union St
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	2:18 pm	259 Bolton ST
Jaw ELL 8:30-1:30 M-Th Bus 1 PM	2:18 pm	80 Union St
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	7:50 am	MARLBORO HIGH SCHOOL
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	7:54 am	Clinton St & Old Charter Rd
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	7:55 am	Auburn St & Clinton St
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	7:58 am	361 Stevens Street
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:00 am	130 Lodi rd
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:01 am	Ridge Rd & Summit Ave
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:02 am	228 Hosmer Street
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:03 am	Eager Ct & Hosmer St
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:04 am	Royal Crest Dr
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:06 am	109 Stow Rd
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:10 am	Dawes Rd & Simpson Rd
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:15 am	878 Concord Road
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:17 am	Hemenway St & Raymond Rd
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:21 am	496 Boston Post Rd
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:22 am	450 Boston Post Rd E
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:23 am	344 Boston Post Rd E
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:24 am	302 Boston Post Road E
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:25 am	184 Boston Post Rd E
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:26 am	18 Boston Post Road East
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:27 am	336 E Main Street

TRIP NAME**STOP TIME****STOP LOCATION**

Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:27 am	25 Hosmer St
Jaw ELL 8:30-1:30 M-Th Bus 2 AM	8:30 am	JAWOREK EL SUMMER 9-2
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	1:30 pm	JAWOREK EL SUMMER 9-2
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	1:39 pm	228 Hosmer Street
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	1:40 pm	Eager Ct & Hosmer St
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	1:41 pm	Royal Crest Dr
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	1:45 pm	25 Hosmer St
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	1:47 pm	109 Stow Rd
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	1:51 pm	Dawes Rd & Simpson Rd
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	1:56 pm	878 Concord Road
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	1:59 pm	Hemenway St & Raymond Rd
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	2:03 pm	496 Boston Post Rd
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	2:04 pm	467 Boston Post Rd E
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	2:06 pm	344 Boston Post Rd E
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	2:06 pm	302 Boston Post Road E
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	2:08 pm	184 Boston Post Rd E
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	2:11 pm	18 Boston Post Road East
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	2:12 pm	336 E Main Street
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	2:13 pm	Auburn St & Clinton St
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	2:15 pm	Clinton St & Old Charter Rd
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	2:17 pm	130 Lodi rd
Jaw ELL 8:30-1:30 M-Th Bus 2 PM	2:19 pm	Ridge Rd & Summit Ave
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	7:50 am	MARLBORO HIGH SCHOOL
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	7:51 am	431 Bolton St
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	7:52 am	Hudson St & Gikas
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	7:55 am	Ash St & Temple Cir
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	7:57 am	Matheson Dr & W Hill Rd
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	7:58 am	191 West Hill Rd
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	8:02 am	85 Berlin Rd
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	8:04 am	Elm St & Pleasant St
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	8:08 am	Elm St & Sumner St
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	8:08 am	Lincoln St & Pleasant St
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	8:10 am	Lincoln St & Winter St
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	8:11 am	Bond St & Lincoln St
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	8:12 am	Ice House
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	8:15 am	Dudley St & Elm St
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	8:17 am	Bigelow St & Nashoba Dr
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	8:21 am	Broad St & W Main St
Jaw ELL 8:30-1:30 M-Th Bus 3 AM	8:28 am	JAWOREK EL SUMMER 9-2
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:35 pm	JAWOREK EL SUMMER 9-2
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:40 pm	431 Bolton St

TRIP NAME**STOP TIME****STOP LOCATION**

Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:41 pm	Hudson St & Gikas
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:43 pm	Ash St & Temple Cir
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:44 pm	Matheson Dr & W Hill Rd
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:45 pm	191 West Hill Rd
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:48 pm	85 Berlin Rd
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:50 pm	Elm St & Pleasant St
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:50 pm	Elm St & Sumner St
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:52 pm	Lincoln St & Pleasant St
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:53 pm	Broad St & W Main St
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:54 pm	Lincoln St & Winter St
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:55 pm	Bond St & Lincoln St
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:56 pm	Ice House
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:58 pm	Dudley St & Elm St
Jaw ELL 8:30-1:30 M-Th Bus 3 PM	1:59 pm	Bigelow St & Nashoba Dr
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	7:50 am	MARLBORO HIGH SCHOOL
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	7:53 am	16 Stevens Street
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	7:55 am	37 boston post rd east
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	7:55 am	319 East Main St
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	7:56 am	181 Boston Post Rd East
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	7:57 am	243-273 Boston Post Rd E WYNWOOD ESTATI
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	7:58 am	Boston Post Rd E & Victoria Ln JO-LEN VILLAG
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	7:59 am	447 Boston Post Road E HARRISON ARMS
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:00 am	VALS Trailor park on Boston Post Road
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:01 am	Dicenzo Blvd & Azalea Ln
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:02 am	Dicenzo Blvd & Settlers Ln
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:04 am	688 Boston Post Rd E
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:05 am	608 Boston Post Road East
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:06 am	VALS On Farm Road
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:07 am	666 farm rd
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:08 am	41 Broadmeadow St
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:08 am	The Meadows
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:09 am	Broadmeadow St & Gulbankian Dr (Back in and t
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:13 am	Clarke Dr & Farm Rd
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:17 am	209 Framingham Rd
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:18 am	101 Framingham Rd
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:19 am	Howe St & Zompetti St
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:21 am	Fairmount St & Liberty St
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:24 am	Church St & Essex St
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:25 am	Church St & Vine St
Jaw ELL 8:30-1:30 M-Th Bus 4 AM	8:28 am	JAWOREK EL SUMMER 9-2
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:35 pm	JAWOREK EL SUMMER 9-2
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:38 pm	319 East Main St
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:39 pm	37 boston post rd east

TRIP NAME**STOP TIME****STOP LOCATION**

Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:39 pm	181 Boston Post Rd East
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:40 pm	243-273 Boston Post Rd E WYNWOOD ESTATI
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:41 pm	Boston Post Rd E & Victoria Ln JO-LEN VILLAG
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:42 pm	447 Boston Post Road E HARRISON ARMS
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:43 pm	VALS Trailor park on Boston Post Road
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:44 pm	Dicenzo Blvd & Azalea Ln
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:46 pm	Dicenzo Blvd & Settlers Ln
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:47 pm	688 Boston Post Rd E
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:48 pm	608 Boston Post Road East
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:49 pm	JO-LEN On Farm Road
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:50 pm	666 farm rd
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:51 pm	41 Broadmeadow St
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:51 pm	The Meadows
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:53 pm	Broadmeadow St & Gulbankian Dr (Back in and t
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	1:56 pm	Clarke Dr & Farm Rd
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	2:00 pm	209 Framingham Rd
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	2:01 pm	101 Framingham Rd
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	2:02 pm	Howe St & Zompetti St
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	2:04 pm	Fairmount St & Liberty St
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	2:07 pm	Church St & Essex St
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	2:08 pm	Church St & Vine St
Jaw ELL 8:30-1:30 M-Th Bus 4 PM	2:08 pm	16 Stevens Street

MHS 8-1 AM bus 1	7:30 am	89 dudley st
MHS 8-1 AM bus 1	7:34 am	Conrad Rd & Ripley Ave
MHS 8-1 AM bus 1	7:40 am	Stonegate Bus Hut
MHS 8-1 AM bus 1	7:46 am	Robin Dr & Williams St
MHS 8-1 AM bus 1	7:47 am	214 West Main Street
MHS 8-1 AM bus 1	7:48 am	Mount Pleasant St & W Main St
MHS 8-1 AM bus 1	7:49 am	Orchard St & W Main St
MHS 8-1 AM bus 1	7:50 am	Longley St & Mechanic St
MHS 8-1 AM bus 1	7:52 am	Kelber Dr & Union St
MHS 8-1 AM bus 1	7:54 am	MARLBOROUGH HS 8-1

MHS 8-1 AM bus 2	7:30 am	Birch Rd & Lakeshore Dr
MHS 8-1 AM bus 2	7:36 am	Amory Rd & Stevens St
MHS 8-1 AM bus 2	7:37 am	Hosmer St & Stevens St
MHS 8-1 AM bus 2	7:38 am	Fontaine St & Miles Standish Dr
MHS 8-1 AM bus 2	7:38 am	Miles Standish Dr & Turmaine St
MHS 8-1 AM bus 2	7:44 am	Hemenway St & Hemenway Street Ext & Sudbur
MHS 8-1 AM bus 2	7:49 am	89 Wilson St
MHS 8-1 AM bus 2	7:50 am	450-460 BPR COUNTRYSIDE
MHS 8-1 AM bus 2	7:51 am	302 Boston Post Rd East
MHS 8-1 AM bus 2	7:52 am	110 boston post rd east
MHS 8-1 AM bus 2	7:52 am	158 Boston Post Rd East

TRIP NAME**STOP TIME****STOP LOCATION**

MHS 8-1 AM bus 2	7:52 am	178 Boston Post Rd East
MHS 8-1 AM bus 2	7:54 am	166 east main st
MHS 8-1 AM bus 2	7:58 am	MARLBOROUGH HS 8-1
MHS 8-1 AM bus 3	7:30 am	183/188 Mechanic Street
MHS 8-1 AM bus 3	7:31 am	Elm St & Howland St
MHS 8-1 AM bus 3	7:33 am	Broad St & Martin St
MHS 8-1 AM bus 3	7:34 am	Broad St & Lincoln St
MHS 8-1 AM bus 3	7:35 am	Howland St & Lincoln St
MHS 8-1 AM bus 3	7:36 am	Huntington Ave & Lincoln St
MHS 8-1 AM bus 3	7:37 am	Bolton St & Lincoln St
MHS 8-1 AM bus 3	7:38 am	Bolton St & High St
MHS 8-1 AM bus 3	7:39 am	Fairmount St & Liberty St
MHS 8-1 AM bus 3	7:40 am	Garfield St & Newton St
MHS 8-1 AM bus 3	7:41 am	Neil St & Zompetti St
MHS 8-1 AM bus 3	7:43 am	Church St & Hildreth St
MHS 8-1 AM bus 3	7:45 am	33 Hosmer Street
MHS 8-1 AM bus 3	7:46 am	Royal Crest & the Heights
MHS 8-1 AM bus 3	7:47 am	Hosmer St & Raffaele Rd
MHS 8-1 AM bus 3	7:52 am	MARLBOROUGH HS 8-1
MHS 8-1 AM bus 4	7:30 am	428 South St
MHS 8-1 AM bus 4	7:35 am	319 E Main St
MHS 8-1 AM bus 4	7:37 am	253 boston post rd e
MHS 8-1 AM bus 4	7:38 am	447 boston post rd east
MHS 8-1 AM bus 4	7:41 am	Dicenzo Blvd & Pioneer Trl
MHS 8-1 AM bus 4	7:43 am	849 boston post rd e
MHS 8-1 AM bus 4	7:46 am	688 Boston Post Road East
MHS 8-1 AM bus 4	7:48 am	109 Broadmeadow Road
MHS 8-1 AM bus 4	7:52 am	100 Phelps St
MHS 8-1 AM bus 4	7:58 am	MARLBOROUGH HS 8-1
MHS 8-1 PM bus 1	1:00 pm	MARLBOROUGH HS 8-1
MHS 8-1 PM bus 1	1:02 pm	Kelber Dr & Union St
MHS 8-1 PM bus 1	1:04 pm	Longley St & Mechanic St
MHS 8-1 PM bus 1	1:09 pm	89 dudley st
MHS 8-1 PM bus 1	1:14 pm	Conrad Rd & Ripley Ave
MHS 8-1 PM bus 1	1:20 pm	Northboro Rd & Silver Leaf Way
MHS 8-1 PM bus 1	1:26 pm	Robin Dr & Williams St
MHS 8-1 PM bus 1	1:27 pm	218 West Main Street
MHS 8-1 PM bus 1	1:28 pm	Mount Pleasant St & W Main St
MHS 8-1 PM bus 1	1:29 pm	Orchard St & W Main St
MHS 8-1 PM bus 1	1:36 pm	JAWOREK

TRIP NAME**STOP TIME****STOP LOCATION**

MHS 8-1 PM bus 2	1:05 pm	MARLBOROUGH HS 8-1
MHS 8-1 PM bus 2	1:08 pm	Birch Rd & Lakeshore Dr
MHS 8-1 PM bus 2	1:14 pm	Amory Rd & Stevens St
MHS 8-1 PM bus 2	1:14 pm	Hosmer St & Stevens St
MHS 8-1 PM bus 2	1:15 pm	Fontaine St & Miles Standish Dr
MHS 8-1 PM bus 2	1:16 pm	Miles Standish Dr & Turmaine St
MHS 8-1 PM bus 2	1:22 pm	Hemenway St & Hemenway Street Ext & Sudbur
MHS 8-1 PM bus 2	1:26 pm	89 Wilson St
MHS 8-1 PM bus 2	1:28 pm	450-460 BPR COUNTRYSIDE
MHS 8-1 PM bus 2	1:29 pm	178 Boston Post Rd East
MHS 8-1 PM bus 2	1:29 pm	302 Boston Post Rd East
MHS 8-1 PM bus 2	1:30 pm	110 boston post rd east
MHS 8-1 PM bus 2	1:30 pm	158 Boston Post Rd East
MHS 8-1 PM bus 2	1:32 pm	166 east main st
MHS 8-1 PM bus 2	1:36 pm	JAW SUMMER 8-10

MHS 8-1 PM bus 3	1:05 pm	MARLBOROUGH HS 8-1
MHS 8-1 PM bus 3	1:07 pm	CONTINUE
MHS 8-1 PM bus 3	1:08 pm	183 Mechanic Street
MHS 8-1 PM bus 3	1:09 pm	Elm St & Howland St
MHS 8-1 PM bus 3	1:10 pm	Frye St & Spring St
MHS 8-1 PM bus 3	1:12 pm	Broad St & Lincoln St
MHS 8-1 PM bus 3	1:12 pm	Broad St & Martin St
MHS 8-1 PM bus 3	1:13 pm	Howland St & Lincoln St
MHS 8-1 PM bus 3	1:15 pm	Fairmount St & Liberty St
MHS 8-1 PM bus 3	1:16 pm	Neil St & Zompetti St
MHS 8-1 PM bus 3	1:18 pm	Church St & Hildreth St
MHS 8-1 PM bus 3	1:20 pm	Bolton St & High St
MHS 8-1 PM bus 3	1:21 pm	Huntington Ave & Lincoln St
MHS 8-1 PM bus 3	1:22 pm	Bolton St & Lincoln St
MHS 8-1 PM bus 3	1:24 pm	33 Hosmer Street
MHS 8-1 PM bus 3	1:25 pm	Royal Crest & the Heights
MHS 8-1 PM bus 3	1:27 pm	Hosmer St & Raffaele Rd
MHS 8-1 PM bus 3	1:27 pm	JAW SUMMER 8-10

MHS 8-1 PM bus 4	1:00 pm	MARLBOROUGH HS 8-1
MHS 8-1 PM bus 4	1:07 pm	428 South St
MHS 8-1 PM bus 4	1:13 pm	319 E Main St
MHS 8-1 PM bus 4	1:15 pm	253 boston post rd e
MHS 8-1 PM bus 4	1:16 pm	447 boston post rd east
MHS 8-1 PM bus 4	1:20 pm	Dicenzo Blvd & Pioneer Trl
MHS 8-1 PM bus 4	1:21 pm	849 boston post rd e
MHS 8-1 PM bus 4	1:24 pm	688 Boston Post Road East

TRIP NAME

STOP TIME

STOP LOCATION

MHS 8-1 PM bus 4

1:27 pm

109 Broadmeadow Road

MHS 8-1 PM bus 4

1:30 pm

100 Phelps St

MHS 8-1 PM bus 4

1:35 pm

JAW

NRT BUS, Inc.
230 Main Street
North Reading, MA 01864

Invoice

Date	Invoice #
4/1/2019	24554

Bill To

Marlborough Public Schools
 Business Office
 17 Washington Street
 Marlborough, MA 01752
 Attn: Mike Bergeron

Terms
Net 15

Description	Amount
Transportation services for the Month of April 2019 21 Buses (3-Tier) @ \$300.32 @ 180 days = \$1,135,209.60 7 Buses (2-Tier) @ \$271.36 @ 180 days = \$341,913.60 10 AMSA Buses @ \$271.36 @ 180 days = \$488,448.00 5 Buses (PM only) @ 53.62 @ 180 days = \$48,258.00 Total FY19 - \$2,013,829.20 1/10 = \$201,382.92 Rates based on CPI increase of 3.4% as of 7/01/18 per contract MARLBOROUGH PUBLIC SCHOOLS Vendor #: 26223 PO #: 20191302 PO Instructions: LEAVE OPEN Account #: 48024D01-70413 = \$167,018.04 48024D02-70413 = \$ 34,364.88 Approved: _____ Director of Finance	201,382.92

For Billing Inquiries, please contact the Accounting office at
 billing@nrtbus.com Thank you!

Total \$201,382.92

NRT BUS, Inc.
230 Main Street
North Reading, MA 01864

Invoice

Date	Invoice #
5/1/2019	24794

Bill To

Marlborough Public Schools
 Business Office
 17 Washington Street
 Marlborough, MA 01752
 Attn: Mike Bergeron

Terms
Net 15

Description	Amount
Transportation services for the Month of May 2019 21 Buses (3-Tier) @ \$300.32 @ 180 days = \$1,135,209.60 7 Buses (2-Tier) @ \$271.36 @ 180 days = \$341,913.60 10 AMSA Buses @ \$271.36 @ 180 days = \$488,448.00 5 Buses (PM only) @ 53.62 @ 180 days = \$48,258.00 Total FY19 - \$2,013,829.20 1/10 = \$201,382.92 Rates based on CPI increase of 3.4% as of 7/01/18 per contract MARLBOROUGH PUBLIC SCHOOLS Vendor #: 26223 PO #: 20191302 PO Instructions: LEAVE OPEN Account #: 48024D01-70413 = \$167,018.04 48024D02-70413 = \$ 34,364.88 Approved: _____ Director of Finance	201,382.92

For Billing Inquiries, please contact the Accounting office at
 billing@nrtbus.com Thank you!

Total \$201,382.92

NRT BUS, Inc.
230 Main Street
North Reading, MA 01864

Invoice

Date	Invoice #
6/1/2019	24996

Bill To

Marlborough Public Schools
 Business Office
 17 Washington Street
 Marlborough, MA 01752
 Attn: Mike Bergeron

Terms
Net 15

Description	Amount
Transportation services for the Month of June 2019 21 Buses (3-Tier) @ \$300.32 @ 180 days = \$1,135,209.60 7 Buses (2-Tier) @ \$271.36 @ 180 days = \$341,913.60 10 AMSA Buses @ \$271.36 @ 180 days = \$488,448.00 5 Buses (PM only) @ 53.62 @ 180 days = \$48,258.00 Total FY19 - \$2,013,829.20 1/10 = \$201,382.92 Rates based on CPI increase of 3.4% as of 7/01/18 per contract MARLBOROUGH PUBLIC SCHOOLS Vendor #: 26223 PO #: 20191302 PO Instructions: LEAVE OPEN Account #: 48024D01-70413 = \$167,018.04 48024D02-70413 = \$ 34,364.88 Approved: _____ Director of Finance	201,382.92

For Billing Inquiries, please contact the Accounting office at billing@nrtbus.com Thank you!

Total \$201,382.92

NRT BUS, Inc.
230 Main Street
North Reading, MA 01864

Invoice

Date	Invoice #
4/30/2019	24924

Bill To

Marlborough Public Schools
17 Washington Street
Marlborough, MA 01752
Attn: Fatima West

Terms

Description	Amount
Transportation services for April 2019 as per attached Vehicle Monitors	67,981.38 18,809.14
Total \$86,790.52	

For Billing Inquiries, please contact the Accounting office at
billing@nrtbus.com Thank you!

NRT BUS, Inc.
230 Main Street
North Reading, MA 01864

Invoice

Date	Invoice #
5/31/2019	25101

Bill To

Marlborough Public Schools
17 Washington Street
Marlborough, MA 01752
Attn: Fatima West

RECEIVED

Initial: _____

Terms

Description	Amount
Transportation services for May 2019 as per attached Vehicle Monitors	89,284.17
	24,341.24

For Billing Inquiries, please contact the Accounting office at billing@nrtbus.com Thank you!

Total \$113,625.41

OK
~my

NRT BUS, Inc.
230 Main Street
North Reading, MA 01864

Invoice

Date	Invoice #
6/30/2019	25215

Bill To:

Marlborough Public Schools
 17 Washington Street
 Marlborough, MA 01752
 Attn: Fatima West

Your P.O. No.	Our Terms

Description	Amount
Transportation services for June 2019 as per attached	47,020.46
Vehicle Monitors	11,538.38
Total	\$58,558.84
For Billing Inquiries, please contact the Accounting office at billing@nrtbus.com Thank you!	

RECEIVED

NRT BUS, Inc.
230 Main Street
North Reading, MA 01864

Initial
Invoice

Date	Invoice #
4/30/2019	24923

Bill To

Marlborough Public Schools
17 Washington Street
Marlborough, MA 01752
Attn: Fatima West

Terms

Description	Amount
Emergency Transportation Services for April 2019 as per attached (McKinney/Vento) Hudson Terminal - REVISED 5/23/19	16,674.32

For Billing Inquiries, please contact the Accounting office at billing@nrtbus.com Thank you!

Total \$16,674.32

NRT BUS, Inc.
230 Main Street
North Reading, MA 01864

Invoice

Date	Invoice #
5/31/2019	25067

Bill To

Marlborough Public Schools
17 Washington Street
Marlborough, MA 01752
Attn: Fatima West

RECEIVED

Initials: _____

Terms

Description	Amount
Emergency Transportation Services for May 2019 as per attached (McKinney/Vento) Hudson Terminal	19,232.60

For Billing Inquiries, please contact the Accounting office at billing@nrtbus.com Thank you!

Total \$19,232.60

*OK
my*

NRT BUS, Inc.
230 Main Street
North Reading, MA 01864

In voice

Date	Invoice #
6/30/2019	25240

Bill To:

Marlborough Public Schools
 17 Washington Street
 Marlborough, MA 01752
 Attn: Fatima West

Your P.O. No.	Our Terms

Description	Amount
Emergency Transportation Services for June 2019 as per attached (McKinney/Vento) Hudson Terminal	9,528.86
For Billing Inquiries, please contact the Accounting office at billing@nrtbus.com Thank you!	Total \$9,528.86

NRT BUS, Inc.
230 Main Street
North Reading, MA 01864

Invoice

Date	Invoice #
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4/30/2019	24938
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Bill To

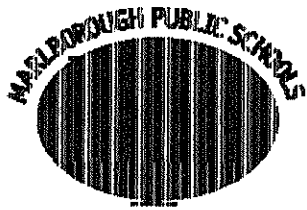
Marlborough Public Schools
Business Office
17 Washington Street
Marlborough, MA 01752
Attn: Mike Bergeron

Terms
Net 15

Description	Amount
Transportation services for April 2019 as per attached (Late runs)	5,470.26

For Billing Inquiries, please contact the Accounting office at billing@nrtbus.com Thank you!

Total	\$5,470.26
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**CITY OF MARLBOROUGH
MARLBOROUGH PUBLIC SCHOOLS**

SCHOOL TRANSPORTATION AGREEMENT

ARTICLE 1. PARTIES TO THE AGREEMENT: This Agreement is made the **1st** day of **June 2015** by and between **NRT BUS, INC. D/B/A NORTH READING TRANSPORTATION**, a corporation under the laws of the Commonwealth of **Massachusetts** with its principal business address at **55 Hampshire Road, Methuen, MA 01844** (hereinafter, the "Contractor") and the **City of Marlborough**, a municipal corporation under the laws of the Commonwealth of Massachusetts, with a principal business address of City Hall, 140 Main Street, Marlborough, MA 01752 **by its School Committee**, (hereinafter, the "City") as represented by the Mayor who signs these presents in his official capacity acting for and in behalf of the City and who incurs no liability in his individual capacity.

ARTICLE 2. NOTICES: It is agreed that the responsible parties to receive any notices under this Agreement are **John J. McCarthy, President** for the Contractor at the address given above, and **Michael Bergeron, Executive Director of Finance and Operations** for the Marlborough Public Schools, District Education Center, 17 Washington Street, Marlborough, MA 01752. All notices, consents, waivers or other communications which are required or permitted hereunder shall be sufficient if given in writing and delivered personally or by sending a copy thereof by U.S. Mail, postage prepaid to the address stated above, or by facsimile transmission (followed by the original) to the facsimile telephone number provided.

ARTICLE 3. SCOPE OF SERVICES, DELIVERABLES: Pursuant to an Invitation for Bids the City has awarded a contract specifying that the Contractor shall and will provide all required personnel, equipment and services, unless otherwise specified, necessary for the furnishing of CATEGORY 1 school transportation and related services for the Marlborough Public Schools, in compliance with and according to any and all documentation prepared by the City provided in **Attachment "A"** and the Contractor's Bid provided as **Attachment "B"**, both attachments are incorporated herein by reference and attached hereto, and any modification (change order or amendment) issued in writing after the execution of the contract, for the aggregate sums as follows:

Category 1 Part A– Regular Day, Private, Charter School Transportation; in district Special Education Mini Bus in the amount of **One Million, Seven Hundred Seventy-Nine Thousand Four Hundred and Eighty Dollars (\$1,779,480.00)** and **Part B Extra-Curricular Transportation** in the amount of **Seventy-Two Thousand Five Hundred (\$72,500.00)** Dollars for **Fiscal Year 2016**.

Year two (Fiscal Year 2017) and three (Fiscal Year 2018) of the contract term and any renewal option term exercised solely at the discretion of the School Committee, shall be adjusted annually by the change in the Consumer Price Index for all Urban Consumers-Boston SMSA published by the Bureau of Labor Statistics, as specified in the bid form attached hereto and incorporated herein by reference. Actual costs of Category 1, Part A and Part B transportation services may vary depending upon final transportation plan for each school year of the contract term.

City Clerk
Contractor

This Agreement also covers **Special Education Vehicles** as follows: Eighteen (18) Vans for In-district Special Education transportation at One Hundred Ninety Dollars and Thirty-Eight Cents (\$190.38) per day, Three (3) Wheelchair Vans for In-district Special Education at Two Hundred Thirty-Three Dollars and Fifty-two Cents (\$233.52) per day, and Special Education Transportation Monitors at the rate of \$21.04 per hour, six (6) hours per day for one hundred eighty (180) school days. The total cost for Special Education Transportation services is **Eight Hundred Thirty Three Thousand Eight Hundred Forty Dollars (\$833,840.00)**. An agreement for Special Education pursuant to M.G.L. c. 71B and regulations promulgated pursuant thereto, including transportation services, is exempt from the Massachusetts Uniform Procurement Act per M.G.L. c. 30B, § 1(b) (8).

The Contractor shall park or garage all school buses in Marlborough's fleet within five (5) miles in an abutting community to the City of Marlborough reasonably acceptable to the Marlborough School Superintendent or his designee.

ARTICLE 4. CONTRACTOR'S OFFER AND CITY'S SOLICITATION INCLUDED: City and Contractor agree that the Contractor's bid, including any related documents, prices, deliverables or services promised, and the Awarding Authority's Advertisement, the Invitation for Bid Documents (IFB") including Specifications, Contract Forms, Addenda 1 through 3, the Marlborough Public School's Transportation Policy #4.500, submission requirements and any other related documents are all incorporated and made a part of this Agreement as if written herein.

ARTICLE 5. CONTRACTUAL RELATIONSHIP: The Contractor shall services described in the contract documents, which shall be as detailed in the specifications contained in the Invitation For Bids which are incorporated herein and made a part hereto, including all addenda issued prior to execution of this Agreement. While so performing the services under this Agreement, Contractor and the City agree, understand and recognize that pursuant to §148B of chapter 149 of the General Laws, Contractor is:

(1) free from control and direction in connection with the performance of the service, both under this Agreement and in fact; and (2) the service is performed outside the usual course of the business of the City; and, (3) the Contractor is customarily engaged in an independently established trade, occupation, profession or business of the same nature as that involved in the execution of the service.

ARTICLE 6. PREVAILING WAGES: Pursuant to G.L. c. 71, §7A, Division of Occupational Safety (DOS) has determined that no operative collective bargaining agreements exists within the City of Marlborough for which a prevailing wage rate can be set by DOS. A copy of this Notice is incorporated herein and attached hereto.

ARTICLE 7. PAYMENT SCHEDULE: The base contract amount will be paid to the Contractor monthly in ten (10) equal installments. Such payments will commence no sooner than twenty (20) days after the first day of school. No payment will be made to any invoice without a purchase order. If the contractor provides a service to the school department without first receiving a purchase order, the contractor does so at their own risk.

The City may deduct any credits for route adjustment, Performance Bond, and fuel supplied from such payments as stipulated in the contract.

Additions to the base Contract, if permanent, shall be paid as stipulated above. If additions/deletions are not permanent in nature, the Contractor will bill them monthly in detail.

Failure of the Contractor to meet requirements of Contractor's bid; Section 3, Vehicle/Equipment; Section 4 and Scope; Section 10, may result in a reduction in payments. Adjustments in Contractor payment will be made in accordance with Payments; Section 9. The amount of the reduction will be on a ratio of the value (or cost) of the service to the total Contract price for the days the service is not rendered.

Payment for Part B, Extra Curricular Services, will be made after presentation by the Contractor of an invoice for services. Any field trip scheduled by the individual school is required to be paid from the student activity account, and is not the responsibility of the district. The school student activity accounts are not under the purview and control of the School Committee, and no such encumbrance can be made against the district for those services.

Each invoice must be in sufficient detail to be able to verify service. The Superintendent of Schools or his designee may stipulate the type and form of invoice.

Payment for extra-curricular trips will be made within thirty (30) days for all valid invoices approved by the School Committee.

All payments for services shall be made in accordance with M.G.L. c. 41, §56 as approved by the City Auditor.

All payments are subject to the approval by the City of Marlborough's School Committee. Therefore, payments will be processed depending on the School Committee's meeting schedule. There shall be no late payment, interest, or surcharge for an invoice paid later than thirty (30) days. If an invoice becomes later than sixty (60) days, the contractor may request a meeting of the Executive Director of Finance to discuss the non-payment and determine a payment schedule. If the Executive Director of Finance is disputing a bill, no breach of contract shall be pursued until the contractor and Executive Director of Finance come to agreement on payment. If no agreement is made within ninety (90) days, the contractor may pursue breach of contract for non-payment.

ARTICLE 8. TAX COMPLIANCE: Contractor agrees to provide certification of tax compliance in accordance with G.L. c.62C, §49A.

ARTICLE 9. UNEMPLOYMENT CONTRIBUTION: Contractor agrees to provide certification of unemployment contribution or payments in lieu of contributions in accordance with G.L. c.151A, §19A.

ARTICLE 10. NON-DEBARMENT: The Contractor, pursuant to an award of Agreement and prior to execution of this Agreement, has certified under penalty of perjury that the Contractor is not presently debarred from entering into a public contract in the Commonwealth under the provision of §29F of c. 29, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated there under.

ARTICLE 11. INDEMNIFICATION: Contractor shall, to the maximum extent permitted by law, indemnify and hold harmless the City of Marlborough, its officers, agents and employees from and against any and all damages, actions, suits, proceedings, claims, liabilities, demands, losses, costs and expenses (including reasonable attorneys' fees) for any personal injury or property damage, patent or copyright infringement or other damages that the City may sustain which arise out of or in connection with the Contractor's performance under this Contract or to be performed by the Contractor, its agents, officers, employees, sub-consultants, or sub-contractors, including but not limited to the negligence, reckless or intentional conduct of the Contractor, its agents, officers, employees, sub-consultants, or subcontractors.

The existence of insurance shall in no way limit the scope of this indemnification. Contractor further agrees to reimburse the City of Marlborough for damage to its property caused by the Contractor, its agents, officers, employees, sub-consultants, or subcontractors, including damages caused by his, its or their use of faulty, defective or unsuitable material or equipment, unless damage is caused by the City of Marlborough's

gross negligence or willful misconduct.

The Contractor shall at no time be considered an agent or representative of the City. After prompt notification of a claim by the City, the Contractor shall have an opportunity to participate in the defense of such claim and any negotiated settlement agreement or judgment.

ARTICLE 12. INSURANCE: Contractor to provide Certificate of Insurance as required by the Invitation for Bid for limits specified therein, **naming the City of Marlborough as an additional insured.** Insurance Certificate to be forwarded addressed to the Certificate Holder as follows: **City of Marlborough, c/o Marlborough Public Schools, Attn: Director of Finance, 17 Washington Street, Marlborough, MA 01752.**

ARTICLE 13. PERFORMANCE BOND: Contractor shall provide a **One Hundred (100%) percent performance bond for the total annual transportation contract,** issued by a surety company licensed by the Commonwealth of Massachusetts's Division of Insurance. Performance Bond to be forwarded to: **City of Marlborough, c/o Marlborough Public Schools, Attn: Executive Director of Finance and Operations, 17 Washington Street, Marlborough, MA 01752.**

ARTICLE 14. CONFLICT OF INTEREST PROHIBITED: Contractor agrees that any activity that would constitute a violation of the Conflict of Interest statute, G.L. c. 268A, is prohibited and will cause an immediate termination of this Agreement.

ARTICLE 15. ASSIGNMENT PROHIBITED: Contractor agrees that it will not be permitted to assign or underlet the contract, nor assign either legally or equitably, any monies hereunder, or its claim thereto, without the previous written consent of the Chief Procurement Officer or Mayor. Notwithstanding the provisions of G.L. c.30B, any procurement officer except the Chief Procurement Officer shall not validate the provisions of this section.

ARTICLE 16. AMENDMENTS OR CHANGES: Any amendments or changes to this Agreement must be in writing, in compliance with M.G.L. c.30B, and signed by officials with authority to bind the Contractor and the City.

ARTICLE 17. BREACH OR OTHER DEFAULT: Contractor agrees that abandonment or delay of services, including failure to provide a plan if digital video recordings are not properly maintained or provided as required by the contract terms and conditions, shall be a material breach of this Agreement. In additions, Contractor agrees that it shall be a material breach of this Agreement if there is an interruption in service on any scheduled school day for which the Contractor did not provide notice to the City by 6:15 A.M. that day. The City may, by whatever legal remedies are available to it, complete or cause to be complete the work or services and the Contractor shall bear full responsibility of the entire cost of providing all required services under the terms of this Agreement and agrees to pay to the City any losses, damages, costs and expenses, including attorney's fees, sustained or incurred by the City by reason of any of the foregoing causes. Any costs incurred by the City will first be deducted from any payments due and payable to the Contractor, who shall also be responsible for any costs in excess of the lowest price accepted by the City.

ARTICLE 18. TERMINATION OF CONTRACT: Either party may terminate this Agreement at any time giving sixty (60) days' written notice to the other party of its intention to terminate as of the date specified in the notice; provided however, that it is further agreed by the Contractor that any material breach by the Contractor of the provisions of this Agreement and its incorporated attachments shall be sufficient cause for the City to terminate this Agreement five (5) days after the date of a written notice to the Contractor.

ARTICLE 19. FORCE MAJEURE; REMEDIES: Neither party shall be responsible to the other for delays in performance resulting from the failure to perform any terms or provisions of this Agreement, except for payments of monies owed, if the party's failure to perform is attributable to war, riot, or other disorder; strike or other work stoppage; fire; flood; or any other act not within the control of the party whose performance is interfered with, and which, by reasonable diligence, such party is unable to prevent. Any such occurrence shall be referred to as a "Force Majeure".

In the event of a Force Majeure which interferes with the operation of the City's furnishing of regular day and private school transportation and related services for the Marlborough Public Schools, the Contractor will take all reasonable steps to continue to provide service upon terms and conditions satisfactory to the Contractor and the City.

Notwithstanding any other provision of this Agreement, both parties shall be deemed to have retained any and all administrative, contractual and legal rights and remedies to which they may be entitled.

ARTICLE 20. BANKRUPTCY: In the event the Contractor files for bankruptcy protection during the contract term, this Agreement may be deemed null and void, and terminated without further order.

ARTICLE 21. ENTIRE AGREEMENT CLAUSE: the City and Contractor agree that this Agreement and its attachments constitute the entire agreement between the City and Contractor, and no other binding agreements exist other than those incorporated herein.

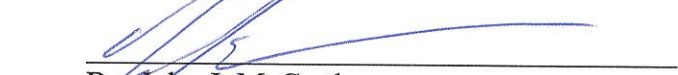
ARTICLE 22. SEVERABILITY: And it is further agreed by the Contractor and the City that the provisions of this Agreement are severable. If any provision of this Agreement is held invalid or if any court of competent jurisdiction holds any provision unlawful or not legal, the remaining provisions shall remain in effect.

ARTICLE 23. GOVERNING LAW: This Agreement shall be construed in accordance with the Uniform Procurement Act, Chapter 30B, and other laws of the Commonwealth of Massachusetts. The laws of the Commonwealth of Massachusetts ("Commonwealth") shall govern all rights and duties under this Agreement, including without limitation the validity of this Agreement. Any actions arising out of this Agreement shall be brought and maintained in a State or Federal Court in Massachusetts which shall have exclusive jurisdiction thereof. The City may agree to voluntary mediation or arbitration of any contract dispute and will share the costs of such mediation or arbitration. No legal or equitable rights of the parties shall be limited by this section.

ARTICLE 24. TERM OF CONTRACT: It is agreed the term of this Agreement shall be for three (3) years beginning July 1, 2015 to June 30, 2018, with an option to renew for one additional two (2) year term beginning July 1, 2018 to June 30, 2020, exercisable in the School Committee's sole discretion. It is understood and agreed that any contractual obligation of the City is years subsequent to the fiscal year in which this Agreement is executed, is contingent upon and subject to the availability of appropriated funds.

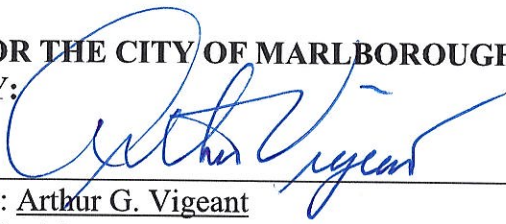
IN WITNESS WHEREOF, the said Contractor, and the said City hereto set our hands and seals.

**FOR THE CONTRACTOR
NRT BUS, INC. D/B/A NORTH READING
TRANSPORTATION BY:**

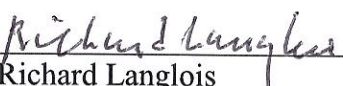

By: John J. McCarthy
Title: President
Date: 8/11/15

[This name for the contractor should match the name on the Certificate of Vote form, if corporation (Attachment "C").]

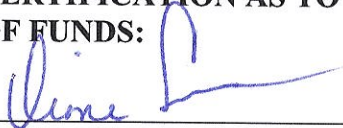
**FOR THE CITY OF MARLBOROUGH
BY:**


By: Arthur G. Vigeant
Title: Mayor
Date: 8/19/15


DEPARTMENT HEAD:


By: Richard Langlois
Title: Superintendent

**CERTIFICATION AS TO SUFFICIENCY
OF FUNDS:**


By: Diane Smith
Title: City Auditor
Purchase Req./P.O.#: 2016 0431

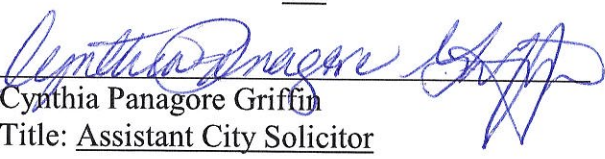
**CERTIFICATION AS TO
PROCUREMENT LAW:**


By: Beverly J. Sleeper, MCPPO
Title: Chief Procurement Officer
Procurement Law: C.30B
Contract # (if applicable): _____

**APPROVED AS TO FORM BY LEGAL
COUNSEL:**

Donald V. Rider, Jr.
Title: City Solicitor

OR


Cynthia Panagore Griffin
Title: Assistant City Solicitor

Annually Renewable Performance Bond
BOND # AICH00003149

KNOW ALL MEN BY THESE PRESENTS: That NRT Bus, Inc. dba North Reading Transportation (hereinafter called the Principal), Philadelphia Indemnity Insurance Company (hereinafter called the Surety), are held and firmly bound unto City of Marlborough, Massachusetts (hereinafter called the Obligee), in the full and just sum of Two Million Seven Hundred Sixty Three Thousand Four Hundred Sixty and 00/100THS (\$2,763,460.00), the payment of which sum, well and truly to be made, the said Principal and Surety bind themselves, and each of their heirs, administrators, executors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has by written agreement dated the 1st day of June, 2015 entered into a Contract with the Obligee for School Bus Transportation for Categories 1, 2, & 3 for a period of One (1) years which contract is hereby referred to and made a part hereof.

WHEREAS, the Obligee has agreed to accept a bond guaranteeing the performance of said contract for a period of one year.

NOW, THEREFORE, THE CONDITIONS OF THE ABOVE OBLIGATION IS SUCH, that if the Principal shall well and truly perform each and every obligation in said Contract at the time and in the manner specified during the term of this bond, and shall reimburse said Obligee for any loss which said Obligee may sustain by reason of failure or default on the part of said Principal, then this obligation shall be void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, That this bond is subject to the following conditions:

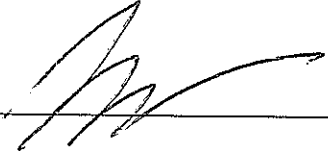
1. This bond is for the term beginning August 1st, 2015 and ending July 31st, 2016. The bond may be executed for additional terms at the option of the Surety, by continuation certificate executed by the Surety. Neither non-renewal by the Surety, nor failure, nor inability of the Principal to file a replacement bond shall constitute a loss to the Obligee recoverable under this bond.
2. In the event of default by the Principal, Obligee shall deliver to Surety by certified mail, a written statement of the facts of such default, within thirty (30) days of the occurrence. In the event of default, the Surety will have the right and opportunity, at its sole discretion, to: a) cure the default; b) assume the remainder of the Contract and to perform or sublet same; c) or to tender to the Obligee funds sufficient to pay the cost of completion less the balance of the Contract price up to an amount not to exceed the penal sum of the bond. In no event shall the Surety be liable for fines, penalties, liquidated damages, or forfeitures assessed against the Principal.
3. No claim, action, suit or proceeding, except as hereinafter set forth, shall be had or maintained against the Surety pm this instrument unless same brought or instituted upon the Surety within one year from termination or expiration of the bond term.
4. No right of action shall accrue on this bond to or for the use of any person or corporation other than the Obligee named herein or the heirs, executors, administrator or successors of Obligee
5. The aggregate liability of the Surety is limited to the penal sum stated herein regardless of the number or amount of claims brought against this bond and regardless of the number of years this bond remains in force.
6. If any conflict or inconsistency exists between the Surety's obligations or undertakings as described in this bond and as described in the underlying document, then the terms of this bond shall prevail.
7. In accepting this bond, the Obligee is confirming its acceptance of all terms and conditions contained herein.

Signed and sealed this 1st day of August 2015.

PRINCIPAL:

NRT Bus, Inc. dba North Reading Transportation (seal)

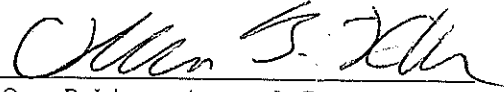
By: _____



SURETY:

Philadelphia Indemnity Insurance Company (seal)

By: _____



Oscar B. Johnson, Attorney-In-Fact

PHILADELPHIA INDEMNITY INSURANCE COMPANY

231 St. Asaph's Rd., Suite 100
Bala Cynwyd, PA 19004-0950

Power of Attorney

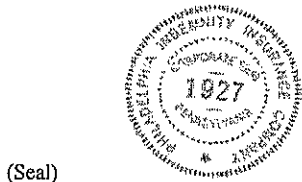
KNOW ALL PERSONS BY THESE PRESENTS: That PHILADELPHIA INDEMNITY INSURANCE COMPANY (the Company), a corporation organized and existing under the laws of the Commonwealth of Pennsylvania, does hereby constitute and appoint **Newton S. Johnson and Oscar B. Johnson**, its true and lawful Attorney-in-fact with full authority to execute on its behalf bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof, issued in the course of its business and to bind the Company thereby, in an amount not to exceed **\$25,000,000.00**.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of PHILADELPHIA INDEMNITY INSURANCE COMPANY at a meeting duly called the 1st day of July, 2011.

RESOLVED: That the Board of Directors hereby authorizes the President or any Vice President of the Company to: (1) Appoint Attorney(s) in Fact and authorize the Attorney(s) in Fact to execute on behalf of the Company bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and to attach the seal of the Company thereto; and (2) to remove, at any time, any such Attorney-in-Fact and revoke the authority given. And, be it

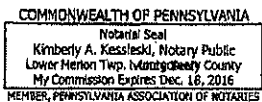
FURTHER RESOLVED: That the signatures of such officers and the seal of the Company may be affixed to any such Power of Attorney or certificate relating thereto by facsimile, and any such Power of Attorney so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with the respect to any bond or undertaking to which it is attached.

IN TESTIMONY WHEREOF, PHILADELPHIA INDEMNITY INSURANCE COMPANY HAS CAUSED THIS INSTRUMENT TO BE SIGNED AND ITS CORPORATE SEAL TO BE AFFIXED BY ITS AUTHORIZED OFFICE THIS 10TH DAY OF JUNE 2013.



Robert D. O'Leary Jr., President & CEO
Philadelphia Indemnity Insurance Company

On this 10th day of June 2013, before me came the individual who executed the preceding instrument, to me personally known, and being by me duly sworn said that he is the therein described and authorized officer of the PHILADELPHIA INDEMNITY INSURANCE COMPANY; that the seal affixed to said instrument is the Corporate seal of said Company; that the said Corporate Seal and his signature were duly affixed.



Notary Public:

residing at:

Bala Cynwyd, PA

My commission expires:

December 18, 2016

I, Edward Sayago, Corporate Secretary of PHILADELPHIA INDEMNITY INSURANCE COMPANY, do hereby certify that the foregoing resolution of the Board of Directors and this Power of Attorney issued pursuant thereto on this 10TH day of June 2013 true and correct and are still in full force and effect. I do further certify that Robert D. O'Leary Jr., who executed the Power of Attorney as President, was on the date of execution of the attached Power of Attorney the duly elected President of PHILADELPHIA INDEMNITY INSURANCE COMPANY,

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 1st day of August, 2015.



Edward Sayago, Corporate Secretary
PHILADELPHIA INDEMNITY INSURANCE COMPANY



- City Clerk
- Contractor
- Legal
- Department
- Auditor/CPO

CONTRACT EXTENSION AGREEMENT

This Contract Extension Agreement (“Extension Agreement”) is made this 20th day of February, 2018, for the purpose of extending the School Transportation Agreement pursuant to the provisions of the original agreement (hereinafter, the “Original Agreement”) made on the 1st day of June 2015, by and between the City of Marlborough through its School Committee, a municipal corporation having its principal place of business at 140 Main Street, Marlborough, MA 01752 (hereinafter, the “City”) as represented by the Mayor acting for and on behalf of the City who signs these presents in his official capacity and who incurs no liability in his individual capacity, and **NRT Bus, Inc. d/b/a North Reading Transportation, a Massachusetts corporation having its principal place of business at 55 Hampshire Road, Methuen, MA 01844** (hereinafter, the “Contractor”).

It is agreed between the parties hereto as follows:

1. The Original Agreement, attached hereto as a part of this Extension Agreement, for providing School Transportation Services.
2. The parties agree to extend the Original Agreement for an additional two-year term, effective **July 1, 2018 through June 30, 2020** pursuant to the contract terms and conditions. Any contract price change shall be adjusted by the annual change for the **Consumer Price Index for all Urban Consumers-Boston SMSA** published by the Bureau of Labor Statistics during the preceding twelve-month period as provided for in the Original Agreement. The City of Marlborough through the Marlborough Public Schools reserves the right to amend the existing Scope of Services, if deemed necessary in the sole discretion of the Superintendent of Schools, during the term of this Extension upon prior written notice to the Contractor.
3. The Contractor acknowledges by signing this Extension Agreement, a written communication by email dated September 22, 2016 incorporated herein by reference, that per **Condition 1.24 of the Original Agreement**, “The city code disallows the keeping of more than one commercial vehicle on residential property. If any bus driver has a commercially registered vehicle on a residential property, the school bus may not be kept on the same property. In addition, a school bus may not be kept on any residential road and/or overnight without specific written approval from the Code Officer of the City of Marlborough. The contractor is responsible for providing parking for all equipment.”

4. The Contractor shall provide a current **Certificate of Insurance**, naming the City of Marlborough/Marlborough Public Schools as an additional insured as required by the Original Agreement.
5. The Contractor shall provide a new **Performance Bond or a Continuation Certificate** for **Bond No. PB00236800088** for each extension term commencing July 1, 2018 and July 1, 2019.
6. This Extension Agreement binds and benefits both Parties and any successors or assigns.
7. This Extension Agreement, including the attached Original Agreement, is the entire agreement between Parties.
8. All other terms and conditions of the Original Agreement remain unchanged.

IN WITNESS WHEREOF, the said Contractor, and the said City hereto set our hands and seals the date first written above.

FOR NRT BUS INC. d/b/a North Reading Transportation:

BY: 
 John J. McCarthy, President


Date: 2/9/18

FOR THE CITY OF MARLBOROUGH:

BY: 
 Arthur G. Vigeant, Mayor

Date: 2/22/18

FOR THE MARLBOROUGH PUBLIC SCHOOLS:

BY: 
 Maureen Greulich., Superintendent

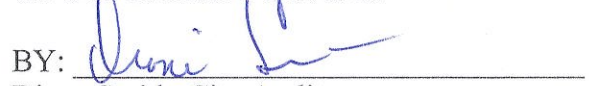
Date: 2/20/18

APPROVED AS TO FORM:


BY: _____
 Donald V. Rider, Jr., Solicitor
 OR

BY: 
 Cynthia Panagore Griffin, Assistant Solicitor

CERTIFICATION OF AVAILABILITY OF SUFFICIENT FUNDS:

BY: 
 Diane Smith, City Auditor
 Purchase Order # _____

COMPLIANCE WITH CHAPTER 30B:

BY: 
 Beverly Sleeper, Chief Procurement Officer
 Exemption, if applicable: _____

REQUIRED CERTIFICATIONS

NRT Contract term: July 1, 2018 through June 30, 2020

1. Certification of Good Faith. Pursuant to M.G.L. c.30B, the undersigned certifies under penalties of perjury that the quote, 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.

2. Certification that State Taxes are Filed and Paid: Pursuant to M.G.L. c. 62C, §49A, the undersigned certifies under the penalties of perjury that, to the best of their knowledge and belief, said individual/company/corporation is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

3. Unemployment Contribution Certification: Pursuant to M.G.L. c. 151A, §19A, the undersigned certifies under the penalties of perjury that, to the best of their knowledge and belief, said individual/corporation/company is in compliance with all laws of the Commonwealth relating to contributions and payments in lieu of contributions.

4. Non-Debarment: The undersigned certifies under the penalties of perjury that the company/corporation is not presently debarred from entering into a public contract in the Commonwealth of Massachusetts under the provisions of M.G.L. c. 29, §29F, as amended, c.152, as amended or any other applicable debarment provision of any other chapter of the Massachusetts General Laws or any rule or regulation promulgated thereunder.

5. Conflict of Interest: The undersigned certifies under the penalties of perjury that they have taken no action in connection with the award of the contract which would be a violation of the provisions of M.G.L. Chapter 268A, the Conflict of Interest statute and that to the extent that such law is applicable to the duties it is to perform hereunder, it will comply with the provisions of said statute. In the event that the City determines that any such violation has occurred or occurs during the contract term, the City may terminate the agreement immediately with notice after the fact to the undersigned and shall be entitled to a return of all monies paid hereunder.

NRT BUS, INC. d/b/a North Reading Transportation

BY: 

Signature of Individual or Corporate Officer (Mandatory, if applicable)

04-3106807
Social Security number (voluntary) or
Federal Identification Number

Location	Vin #	Year	Make	Model	Asset #	Plate
Hudson	4DRBUC8PXKB361383	2019	ICRP	3000	2470119	SB45970
Hudson	4UZABPU4JCF6540	2018	Thomas	221TS	2470318	SB44795
Hudson	4UZABRFD2JCJS7373	2018	Thomas	341TS	2776218	BU43919
Hudson	4UZABRFD4JCJS7374	2018	Thomas	341TS	2776318	BU43918
Hudson	4UZABRFD6JCJS7375	2018	Thomas	341TS	2776418	SB44827
Hudson	4UZABRDK8ACAN3378	2018	Thomas	SftInr	2776518	SB36054
Hudson	4UZABRDK5ACAN5170	2018	Thomas	SftInr	2776618	SB38323
Hudson	4UZABRFD1JCJS7378	2018	Thomas	341TS	2776718	SB44843
Hudson	4UZABRFD3JCJS7379	2018	Thomas	SftInr	2776818	SB44844
Hudson	4UZABRFDXJCJS7380	2018	Thomas	Chassi	2776918	SB44845
Hudson	1FDEE3FL4GDC02834	2016	Colli	E3FY	2141217	SB42456
Hudson	1FDEE3FL3GDC05157	2016	Colli	E3FY	2141317	SB42458
Hudson	1FDEE3FL2GDC02847	2016	Colli	E3FY	2141417	SB42453
Hudson	1FDEE3FLXGDC02837	2016	Colli	E3FY	2141517	SB42454
Hudson	1FDEE3FL6GDC02835	2016	Colli	E3FY	2141617	SB42452
Hudson	1FDEE3FL4GDC02848	2016	Colli	E3FY	2141717	SB42455
Hudson	1FDEE3FL9GDC02831	2016	Colli	E3FY	2141817	SB42457
Hudson	1FDEE3FL4FDA32781	2015	Colli	E3FY	2140517	SB42835
Hudson	1FDEE3FL9FDA32792	2015	Ford	Econo	2141017	SB44912
Hudson	4UZABRDU8FCFW9555	2015	Thomas	Chassi	2774415	SB37468
Hudson	4UZABRDUXFCFW9556	2015	Thomas	Chassi	2774515	SB37467
Hudson	4UZABRDU1FCFW9557	2015	Thomas	Chassi	2774615	SB37466
Hudson	4UZABRDU3FCFW9558	2015	Thomas	Chassi	2774715	SB37465
Hudson	4UZABRDU5FCFW9559	2015	Thomas	Chassi	2774815	SB37470
Hudson	4UZABRDU1FCFW9560	2015	Thomas	Chassi	2774915	SB37469
Hudson	4UZABRDU3FCFW9561	2015	Thomas	Chassi	2775015	SB39083
Hudson	4UZABRDU5FCFW9562	2015	Thomas	Chassi	2775115	SB39084
Hudson	4UZABRDU7FCFW9563	2015	Thomas	Chassi	2775215	SB37472
Hudson	4UZABRDU9FCFW9564	2015	Thomas	Chassi	2775315	SB37471
Hudson	4UZABRDU5FCFW9643	2015	Thomas	School	2775415	SB37473
Hudson	4UZABRDU7FCFW9644	2015	Thomas	School	2775515	SB37474
Hudson	4UZABRDU9FCFW9645	2015	Thomas	341 TS	2775615	SB37475
Hudson	4UZABRDU0FCFW9646	2015	Thomas	341 TS	2775715	BU38698
Hudson	4UZABRDU2FCFW9647	2015	Thomas	341 TS	2775815	SB39249
Hudson	4UZABRDU4FCFW9648	2015	Thomas	Chassi	2775915	BU38697
Hudson		2013			247019	
Hudson	1T88P4E15B1136000	2011	Thomas	SftInr	2770311	SB35440
Hudson	1T88S4E21B1134123	2011	Thomas	1813S	2774911	BU19342
Hudson	1T88S4E23B1134124	2011	Thomas	1318S	2775011	BU19343
Hudson	1T88S4E25B1134125	2011	Thomas	1318S	2775111	SB33533
Hudson	1T88S4E27B1134126	2011	Thomas	1318S	2775211	SB33550
Hudson	1T88s4e29b1134127	2011	Thomas	1318s	2775311	sb35684
Hudson	4UZABRDU0BCAY8791	2011	Thomas	SftInr	2775411	SB33435
Hudson	1T88T4E28B1133080	2011	Thomas	SFTLNR	2830111	SB35429
Hudson	1T88T4E21B1133079	2011	Thomas	SftInr	2830211	SB35428
Hudson	1T88T4E21B1133082	2011	Thomas	SftInr	2830411	SB35431

Hudson	1T88T4E2XB1133081	2011 Thomas	SftInr	2830511 SB35430
Hudson	1T88T4E29B1133086	2011 Thomas	SftInr	2830611 SB35436
Hudson	1T88T4E25B1133084	2011 Thomas	1408 S	2830711 SB35434
Hudson	1T88T4E27B1133085	2011 Thomas	SftInr	2830811 SB35435
Hudson	1T88T4E20B1133087	2011 Thomas	SftInr	2830911 SB35437
Hudson	1T88T4E20B1133087	2011 Thomas	SftInr	2830911 SB35437
Hudson	1T88T4E23B1133083	2011 Thomas	SftInr	2831011 SB35432
Hudson	1T88T4E22B1133088	2011 Thomas	SftInr	2831011 SB35438

54 Total Equipment Count

Bid for School Transportation Effective 7/1/20 to 6/30/25

BID HOLDERS LIST AF OF 8/5/2019

Serial	Business Name	Address Line 1	Address Line 2	City	State / Province	Zip Code
1	City of Marlborough	140 Main Street		Marlborough	Massachusetts	01752
2	NRT Bus, Inc.	230 Main St		North Reading	Massachusetts	01864
3	Marlborough Public Schools	17 Washington Street		Marlborough	Massachusetts	01752
4	Student Transportation of America	2 Stoney Hill Circle		Coventry	Rhode Island	02816
5	First Student, Inc.	532 Old Marlton Pike West Suite 201		Marlton	New Jersey	08053
6	Formative Technologies LLC.	959 Dayton Ave		St Paul	Minnesota	55104
7	Prime Vendor	Wilmington		Wilmington	North Carolina	28403
8	VISUAL	5C-1 VCS Nagar 1st Street		Coimbatore	Massachusetts	641029
9						
10	New England Transit Sales, Inc.	30 Progress Avenue		Tyngsboro	Massachusetts	01879
11	e.Republic	100 Blue Ravine Road		Folsom	California	95630
12		130 Main Street		Presque Isle	Maine	04769
13	Durham School Services	2 Ladd Lane		Wilbraham	Massachusetts	01095
14	Student Transportation of America	63 south Street		Hopkinton	Massachusetts	01748