

Board Meeting Date:	June 18, 2018
Solicitation No.:	18-040MH
References:	Board Policy CH (Local) Board Goal 3
Description:	<p>Charter Bus and Transportation Services</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval for the purchase of charter bus and transportation services from AFC Transportation, Connect Tours & Cruises, Crystal Facility Solutions, Inc. Corporate Services International, Tour-Rific of Texas, and Western Motorcoach, Inc. in an amount not to exceed \$400,000 annually, and authorization for the Superintendent to negotiate and execute the initial three-year agreement and subsequent two-year renewal.</p> <p><u>Summary</u></p> <p>On February 19, 2018, FBISD released RFP18-040MH soliciting proposals to establish contracts to purchase the services of bus and transportation companies. The District utilizes the services of bus and transportation companies to book student and employee travel for competitions, school-sponsored trips, graduation, and other school-related events. Charter bus companies assist campuses and departments with booking reservations and provide transportation services for student and employee groups that the District's Transportation Department is not equipped to provide. A multi-vendor award will provide District personnel the ability to customize each trip to their unique needs and compare pricing among awarded vendors.</p> <p><u>Background</u></p> <p>The 2016-17 expenditures for charter bus transportation were \$332,900. The 2017-18 year-to-date expenditures for charter bus transportation are \$337,100. Expenditures for charter bus transportation services will not exceed \$400,000 annually through June 2023 and are included in the budgets of the departments and campuses utilizing these services.</p>
Requested By:	Joe Rodriguez, Chief of Schools Mary Ellen Eidson, Assistant Superintendent James Drew, Director of Fine Arts
Vendor(s):	AFC Transportation, Connect Tours & Cruises, Crystal Facility Solutions, Inc., Corporate Services International (CSI), Tour-Rific of Texas and Western Motorcoach, Inc.
Budget Sources:	General Fund and Activity Funds

Amount:	Not to exceed \$400,000 annually, through June 2023
Other Supporting Information	
Number of vendors contacted by Purchasing:	9
Number of vendors contacted by FBISD Notification System:	350
Number of vendors downloaded the solicitation:	83
Number of responses received:	6
Number of "no bid" responses received:	0
Length of commitment:	Three year term with one, two-year renewal option
Last solicitation date:	N/A
Supporting documents:	Evaluation Criteria and Rubric
Disclosure under Board Policy CH, CV, or DBD (Local):	None

Evaluation Summary
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#	Vendor	Purchase Price (25 pts. max)	Reputation of the Vendor and of the Vendor's Goods or Services (5 pts. max)	Quality of the Vendor's Goods or Services (15 pts. Max)	Extent to Which the Goods or Services Meet the District's Needs (20 pts. Max)	Vendor's Past Relationship with the District (5 pts. Max)	Long-term Cost to the District to Acquire the Vendor's Goods or Services (15 pts. Max)	Vendor's Principal Place of Business is in the State of Texas, or Employs 500 People in this State. (N/A Federal Funds)	Insurance Requirements (5 pts. Max)	Extent to Which the Vendor Agrees to our Standard Form of Agreement (10 pts. Max)	The Impact on the Ability of the District to Comply with Laws and Rules Relating to Historically Underutilized Businesses (HUB) (N/A)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
1	Western Motorcoach	24.08	5.00	12.25	14.25	5.00	14.00	N/A	5.00	10.00	N/A	89.58	1
2	Connect Tours & Cruises	25.00	1.00	12.25	14.75	5.00	13.75	N/A	5.00	10.00	N/A	86.75	2
3	Tour-Rific of Texas	21.11	5.00	11.75	14.50	5.00	13.50	N/A	5.00	10.00	N/A	85.86	3
4	AFC Transportation	19.87	1.00	15.00	16.50	0.00	15.75	N/A	5.00	10.00	N/A	83.12	4
5	Corporate Services Intn'l. (CSI)	18.00	1.00	13.50	14.25	0.00	11.50	N/A	5.00	10.00	N/A	73.25	5
6	Crystal Facility Solutions, Inc.	13.41	3.00	10.50	10.00	0.00	7.00	N/A	5.00	10.00	N/A	58.91	6

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Evaluation criteria:

Proposal shall be evaluated using the evaluation criteria listed below. Fort Bend ISD reserves the right to award contract as best meets the District's needs such as per section, groups, or all.

	Evaluation Criteria	Point System
1	<p>Purchase Price Offer a fair reasonable price for items to be procured by Fort Bend ISD. Pricing will be calculated using the Price Delivery Sheet in this document.</p>	25 points
2	<p>Reputation of the Vendor and of the Vendor's Goods or Services Vendor should have a solid reputation with other ISD's, Government or Collegiate entities that show a high level of customer service, a high level of quality of good or services. (References will be contacted via e-mail with a deadline. If no response is received by the deadline, there will be points deducted in this section.)</p>	5 points
3	<p>Quality of the Vendor's Goods or Services Vendor's products should be new and be of the highest quality with an option to substitute for a company branded item of equivalent quality.</p>	15 points
4	<p>Extent to Which the Goods or Services Meet the District's Needs</p>	20 points
5	<p>Vendor's Past Relationship With the District</p>	5 points
6	<p>Long-Term Cost to the District to Acquire the Vendor's Goods or Services</p>	15 points
7	<p>Vendor's Principal Place of Business is in the State of Texas, or Employs 500 People in this State.</p>	N/A
8	<p>Insurance Requirements: A copy of the Certificate of Liability Insurance and Waiver of Subrogation should be in your proposal.</p>	5 points
9	<p>Extent to which the vendor agrees to our Standard Form of Agreement embedded herein as Appendix A. By Signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD.</p>	10 points
10	<p>The impact on the ability of the district to comply with laws and rules relating to Historically Underutilized Businesses (HUB).</p>	N/A
	<p>TOTAL</p>	100 points