

<b>Board Meeting Date:</b>	<b>July 23, 2018</b>
<b>Solicitation No.:</b>	<b>RFP 18-058MH</b>
<b>References:</b>	<b>Board Goal 3</b>
<b>Description:</b>	<p><b>Trucking Services and Trailer Rentals</b></p> <p><b><u>Recommendation</u></b></p> <p>The Administration is seeking Board approval for the purchase of box truck and semi-tractor rental services from Clark Freight Lines, Inc., Roadrunner Moving and Storage, and Swift Int’l Service Group, Inc., in an amount not to exceed \$800,000 over a five-year period, and authorization for the Superintendent to negotiate and execute the agreements and subsequent renewals for a term through July 2023.</p> <p><b><u>Summary</u></b></p> <p>On April 11, 2018, FBISD released RFP 18-058MH requesting pricing for Trucking Services and Trailer Rentals utilized by the District. Box trucks and semi-tractors are used to transport instruments and equipment for band and orchestra students performing or competing in football games, marching band contests, concerts, and music festivals. The box trucks are also used to transport theatre props and equipment for high school and middle school One-Act Play contests throughout the year. The specifications for this bid required delivery of the box trucks to the Distribution Center as District employees operate the trucks after their normal work hours. Semi-tractors are rented to haul semi-trailers for five of the District’s high school bands: Austin High School, Clements High School, Elkins High School, Ridge Point High School, and Travis High School. The semi-trailers, donated by the respective Band Booster Clubs, and are slightly more cost effective than renting box trucks to haul equipment. Semi-tractor rental costs include a certified commercial driver provided by the rental company for each trip.</p> <p>Due to the quantity of instruments and/or the large size of the equipment transported (drum major podiums, marching percussion, flags, uniforms, sets and scenery for plays, etc.), buses cannot be used for transport. As a result, the Fine Arts Department rents box trucks and tractors for every marching band performance, most off-campus concert band and orchestra performances, and all off-campus One-Act Play competitions.</p>

	<b><u>Background</u></b>  The expenditures in 2016-17 were \$130,861. The 2017-18 expenditures were \$124,706. The expenditures will not exceed \$800,000 over a five-year period. Funding is included in the budget.
<b>Requested By:</b>	<b>Steven Bassett, Chief Financial Officer Joe Rodriguez, Chief of Schools</b>
<b>Vendor(s):</b>	<b>Clark Freight Lines, Inc., Roadrunner Moving and Storage and Swift Int'l Service Group, Inc.</b>
<b>Budget Sources:</b>	<b>General Fund</b>
<b>Amount:</b>	<b>Not to exceed \$800,000 through July 2023</b>
<b>Other Supporting Information</b>	
<b>Number of vendors contacted by Purchasing:</b>	<b>9</b>
<b>Number of vendors contacted by FBISD Notification System:</b>	<b>354</b>
<b>Number of vendors downloaded the solicitation:</b>	<b>73</b>
<b>Number of responses received:</b>	<b>3</b>
<b>Number of "no bid" responses received:</b>	<b>0</b>
<b>Length of commitment:</b>	<b>Through July 2023</b>
<b>Last solicitation date:</b>	<b>July 16, 2013</b>
<b>Supporting documents:</b>	<b>Evaluation Criteria and Rubric</b>
<b>Disclosure under Board Policy CH, CV, or DBD (Local):</b>	<b>None</b>

**Evaluation Summary**

**RFP 18-058MH**

**Trucking Services and Trailer Rentals**

**Board Date: July 23, 2018**

Box Trucks												
Vendor	Purchase Price (15 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 (25 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)	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
Swift	15.00	3.00	22.00	19.00	0.00	13.00	N/A	5.00	10.00	N/A	87.00	1

Trailer												
Vendor	Purchase Price (15 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 (25 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)	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
Roadrunner	15.00	5.00	21.00	18.00	5.00	13.50	N/A	5.00	10.00	N/A	92.50	1
Swift	5.36	3.00	22.00	19.00	0.00	13.00	N/A	5.00	10.00	N/A	77.36	2

Semi-Trailer												
Vendor	Purchase Price (15 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 (25 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)	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
Roadrunner	15.00	5.00	21.00	18.00	5.00	13.50	N/A	5.00	10.00	N/A	92.50	1
Clark Freight	12.31	3.00	21.50	18.00	5.00	12.00	N/A	5.00	10.00	N/A	86.81	2
Swift	12.63	3.00	22.00	19.00	0.00	13.00	N/A	5.00	10.00	N/A	84.63	3

## RFP 18-058MH Trucking Services and Trailer Rentals

**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.

	<b>Evaluation Criteria</b>	<b>Point System</b>
1	<p><b>Purchase Price</b> 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>	15 points
2	<p><b>Reputation of the Vendor and of the Vendor's Goods or Services</b> 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><b>Quality of the Vendor's Goods or Services</b> 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>	25 points
4	<p><b>Extent to Which the Goods or Services Meet the District's Needs</b></p>	20 points
5	<p><b>Vendor's Past Relationship With the District</b></p>	5 points
6	<p><b>Long-Term Cost to the District to Acquire the Vendor's Goods or Services</b></p>	15 points
7	<p><b>Vendor's Principal Place of Business is in the State of Texas, or Employs 500 People in this State.</b></p>	N/A
8	<p><b>Insurance Requirements:</b> A copy of the <b>Certificate of Liability Insurance</b> and <b>Waiver of Subrogation</b> 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 <b>Signing the Agreement</b>, 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><b>TOTAL</b></p>	<b>100 points</b>