

OXFORD PUBLIC SCHOOLS
4 Maple Road, Oxford, MA 01540
Phone: 508-987-6050

DECEMBER 14, 2020 - REGULAR STUDENT TRANSPORTATION BID Q&A

Q: Is a letter of intent to underwrite the performance bond from the bonding company required along with the bid bond?

A: No, we simply require either a bid deposit (cashier's check in the amount of \$10,000) or bid bond in the amount of 5% of the first year bid price.

The performance bond is required by the winning bidder. In the event, the winning bidder cannot provide the performance bond, then the bid deposit will not be returned.

You may submit a letter of intent regarding the performance bond but it is not required.

Q: Do you specifically require the company's financial statements to be "audited" -or as in section 5, "profit and loss statements and balance sheets prepared by a certified public accountant"?

A: If the profit & loss statements/balance sheet is prepared by an outside CPA, it would be considered audited.

Q: Typically we submit profit and loss statements/balance sheets on a Compilation basis prepared and signed by our Certified public accountant to our school districts.

I generally submit a bank letter of reference, a letter of intent from the surety company (to underwrite the performance bond) and a financial statement prepared and signed by a certified public accountant to satisfy any questions of my company's financial status.

I have qualified for and supplied performance bonds to several school districts in excess of what is required of OPS. The bonding company writes the bonds based on an examination of my company's financial condition.

I ask that you consider the above to satisfy your specification.

A: What you are describing appears to meet the Audited Financial Statements requirement.

Q: Regarding the parking of the buses: is there parking available on town/school property?

A: No. It is my understanding that our current contractor rents space in an industrial area in town.

Q: Lastly, for the school year that ended in 2020. How was the period March 15 through June handled in terms of payments to the contractor? Was the contractor paid a portion of the period and if so what percentage and under what conditions?

A: Payment was made for the months of May & June in the amount of 77% of the normal daily amount for base services (excluding chartered/athletic trips and bus monitoring). The contractor was required to hire back or keep the 10 drivers employed during this time.

Q: What are all current prices for transportation year 20-21?

A: Middle & Elementary School: \$400.97 per bus/day

High School: \$19.26 per bus/day

Q: Are the drivers unionized? If so, do you have a current copy of their contract?

A: It is my understanding that Durham's drivers are unionized. Please contact either UFCW Local 1459 or Durham School Services to request a copy of their agreement.

Q: Did the town pay the contract for days not in school last year? If so, was it a full or a percentage and if a percentage what percentage?

A: Payment was made for the months of May & June in the amount of 77% of the normal daily amount for base services (excluding chartered/athletic trips and bus monitoring). The contractor was required to hire back or keep the 10 drivers employed during this time.

Q: Similarly, if school was not in session this year has the contractor been paid for school days unattended and at what rate

A: No. This is currently being negotiated.

Q: Does the town provide parking for the buses? If not does the town know of alternate site to park buses?

A: No. It is my understanding that our current contractor rents space in an industrial area in town.

Q: Are the buses to be no older than 7 years at any time during the contract or only at the start of the contract?

A: Anytime during the contract.

Q: On the bid page 17.6.2 additional or reducing buses does this refer to the 10 buses required only or does it include a number in case more or less buses are required at the high school only.

A: Addition or reduction of buses is for the 10 buses needed for Middle & Elementary transportation.

Q: Can we confirm if audited financial statements are required and how many years would the district like?

A: Audited financial statements are required. An example would be a profit & loss statement and balance sheet from the most recent year available. Just a single year, again, preferably the most recent.

Q: From your bid specs, I can see via 13.0 the prevailing wage does not apply in your contract. Later in the bid specs 17.7 refers to the prevailing wage.

Can I assume that we do not need to submit any document referencing the prevailing wage?

A: You are correct that prevailing wage does not apply.

Q: Can you please share 3 months of your transportation invoices? Would prefer as normal of a billing as possible.

A: Kindly see the attached documents

Q: The new specs indicate one monitor per school year but the attached billing indicates there are currently 10? Do you expect that to continue into next year or plan on phasing it out?

I'm guessing that's due to Covid?

A: We currently have monitors on every bus due to COVID. We normally have 1 monitor but it is subject to change depending on the school year.

Q: Will you accept electronic signatures on the bid?

A: Yes, we will accept electronic signatures.



Durham School Services

Invoice 91826995	Invoice Date 01-Dec-2020
Terms 30 Net	Due Date 31-Dec-2020
Purchase Order Number	Sales Order
Customer Number 20615	Customer Location 4027

Bill To:

Attn: Accounts Payable
 OXFORD PUBLIC SCHOOLS (WORCESTER)
 4 MAPLE ROAD - 3RD FLOOR
 OXFORD, MA 01540

Remit To:

Durham School Services
 42A Harlow Street
 Worcester, MA 01605

01-NOV-20 - 30-NOV-20 November 2020
 Oxford Home to School

Line Description Num	Hours	Miles	Quantity	Unit Price	Amount
1 8 buses x 14 days			112	19.26	2,157.12
2 10 buses x 14 days			140	400.70	56,098.00
				Total	58,255.12

Special Instructions

For questions regarding this invoice, please contact your local representative
 or email ARHelpdesk@nelc.com

Amount Applied	0.00
Amount Credited	
Amount Adjusted	0.00
Payments and Credits	0.00

***PLEASE INCLUDE OUR INVOICE NUMBER AND REMIT
 DETAILS WITH YOUR PAYMENT***

Outstanding balance 58,255.12
 as of 01-Dec-2020 in
 USD



Durham School Services

Invoice 91826611	Invoice Date 04-Nov-2020
Terms 30 Net	Due Date 04-Dec-2020
Purchase Order Number	Sales Order
Customer Number 20615	Customer Location 4027

Bill To:

Attn: Accounts Payable
 OXFORD PUBLIC SCHOOLS (WORCESTER)
 4 MAPLE ROAD - 3RD FLOOR
 OXFORD, MA 01540

Remit To:

Durham School Services
 P. O. Box 415347
 BOSTON, MA 02241-5347

01-NOV-20 - 30-NOV-20 October 2020 -
 Oxford Home to School

Line Description	Hours	Miles	Quantity	Unit Price	Amount
1 8 busses x 15 days			120	19.26	2,311.20
2 10 busses x 15 days			150	400.97	60,145.50

Special Instructions

For questions regarding this invoice, please contact your local representative or email ARHelpdesk@nellc.com

Total	62,456.70
Amount Applied	0.00
Amount Credited	
Amount Adjusted	0.00
Payments and Credits	0.00
Outstanding balance as of 04-Nov-2020 in USD	62,456.70

PLEASE INCLUDE OUR INVOICE NUMBER AND REMIT DETAILS WITH YOUR PAYMENT



Durham School Services

Invoice 91821242	Invoice Date 29-Sep-2020
Terms 30 Net	Due Date 29-Oct-2020
Purchase Order Number	Sales Order
Customer Number 20615	Customer Location 4027

Bill To:
 Attn: Accounts Payable
 OXFORD PUBLIC SCHOOLS (WORCESTER)
 4 MAPLE ROAD - 3RD FLOOR
 OXFORD, MA 01540

Remit To:
 Durham School Services
 Durham School Services
 42A Harlow Street
 Worcester, MA 01605

01-SEP-20 - 30-SEP-20 September 2020 -
 Oxford Home to School

Line Num	Description	Hours	Miles	Quantity	Unit Price	Amount
1	8 buses x 2 days			16	19.26	308.16
2	10 buses x 2 days			20	400.97	8,019.40
	Total					8,327.56

Special Instructions
 For questions regarding this invoice, please contact your local representative
 or email ARHelpdesk@nelc.com

Total	8,327.56
Amount Applied	0.00
Amount Credited	
Amount Adjusted	0.00
Payments and Credits	0.00
Outstanding balance as of 29-Sep-2020 in USD	8,327.56

PLEASE INCLUDE OUR INVOICE NUMBER AND REMIT DETAILS WITH YOUR PAYMENT



Durham School Services

Invoice 91821254	Invoice Date 29-Sep-2020
Terms 30 Net	Due Date 29-Oct-2020
Purchase Order Number	Sales Order
Customer Number 20615	Customer Location 4027

Bill To:
 Attn: Accounts Payable
 OXFORD PUBLIC SCHOOLS (WORCESTER)
 4 MAPLE ROAD - 3RD FLOOR
 OXFORD, MA 01540

Remit To:
 Durham School Services
 42A Harlow Street
 Worcester, MA 01605

01-SEP-20 - 30-SEP-20 September 2020 -
 Oxford Monitors

Line Num	Description	Hours	Miles	Quantity	Unit Price	Amount
1	6.33 hrs a day x 2 days x 10 buses			126.6	28.00	3,544.80
					Total	3,544.80
					Amount Applied	0.00
					Amount Credited	
					Amount Adjusted	0.00
					Payments and Credits	0.00
					Outstanding balance as of 29-Sep-2020 in USD	3,544.80

PLEASE INCLUDE OUR INVOICE NUMBER AND REMIT DETAILS WITH YOUR PAYMENT



Durham School Services

Invoice 91827000	Invoice Date 01-Dec-2020
Terms 30 Net	Due Date 31-Dec-2020
Purchase Order Number	Sales Order
Customer Number 20615	Customer Location 4027

Bill To:

Attn: Accounts Payable
 OXFORD PUBLIC SCHOOLS (WORCESTER)
 4 MAPLE ROAD - 3RD FLOOR
 OXFORD, MA 01540

Remit To:

Durham School Services
 42A Harlow Street
 Worcester, MA 01605

01-NOV-20 - 30-NOV-20 November 2020 -
 Oxford Monitors

Line Description	Hours	Miles	Quantity	Unit Price	Amount
1 6.33 hrs a day x 14 days x 10 buses			886.2	28.00	24,813.60

Special Instructions

For questions regarding this invoice, please contact your local representative
 or email ARHelpdesk@nelic.com

Total	24,813.60
Amount Applied	0.00
Amount Credited	
Amount Adjusted	0.00
Payments and Credits	0.00
Outstanding balance as of 01-Dec-2020 in USD	24,813.60

PLEASE INCLUDE OUR INVOICE NUMBER AND REMIT DETAILS WITH YOUR PAYMENT



Durham School Services

Invoice 91826613	Invoice Date 04-Nov-2020
Terms 30 Net	Due Date 04-Dec-2020
Purchase Order Number	Sales Order
Customer Number 20615	Customer Location 4027

Bill To:

Attn: Accounts Payable
 OXFORD PUBLIC SCHOOLS (WORCESTER)
 4 MAPLE ROAD - 3RD FLOOR
 OXFORD, MA 01540

Remit To:

Durham School Services
 P. O. Box 415347
 BOSTON, MA 02241-5347

01-NOV-20 - 30-NOV-20 October 2020 -
 Oxford Monitors

Line Description Num	Hours	Miles	Quantity	Unit Price	Amount
1 6.33 hrs a day x 15 days x 10 busses			949.5	28.00	26,586.00

Special Instructions

For questions regarding this invoice, please contact your local representative
 or email ARHelpdesk@nelc.com

Total	26,586.00
Amount Applied	0.00
Amount Credited	
Amount Adjusted	0.00
Payments and Credits	0.00
Outstanding balance as of 04-Nov-2020 in USD	26,586.00

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 DETAILS WITH YOUR PAYMENT***