

August 17, 2000

01-010

PROPOSAL AWARD - SHUTTLE BUS SERVICES

PREPARED BY: Sandy Wanner, Buyer/Contract Specialist

APPROVED BY: Wing-Kit Chung, Director, Financial Services
Dan Moriarty, President

REPORT: A Request for Proposals (RFP) was issued to contract for provision of inter-campus transportation for students and staff. The shuttle bus services will provide a route connecting Southeast Center to Sylvania Campus, requires one 39 passenger capacity vehicle plus two wheelchairs, and will complete three round trips per day. This RFP is for an initial three year contract period, with possible renewals not to exceed five years total term. The RFP was advertised in the Daily Journal of Commerce and posted on the State of Oregon VIP system on July 12, 2000. RFP documents were distributed to four vendors. One contractor submitted a proposal by the due date of July 20, 2000. Award was to be based on a total possible score of 100 points.

<u>Contractor</u>	<u>Points</u>
Evergreen Bus Co., Inc. / d.b.a. Grayline of Portland	100

Note: This firm is not a certified M/W/ESB firm.

The evaluation committee is recommending to award a new contract for Shuttle Bus Services to Evergreen Bus Co., Inc./d.b.a. Grayline of Portland, based on their excellent past performance and because no other proposals were submitted.

RECOMMENDATION: That the Board of Directors award the Shuttle Bus Services contract to Evergreen Bus Co., Inc./d.b.a. Grayline of Portland for the not-to-exceed amount of:

First Year (2000-2001)

\$39,464.70 for 165 days per the school year

Second Year (2001-2002)

\$40,649.40 for 165 days per the school year

Third Year (2002-2003)

\$41,868.75 for 165 days per the school year

(Pricing for years two and three include a 3% increase over the prior year.)

The new contract will be for an initial three year period, with possible renewals not to exceed five years in total. (Total expenditures for all five years will-not-exceed \$215,000.00). Service is scheduled for the First Year, September 25, 2000 through June 15, 2001. Funding will be from the Parking Operations Fund.

Director Hereford moved to approved Resolutions 01-009 through 01-011 and Resolution 01-013 by consent agenda. It passed unanimously.