

BID EVALUATION SHEET

The Bid Evaluation Sheet will be used to determine the “Lowest Responsive Responsible Bidder,” based on the following criteria.

Evaluation Criteria

1. **Bid Price (50 points):** This criterion is based on the Bid Form and other financial analysis as deemed necessary. This includes but is not limited to employee compensation and benefits.
2. **Contractor / Management’s experience; safety and efficiency of organization (10 points):** This criterion involves the quality and style of management and the level of customer service to the District that can be expected from the Bidder and it’s General Manager/Transportation Supervisor, other managers and supervisors, support personnel and the company in general. Demonstrated minimum 5 years’ experience, for the Bidder and the expected management team, in Student Transportation. The known or anticipated working relationship with Bidder will be considered in the evaluation. The demonstrated or perceived commitment to safety and efficiency, which is evident through quality management, drivers and technicians, as well as the ability to work as a team with the District. It is also demonstrated by commitment to student safety and student management. The evidence of the demonstrated commitment should include, but not be limited to, the above listed items.
3. **Driver personnel / training and safety programs (5 points):** This criterion is the demonstrated commitment to thorough and continued training of drivers and an effective process to hire quality drivers. It includes a stated and effective driver and student safety program.
4. **Student Management (5 points):** Bidder must demonstrate evidence of a program and process of dealing, in a timely manner, with student management issues. This should consist of written standards, forms and reports that are used on a daily basis.
5. **Preventative maintenance and personnel (5 points):** Bidder must demonstrate a stated and effective preventative maintenance program with qualified technicians, complete with an ongoing commitment to maintain safe buses.
6. **Bid Procedures and Specifications Compliance (5 points):** Bidder complied with each item of the Bid Procedures and Specifications.
7. **Work Plan (20 points):** The Bidder must provide an overall plan for continuity, beginning at the end of the current school year and continuing through the first month of the next school year. Special attention will be given to the Bidder’s ability to demonstrate efficient routing plans.

Total points available based on Evaluation Criteria

100 points

Note: Based on the District’s evaluation of the above criteria, Bidder must score a minimum of 90 points to be considered “Responsive and Responsible”.