

Invitation to Bid Pupil Transportation Services

June 2026

INSTRUCTIONS TO CONTRACT PROVIDERS BID OVERVIEW

The Board of Education of Dolton School District 148 (hereinafter referred to as the "Board" or the "District") is seeking proposals from qualified pupil transportation management companies to provide transportation services for in-district and out-of-district general education and special education transportation services.

As a part of this measure, sealed proposals are being sought for a Two-Year Contract with an option (at the discretion of the District) for up to three (3) additional one-year extensions for pupil transportation services pursuant to specifications stated herein. All proposals must be in full compliance with applicable laws, rules, and regulations, including but not limited to Section 10-20.21 of the Illinois School Code (105 ILCS 5/10-20.21).

Proposals must show a total price for all items specified herein and cost must be broken down into categories for each item, showing route price (all as more fully set forth on the Request for Proposals ("RFP") attached hereto).

Proposals must be made in accordance with the instructions contained herein. Proposals must be submitted in duplicate (one original and one copy) on forms provided in this RFP in an envelope plainly marked with the Contractor's name and address with the following notation:

Bid Submission Information

All bids must be received no later than Thursday, July 9, 2026 at 10:00 a.m. (CST) at the following address:

Dolton School District 148 Administrative Service Center
114 W. 144th Street
Riverdale, Illinois 60827
Attention: Dr. Alicia Geddis, CSBO Consultant – (GeddisA@district148.net)

Late proposals will not be accepted or considered. Submissions via facsimile or electronic mail will not be accepted under any circumstances.

Public Bid Opening

A public bid opening will be held on Thursday, July 9, 2026 at 10:00 a.m. (CST) at the District Administrative Service Center located at 114 W. 144th St., Riverdale, IL 60827. All interested parties are invited to attend.

Pre-Bid Meeting

A pre-bid meeting will be held on Thursday, July 2, 2026 at 10:00 a.m. (CST) Attendance is mandatory to ensure a clear understanding of all bid requirements and service expectations.

Requests for Clarification

Prospective bidders may submit written questions regarding this Invitation to Bid. All clarification requests must be submitted via email no later than Thursday, July 2, 2026 at 10:00 a.m. (CST).

Submit all requests to:

Dr. Alicia Geddis, CSBO Consultant – (GeddisA@district148.net)

Written responses will be compiled into a formal addendum and posted to the District’s website within twenty-four (24) hours of receipt (during the regular work week).

Award Criteria

The contract shall be awarded to the bidder(s) determined by the Board to best meet the needs of the District. Evaluation criteria will include, but are not limited to:

- Student safety and comfort,
- Stability and reliability of service,
- Quality of operations and communications, and
- Competitive pricing.

The Board reserves the right to reject any or all bids, in whole or in part, and to waive any irregularities, informalities, or technicalities. All decisions of the Board shall be final.

Board Approval

The contract award is anticipated for approval by the Board on Tuesday, July 14, 2026

Table of Contents

SECTION 1: PROPOSAL SUBMISSION OVERVIEW	6
1.1 Mandatory Pre-Proposal Meeting	6
1.2 Questions	6
1.3 Addenda to RFP	6
1.4 Irrevocability of Proposal.....	6
1.5 Proprietary Information.....	6
1.6 RFP Proposal Format	6
SECTION 2: GENERAL CONDITIONS	7
2.1 RFP Documents	7
2.2 Requirements for Signing a Proposal.....	7
2.3 Compliance with Laws	7
2.4 Non-Discrimination.....	7
2.5 Bid Eligibility	8
2.6 Familial Relationships.....	8
2.7 Route Cost	8
2.8 Performance of Routes	9
2.9 Contractor Background and References.....	9
2.10 Illinois Secretary of State Safe Ride Program.....	9
2.11 Litigation/Regulatory Proceedings	9
2.12 Proposal Expenses	9
2.13 Indemnity.....	9
2.14 Subletting or Assignment of Agreement or Funds	10
2.15 Right of Termination	10
2.16 Contractor Default	10
2.17 Payments.....	10
2.18 Tax Exemption.....	11
2.19 Insurance Policies	11
2.20 Bid Bond.....	11
2.21 Contractor Fiscal Responsibility	12
2.22 Performance Bond	12
2.23 Agreement	12
2.24 Confidentiality	12
2.25 Prevailing Wage Act	13

2.26 Proposal Requirements.....	13
SECTION 3: DETAILED SPECIFICATIONS.....	15
3.1 Standard Conditions	15
3.2 School Buses / Vehicles	16
3.3 Service Conditions:	17
3.4 Route Scheduling	19
3.5 Information Requirements	19
3.6 Facility Requirements	21
3.7 Personnel.....	21
3.8 Safety and Discipline	23
SECTION 4: COMPENSATION SCHEDULE.....	25
4.1 Compensation Procedures	25
4.2 Escalator Clause	25
4.3 No Fuel Escalator.....	25
4.4 Contract Awards and/or Rejection.....	25
SECTION 5: DEFINITION OF TERMS	27
SECTION 6: CONTRACTOR RESUME.....	28
APPENDIX A:	29
REQUEST FOR PROPOSAL ACKNOWLEDGEMENT.....	29
APPENDIX B:	30
REFERENCES.....	30
APPENDIX C:.....	31
NON-FAMILIAL RELATIONSHIP CERTIFICATION.....	31
APPENDIX D:.....	32
NON-COLLUSION AFFIDAVIT.....	32
APPENDIX E:.....	33
CERTIFICATE OF SEXUAL HARASSMENT POLICY.....	33
APPENDIX F:.....	34
ANNUAL BASE BID COST	34
APPENDIX G:.....	41
COST SUMMARY	41
APPENDIX H:.....	42
CONTRACTOR BACKGROUND QUESTIONNAIRE.....	42
APPENDIX I:.....	43
COMPLIANCE WITH / EXCEPTIONS TO REQUEST FOR PRICING	43

APPENDIX J:..... 46
CERTIFICATE OF ELIGIBILITY..... 46
APPENDIX K:..... 47
CERTIFICATION OF COMPLIANCE WITH A DRUG-FREE WORK PLACE ACT 47
APPENDIX L:..... 48
TRANSPORTATION SERVICES AGREEMENT 48

SECTION 1: PROPOSAL SUBMISSION OVERVIEW

This section outlines the procedures and guidelines for submitting a proposal in response to this RFP. All prospective bidders must comply with the following submission requirements to be considered for the award.

1.1 Mandatory Pre-Proposal Meeting

Due to the scope of the work involved in the RFP, a pre-proposal meeting will be held on Thursday, July 2, 2026 at 10:00 a.m. (CST) at the District Transportation Center located at 114 W. 144th Street, Riverdale, IL 60827. Proposals WILL NOT be accepted from Contractors who do not attend the pre-proposal meeting in person.

1.2 Questions

The deadline for all questions will be Thursday, July 2, 2026 at 10:00 a.m. (CST). Questions should be forwarded via email to [Geddisa@district148.net].

1.3 Addenda to RFP

If it becomes necessary to revise any part of the RFP, notice of the revision will be emailed in the form of an addendum to all parties who have notified the District of their interest in the bid. Prospective bidders must immediately notify [Geddisa@district148.net] of their interest in submitting a bid and provide their contact information in order to receive any such addenda. All addenda shall become a part of the RFP. Each entity submitting a proposal must acknowledge all addenda that it has received. The failure of a Proposal to receive or acknowledge receipt of any addendum shall not relieve the Contractor of the responsibility of complying with the terms thereof.

1.4 Irrevocability of Proposal

All proposals will be considered for either/or both pieces of work, at the District's discretion. Once submitted, all proposals shall not be withdrawn and shall be irrevocable for a minimum period of ninety (90) calendar days from the date and time for receipt of Proposals set forth herein.

1.5 Proprietary Information

The information provided in this RFP is furnished solely for purposes of preparing a proposal and shall not be used or distributed by the bidder except as necessary to prepare its response or as required by law

1.6 RFP Proposal Format

All Proposals submitted must be in the following order: Cover Letter, Appendices A through L in alpha order, Litigation/Regulatory Proceedings List, Contractor Line of Credit, Proof of ability to obtain Vehicles, Contractor Resume, addendum (if applicable), followed by any additional information the bidder would like to provide in support of their proposal.

SECTION 2: GENERAL CONDITIONS

Acceptance of a Proposal by the District does not constitute a Contract. The final Contract document will be developed by the District and the Board of Education must formally approve execution of a Contract before the document has any legal effect.

The Contractor should expect the following conditions and requirements to be a part of (but not the only terms of) a contract if the District upon review of the submitted RFPs determines that a formal contract is a viable option.

2.1 RFP Documents

Dolton School District 148 Administration Center located at 114 W. 144th Street, Riverdale, IL 60827 or email [Geddisa@district148.net]

The RFP should consist of the following, and should be submitted in the order provided immediately below:

- Instructions to Contract Providers: Request for Proposal Overview;
- Section 1: Proposal Submission Overview;
- Section 2: General Conditions;
- Section 3: Detailed Specifications;
- Section 4: Compensation Schedule;
- Section 5: Definition of Terms;
- Section 6: Contractor Resume;
- Appendices; and
- Addenda, if any.

2.2 Requirements for Signing a Proposal

All Proposals must be signed by a qualified representative of the Contractor. See Appendix A, RFP Signature Form.

2.3 Compliance with Laws

The successful bidder shall at all times observe and comply with all applicable laws, rules, ordinances and regulations, of the Federal, State, County, and other local government agencies including, but not limited to, the Illinois Prevailing Wage Act (820 ILCS § 13011 et seq.), the Illinois Human Rights Act (775 ILCS § 5/1 et seq.), the Equal Employment Opportunity Act (42 U.S.C. § 2000e), and the Illinois Criminal Code (720 ILCS § 5/1 et al.) in performing under the RFP. Provisions of said Acts are hereby incorporated by reference and become a part of these specifications.

All Contractors must submit a completed version of Appendix D, Non-Collusion Affidavit.

2.4 Non-Discrimination

The Contractor, in performing under this RFP, shall not discriminate against any worker, employee, applicant, or any member of the public because of race, creed, sexual orientation, color, age, sex or national origin, or otherwise commit an unfair employment practice including full compliance with the requirements of federal and state civil rights laws, rules and regulations.

The Contractor further agrees that this section will be incorporated by the Contractor in all contracts entered into with suppliers of materials and services, contracts and subcontractors and all labor organizations, furnishing skilled, unskilled and craft union skilled labor, or who may perform any such labor or services in connection with this contract.

2.5 Bid Eligibility

As required by the Criminal Code, 720 ILCS S 5/33E-11, by executing submitting a proposal, the Contractor certifies that it is not barred from contracting with any unit of State of Local Government as a result of a violation of any criminal statute including, but not limited to, the bid rigging (Section 33E-3) or bid rotating (Section 33E-4) provisions of the Criminal Code. The Contractor agrees that if this certification is false, the Board may declare the Contract void.

The Contractor further certifies that it will provide a drug free workplace as required by the Illinois Drug Free Workplace Act, 30 ILCS §§ 580/1 et seq. Each Contractor submitting an RFP with twenty-five (25) or more employees must be accompanied by a Certificate of Compliance with the Illinois Drug-Free Workplace Act certifying that the Contractor shall provide a drug-free workplace for employees engaged in the performance of working under this contract. See Appendix K, Certificate of Compliance with a Drug-Free Work Place. The Certificate certifies that the Contractor shall not engage in the unlawful manufacture, distribution, dispensation, possession, or use of controlled substance in the performance of the contract and that the Contractor is not barred from bidding on public contracts due to a violation of the Illinois Drug-Free Workplace Act (30 ILCS 580/). The contract shall be subject to suspension of payments or termination, or both, if it is determined that the Contractor has made false certification or has violated the certification by failing to carry out the requirements of the Illinois Drug-Free Workplace Act. A copy of the Contractor's current drug and alcohol testing procedures must accompany the RFP and must be in strict compliance with Federal and State regulations.

If applicable, the Contractor shall collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with the provisions of the Illinois Use Tax Act, 35 ILCS 105, regardless of whether the Contractor is “a retailer maintaining a place of business within this State” as defined in Section 2 of the Use Tax Act.

820 ILCS 130/.01 et seq. requires that the prevailing rate of wages shall be paid to all laborers, workers, and mechanics performing work under the awarded Contract.

2.6 Familial Relationships

Each Proposal must be accompanied by a sworn and notarized statement, in the form contained in Appendix C hereto, disclosing any familial relationship that exists between the owner(s) and/or any employee of the Contractor and any member of the Board or the Superintendent of the District. A Proposal that does not include this sworn and notarized familial relationship disclosure statement will not be considered responsive and will be rejected by the Board. See Appendix C, Non-Familial Relationship Affidavit.

2.7 Route Cost

Each Contractor must provide its proposed cost for each type of route described on Appendix F for the initial two-year term. Such cost must be based on generally accepted accounting principles and may not be increased if the RFP is accepted by the School Board, for each and every expenditure category and account for performing said transportation services. In addition, each Contractor must provide its estimated annual cost for the initial two-year term, based on the estimated number of routes provided on Appendix F, by completing Appendix G hereto.

2.8 Performance of Routes

The Contractor's base bid must include pricing for all pupil transportation services as described in this RFP. Moreover, the Contractor, by submitting its Proposal, agrees to convene monthly or more frequently if requested, with representatives of the District, for the purpose of evaluating the efficiency of the performance of the Agreement, including but not limited to, a decrease in the number of routes or a decrease in the number of transportation staff or other employees necessary to carry out the provisions of the Agreement as contemplated herein. The Board reserves the right to increase or decrease the numbers of routes at any time and shall adjust the payment equitably. As part of this process, and by submitting their proposal, the Contractor agrees to pass along any savings to the District.

2.9 Contractor Background and References

The Contractor must provide a minimum of three references from school districts in the State of Illinois for which the Contractor operates between 20 - 50 buses, on the form provided in Appendix B. The Proposal must also complete a contractor background questionnaire, which is attached hereto as Appendix H.

2.10 Illinois Secretary of State Safe Ride Program

Each RFP must be accompanied by a sworn and notarized affidavit to be in compliance with the Illinois Secretary of State Safe Ride Program as it pertains to school bus transportation.

2.11 Litigation/Regulatory Proceedings

The Contractor must provide a list of all litigation and regulatory proceedings that it has been involved in within the past five (5) years; to the extent such litigation or regulatory proceeding pertains to the provision of transportation services to schools, or noncompliance of the Contractor's supplies, equipment of services, or the Contractor's working conditions and employment practices. The District reserves the right to nullify at its discretion the contract in part or in whole if it becomes aware the Contractor failed to disclose any litigation or regulatory proceedings.

2.12 Proposal Expenses

Costs incurred in preparation of any response to this RFP directly or indirectly, or any matters related thereto shall be the sole responsibility of the Contractor and shall not be reimbursed in any manner by the Board.

Each Contractor agrees that the evaluation of its bid by the Board involves considerable effort by the staff. Contractors who choose to submit a response will do so in consideration of the specific condition contained in this paragraph, or they should not bid.

Any Contractor who challenges the Board's decision, in any type of litigation, shall, unless Contractor prevails in such litigation, be responsible for the Board's attorney fees, costs and expenses, in defending such litigation.

Materials submitted by the Contractors will become the property of the Board. Any selection or rejection does not affect this right. All materials submitted will be retained by the Board and not returned to the Contractor.

2.13 Indemnity

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Board, its individual Board members, officers, employees and agents (collectively, the "indemnitees") from and against all

suits, actions, demands, liabilities, costs, fines, fees, expenses, including, but not limited to attorneys' fees and court costs, arising from, related to or connected with any act or omission of the Contractor and from any breach of the Contract by the Contractor. The contractor shall, at its own expense, appear, defend and pay all charges of attorneys costs and any other expenses arising there from or incurred against the Board in any such action, except to the extent caused by any negligence of the Board or its employees. Additionally, the Contractor waives any limitation of liability provided under the Illinois Workers' Compensation Act or interpretations of said Act.

2.14 Subletting or Assignment of Agreement or Funds

The Agreement (as defined herein) shall not be assigned or any part of the same subcontracted without prior written consent of the Board, but in no case shall such consent relieve the Contractor from its obligations or change the terms of the Agreement. The Contractor shall not transfer or assign any contract funds or claims due or to become due without the written approval of the Board having first been obtained. The transfer or assignment of any funds either in whole or in part, or any interest therein, which shall be due or to become due the Contractor, shall cause the annulment of said transfer or assignment.

2.15 Right of Termination

The Board has the right to terminate the Agreement in part or whole upon sixty (60) days written notice to the Contractor.

2.16 Contractor Default

The Board may, subject to the provisions specified herein, by written notice of default to the Contractor, terminate the whole or any part of the Agreement in any one of the following circumstances:

1. If the Contractor fails to make delivery or to perform any portion of the services within the time specified herein or any extension thereof; or
2. If the Contractor fails to perform any of the other provisions of the Agreement, or so fails to make progress as to endanger performance of the Agreement in accordance with its terms, and in either of these two circumstances, does not correct such failure within a period of four (4) calendar days (or such other period as the Board may authorize in writing) after receipt of notice from the Board or designee specifying such failure.

In the event the Board terminates the Agreement in whole or in part as provided above, the Board may procure, upon such terms and in such manner as the Board may deem appropriate, supplies or services similar to those terminated, and the Contractor shall be liable to the Board for any excess cost for such similar supplies for services: provided, that the Contractor shall continue the performance of the Agreement to the extent not terminated under the provisions of this clause.

2.17 Payments

Payments will be made in accordance with the Local Government Prompt Payment Act. Typically, payments are approved by the Board at the first board meeting each month provided said service has been properly provided, approved by the appropriate District Administrator and accepted by the Board.

The Board recognizes that there are obligations which, if paid on a timely basis, could gain discounts. Bidders should include their discounts in the space provided on the RFP sheet. For example: 2/10 Net 30. Discounts

will not be taken into consideration in determining the successful bidder.

2.18 Tax Exemption

Dolton School District 148 is exempt from Federal, State and Municipal Taxes. The Contractor shall secure all permits (if any), fees and licenses necessary for the execution of the work. The District's Illinois State Tax Exempt Number shall be provided to the selected contractor.

2.19 Insurance Policies

The Contractor shall maintain, at its cost and expense for the duration of the term of the Agreement, the following insurance policies with companies licensed to do business in the State of Illinois:

Commercial General Liability Insurance, on an occurrence basis, with a limit of not less than \$5,000,000 per occurrence and \$5,000,000 in the aggregate.

Automobile Liability Insurance, with a limit of not less than \$5,000,000 each accident and such insurance shall cover liability arising out of any auto (including, owned, hired and non-owned autos);

Worker's Compensation Insurance in the minimum amounts required by law and Employer's Liability Insurance with limits of not less than \$1,000,000 for each accident for bodily injury by accident and \$1,000,000 each employee for bodily injury by disease; and

Excess or Umbrella Liability Insurance, on an occurrence basis, with limits of not less than \$15,000,000 per occurrence and in the aggregate. Excess/Umbrella Insurance shall follow the form of the underlying policy in all respects.

Sexual Abuse and Molestation Liability Coverage, either through the Commercial General Liability policy or as a separate policy, with limits of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate.

All of the required insurance policies, with the sole exception of Worker's Compensation Insurance, shall name the Indemnitees (as defined herein) as additional insureds thereon on a primary and non-contributory basis.

Bidders shall submit a certificate of insurance with their bid evidence that they have the above required insurance at least twenty (20) days prior to the Commencement of the awarded Contract or they may submit a letter from a licensed insurance company in Illinois indicating that the bidder is able to procure such policies in the event it is awarded the bid. Upon award of the contract, the successful bidder shall provide the Board with a certificate of insurance, in a form acceptable to the Board, evidencing the insurance requirements herein and shall provide an updated certificate of insurance on a yearly basis thereafter and upon demand of the Board. The successful bidder waives any right of subrogation and any of its insurers may have against any of the indemnitees.

Each insurance company must agree not to terminate their coverage without a thirty (30) day prior written notice to both the District and Carrier and to include this clause in the insurance policy. In such case of termination, the Carrier will provide evidence of new insurance at the earliest possible date, but not less than ten (10) days prior to the termination of the original policy.

2.20 Bid Bond

A bid bond or cashier's check in the amount of ten percent (10%) of the estimated cost of the first year of service must be included with the bidder's proposal ("Bid Security"). By submitting a bid, it is agreed that the

Bid Security will be forfeited if the bidder fails to furnish a Performance Bond in conformity with Section 2.22 below within seven (7) business days after notification of the award to the bidder. The Bid Security, except that of the successful bidder, will be returned promptly after the successful bidder and the Board executes a contract.

2.21 Contractor Fiscal Responsibility

To ensure good service and ability to replace old buses, the Board requests certain information concerning the bidders' financial stability. Specifically, all bidders must provide an audited financial statement for the most recent fiscal year. The Board may inquire as to the financial stability of the bidder and may request financial references. Such information shall be provided by the bidder within forty-eight (48) hours.

2.22 Performance Bond

If a contract is awarded, the Contractor within seven (7) business days following the contract award shall furnish a Performance Bond. The Performance Bond shall be in an amount equal to one hundred percent (100%) of the amount of the annual base contract, as a security for the faithful performance of the contract. Such a bond shall be in a form and with a surety acceptable to the District and shall not include a limitation period shorter than that provided by Illinois Law. The bond shall name the District as primary co-obligee and shall be deemed to include the terms listed with this RFP. The anticipated cost to provide such bond shall be shown where indicated on the pricing page and shall be paid by the Contractor. The performance Bond shall guarantee the performance of the duties placed on the Contractor pursuant to the contract with the District and shall indemnify the Board from liability or loss resulting to the Board from any failure of the Contractor to fully perform each or all said duties. The Bond shall be deemed to cover all such duties.

The Performance Bond provided shall be placed with a surety company or companies having a policyholder's rating not lower than "A" and a financial rating not lower than "XII" in the A.M. Best Insurance Company Rating (current) unless a lower rating is approved by the District in writing. If at any time the District shall become dissatisfied with any security or sureties then upon the bond, or for any reason such bonds cease to be adequate security for the District, the Contractor shall within five (5) days after notice to do so, substitute an acceptable bond in such form and sum and signed by such other sureties as may be satisfactory to the District. No further payments shall be deemed due nor shall be made until the new sureties shall have qualified.

2.23 Agreement

The Contractor shall submit a fully executed Transportation Services Agreement ("TS Agreement") with its proposal on the form contained herein on Appendix I. Receipt of a Proposal does not bind the Board. The Board shall not be bound to a contract until a proposal is awarded by the Board, and the TS Agreement (attached hereto) is executed on its behalf.

2.24 Confidentiality

The Board is subject to the Illinois Freedom of Information Act, 5 ILCS 14/1, et seq. ("FOIA"), and any and all information submitted by the bidders, including the Contractor, to the Board is subject to disclosure to third parties in accordance with FOIA. If a bidder or the Contractor intends for the Board to withhold its trade secrets, commercial information, or financial information from disclosure to a third party in response to a FOIA request, the bidder or the Contractor must include with its bid submittal a written notification specifically identifying such information, along with a statement that disclosure of such information will cause competitive harm to the bidder or the Contractor, as provided by FOIA Section 7(1)(g), 5 ILCS 140\7(1)(g). Any content not so marked by the bidder or Contractor at the time of bid submittal will be presumed to be open to public inspection. The bidder or Contractor may be required to substantiate the basis for its claims at a later time. The bidder or Contractor agrees to waive all claims and causes of action against the Board for release to third parties

of any documents submitted pursuant to this solicitation for bids. Notwithstanding timely notice received from a bidder or Contractor in accordance with Section 7(1)(g), the Board reserves the right, in its sole discretion and subject only to applicable law, to withhold or release the subject information in response to a FOIA request.

2.25 Prevailing Wage Act

820 ILCS 130/.01 et seq. requires that the prevailing rate of wages shall be paid to all laborers, workers, and mechanics performing work under the contract.

2.26 Proposal Requirements

Proposals must include a completed Deviation Form for any proposed changes to RFP specifications, and an Acknowledgement Form for all issued addenda.

All bidders must submit the following:

1. A certificate of insurance evidence that they have the required insurance or a letter from a licensed insurance company in Illinois indicating that the bidder is able to procure such policies in the event it is awarded the bid.
2. Bid Security.
3. Evidence of the bidder's ability to purchase or lease all required vehicles and other equipment, with a reputable vehicle manufacturer, vendor or broker, and a financing commitment, letter of credit or other evidence of available funding for such purchase or lease.
4. A list of all litigation and regulatory proceedings the company has been involved in within the past five (5) years, to the extent such litigation or regulatory proceeding pertains to the provision of transportation services to schools, or noncompliance of the Contractor's supplies, equipment of services, or the Contractor's working conditions and employment practices, with the Occupational Safety and Health Act and other state and federal requirements;
5. An audited financial statement for the most recent fiscal year.
6. Contractor Resume.
7. Appendix A: Request for Proposal Acknowledgement.
8. Appendix B: References.
9. Appendix C: Non-Familial Relationship Certification.
10. Appendix D: Non-Collusion Affidavit.
11. Appendix E: Certificate of Sexual Harassment Policy.
12. Appendix F: Annual Base Bid Cost.
13. Appendix G: Cost Summary.
14. Appendix H: Contractor Background Questionnaire.
15. Appendix I: Transportation Services Agreement; and
16. Acknowledgement of Addenda, if any.

Any proposal that does not contain a completed version of all of the above documents will be rejected.

****Multiple Vendor Approval: ****

To ensure flexibility in addressing variable transportation needs throughout the school year, the District reserves the right to approve and enter into agreements with multiple qualified transportation providers as a result of this bid process. Vendors will be selected based on compliance with all specifications, cost, service quality, and safety. The District may allocate routes and services among approved vendors based on performance, capacity, operational needs, or emergency circumstances, at its sole discretion.

****Faith's Law Requirements****

If the Contractor is awarded a contract, in accordance with 105 ILCS 5/22-94(g), the Contractor agrees it will not enter into any collective bargaining agreement, employment contract, agreement for resignation or termination, severance agreement, or any other contract or agreement that: (1) has the effect of suppressing information concerning a pending investigation or a completed investigation in which an allegation was substantiated related to a report of suspected sexual misconduct by a current or former employee, (2) affects the ability of the Contractor to report suspected sexual misconduct to the appropriate authorities, or (3) requires the Contractor to expunge information about allegations or findings of suspected sexual misconduct from any documents maintained by the Contractor, unless, after an investigation, an allegation is found to be false, unfounded, or unsubstantiated.

SECTION 3: DETAILED SPECIFICATIONS

The following specifications and requirements will be a part of the Agreement.

Each Contractor must submit an Emergency Operations Plan that includes driver dry runs prior to school start and dispatch communication plans, including family outreach procedures.

3.1 Standard Conditions

- A. The District provides transportation services to students who reside within the boundaries of the District. Special education students are transported round trip to designated locations determined by the District.
- B. The Contractor shall furnish equipment and personnel sufficient to fulfill the requirements of the routes as provided by the District.
- C. Students are transported round trip to designated locations determined by the District. Special education students are transported round trip to designated locations determined by the District.
- D. Special education students are transported round trip (curb to curb), including some transfers from school to school and/or an alternate locations.
- E. The term of the Contract will be for two (2) years beginning Date, through June 30, 2028, with up to three (3) one-year extensions, at the option of the Board.
- F. Special Education students are picked-up and delivered door-to-door and shall be deposited at school in a like manner. The delivery and pick-up of students shall conform to District policies.
- G. The District requires that special education students be delivered to their home or an authorized alternate location in the presence of the parent/guardian or an authorized adult unless a release has been provided by the parent/guardian and has been approved by the District.
- H. Students will be picked up from the same address each day and may be delivered to an alternate location as long as it is consistent each day. Special Education students must be delivered to an adult, older sibling or by latch key authorization from a legal guardian.
- I. All equipment and personnel provided by the Contractor must be in compliance with all applicable law, rules, regulations, and statutes.
- J. All drivers and monitors will be required to participate in two (2), four (4) hour Inservice trainings provided by the Dolton School District 148. The first in service will be provided in August and the second Inservice will be provided in January.
- K. All employees that transport or work with special education students must have successfully completed a comprehensive special education training program approved by the District's Directors of Transportation and Special Education Department prior to beginning a work assignment. Proof of completion must be provided to the District within

five business days or Completion.

- L. The Contractor will work closely with the District's Director of Transportation and/or their designee during the term of the Contract.

3.2 School Buses / Vehicles

- C. The Contractor must submit evidence of its ability to purchase or lease all required vehicles and other equipment, with a reputable vehicle manufacturer, vendor or broker, and a financing commitment, letter of credit or other evidence of available funding for such purchase or lease.
- D. The Contractor's vehicles may not exceed ten (10) years of age or 200,000 miles.
- E. The Contractor shall provide the necessary supplies, parts and service to maintain all vehicles in a safe, clean and sanitary condition, inside and out. The District reserves the right to inspect the Contractor's equipment at any time and has the authority, in its sole discretion, to require the Contractor to make repairs, replace parts, or replace vehicles. A penalty of \$200.00 per vehicle per occurrence will be accepted when it is determined that the Contractor's vehicle does not meet the requirements set forth in this RFP.
- F. The design of the school bus and the proposed equipment for the school bus shall be subject to the approval of the Dolton School District 148 Director of Transportation. All buses used for transportation under this agreement shall be equipped with operating air-conditioning systems and must be available for use during the regular school term when required.
- G. It is generally understood that this RFP is based on buses without seat belts. If any applicable ordinance, or state or federal law, or any administrative rule or regulations in the future require the installation of seat belts on the school buses serving the District, said Contractor shall install seat belts as required in all buses at the Contractor's expense. In the event any grant funding for installation of the seat belts becomes available, the District agrees to make application for such funding, to the extent possible and practicable and if the District is successful in obtaining any such grant it will utilize the same, to the extent legally permissible, to either reimburse the Contractor for installations already completed or proceed with contracting out the installation; provided, however, nothing herein shall be construed to obligate the District to make any application for any loan for such purposes nor for any grant which would obligate the District to pay a portion of the cost of installation.
- H. Shoulder straps, special support, student safety devices, wheelchair restraint systems and all other safety devices shall be provided in accordance with all applicable laws or when they are deemed necessary by the District and shall be provided by the Contractor at no additional cost to the District.
- I. All buses must be structured and reconfigured to accommodate student needs. All buses that transport wheelchair students must be equipped in accordance with all applicable laws, rules and regulations, to accommodate all varieties of wheelchairs, manual or otherwise.
- J. Contractors may propose the use of First Division Vehicles (such as minivans or Sport Utility Vehicles) for the transportation of individual students to specialized placements or vocational programs, pending District approval.
- K. All vehicles must be clearly labeled with the Contractor's name. Each vehicle must have route place cards located in the first window behind the entry door.

- L. All vehicles shall be equipped with a two-way radio communication system, operative at all times with a full-time base station. The Contractor will operate and maintain the two-way communication so that clear channels are always available in case emergency communication is required. The Contractor will provide to the District, at no cost, Five (5) portable handheld radios programmed to hear and communicate with all Contractor buses and base station.
- M. Each bus shall be equipped with digital camera technology, to ensure the safety and well-being of all riders. At a minimum the system must have two viewing angles (driver/door and isles). In addition the system must be capable of recording in color and be viewable in low light conditions. The system must be able to store a minimum of thirty (30) days of video, and the Contractor must maintain video for at least thirty (30) days. The Contractor shall make the video available to the District within four (4) hours of any request. The Contractor will be assessed a \$200.00 penalty each time a video request is not fulfilled within the four (4) hour time limit. The Contractor acknowledges and agrees that the District has sole rights to any audio/video recorded in the course of providing transportation services to the District, and cannot use, distribute, or copy any such audio/video recordings without the District's written consent. The Contractor shall consider all audio/video recordings of any students confidential. The Contractor's recording, use, and storage of any audio/video in the course of providing transportation services to the District shall be in strict compliance with all policies and procedures established by the law and Board policy. At the conclusion of the term of the Agreement, all recordings in the Contractor's possession shall be turned over to agents of the District, and any copies shall be immediately destroyed.
- N. All vehicles must be equipped with Global Positioning System technology.
- O. All vehicles must be equipped with a child check alarm system.
- P. The number of buses/vans and the routes they take (as set forth herein) is not binding on the District. If additional equipment is needed by the District, the Contractor shall secure such equipment as quickly as possible. There is no guarantee as to the number of buses or routes needed and the District reserves the right to require additional equipment and routes.
- Q. Bidders must also include pricing for optional transportation services including field trips, early/late bus runs, and special transport for individual students.
- R. The Contractor agrees to provide an adequate number of standby vehicles to ensure uninterrupted service to the District. An adequate number of standby vehicles shall be defined as at least ten percent (10%) of the number of vehicles that operate the District's transportation services.

3.3 Service Conditions:

- A. The District will provide the Contractor with student information and routes and will update as necessary. The Contractor is required to fulfill route changes within forty-eight (48) hours of receiving said changes. The Contractor has no authority to modify, change or adjust route directions, packages and/or student information without the written consent from the Director of Transportation or designee.
- B. Scheduling of arrivals and departures of the buses from the various school locations shall conform to the District's calendar and timetables and must allow sufficient time flexibility to enable the Contractor to respond to emergency situations. If the Contractor fails to provide service or modifies, changes or adjusts route directions on any regularly scheduled route, the Contractor will be charged a penalty of \$200.00 plus the daily rate per vehicle, per occurrence to be withheld from the next subsequent

payment due. The District will notify Contractor of such action within ninety-six (96) hours of the District becoming aware of such an occurrence.

- C. The Contractor shall be responsible for informing all parents/guardians of routes, the scheduled pick-up and return times. The Contractor shall maintain consistent schedules in this regard. The initial notification to the parent/guardian and District must occur at least seven (7) days in advance of the first day of school.
- D. Students are picked-up and delivered to pre-established bus stops. The delivery and pick-up of students shall conform to District policies.
- E. Students are to be delivered to school no earlier than fifteen (15) minutes or later than five (5) minutes prior to the start of their school day. An authorized representative of the school must be present on arrival. The Contractor will be charged a \$200.00 per occurrence penalty to be withheld from the next subsequent payment due for failure to arrive at school five (5) minutes prior to the start of the school day unless an advance approval is given by the District's Director of Transportation or designee. Conditions such as weather, accidents that impede traffic and construction that are outside the Contractor's reasonable control will not result in the assessment of a penalty provided that prompt notice was given to the District's Director of Transportation via email.
- F. No unauthorized person/s shall be allowed in any vehicle while engaged in transporting students; however, the District reserves the right to have an authorized District employee ride on any bus, on any contracted route, without prior notice to the Contractor.
- G. No student will be transferred from one vehicle to another. The only exception would be in a vehicle breakdown situation where the Building Principal should be notified as soon as possible after the fact.
- H. If during the hours of operation, a vehicle breaks down or cannot be safely and legally operated, another vehicle will be brought to the location within twenty (20) minutes of the occurrence of the breakdown. The Contractor shall maintain sufficient standby vehicles and personnel to enable the Contractor to continue services as required hereunder. In the event of an accident, a substitute driver and bus must be provided if requested by the District.
- I. Homebound buses must be parked in place prior to the school dismissal bell and will not depart until five (5) minutes after the school dismissal bell rings and when all riders have boarded and are properly seated. The Contractor will be charged a \$150.00 per occurrence penalty to be withheld from the next subsequent payment due for failure to arrive at school prior to the dismissal bell time unless approved in advance by the Director of Transportation or designee. The District will notify the Contractor of such action within thirty (30) days of the District becoming aware of such occurrence. Conditions such as weather, accidents that impede traffic and construction that are outside the Contractor's control will not result in the assessment of a penalty provided that prompt notice was given to the Director of Transportation or designee via email.
- J. The Contractor shall maintain telephone communication from 4:30 am - 7:00 pm (CST) and continue until the last student has been delivered to their destination. This includes but may not be limited to the following routes: Multi-Tier System, Late Activity, Special Services, Home to School, and Shuttle trips.
- K. In emergency closing situations, the Contractor will follow instructions from the Director of Transportation or designee. In the event of an immediate emergency, the Contractor will make necessary decisions to protect the welfare of the students.

3.4 Route Scheduling

- A. The District will provide the Contractor with complete routes, School Calendars, school arrival and dismissal times no later than fourteen days prior to the first day of school. However, deviations in schedules, at the discretion of the District, may occur from time to time and should be anticipated.
- B. Students will be picked up from the same bus stop each day and may be delivered to an alternate location as long as it is consistent each day.
- C. Subsequent to providing the initial routes, student additions, deletions and changes will be provided to the Contractor from time to time by the District.
- D. All route directions, student data and maps shall remain the property of the District and shall be surrendered by the Contractor upon termination of the Agreement.
- E. The Contractor must provide, by August 30th of each year the following information concerning each route and from time to time as adjustments or changes are made:
 - Name of the driver(s)
 - Name of the bus monitor(s)
 - Bus number and route number(s)
 - Other information deemed necessary by the District
- F. No change in pick-up or drop-off locations for any student shall be affected without prior written approval from an authorized employee of the District. The Contractor must direct all parent/guardian concerns to the District office for assistance.

3.5 Information Requirements

- A. The Contractor shall only employ and/or contract with personnel qualified and licensed in Illinois to perform their respective duties. No later than fifteen (15) days before the first day of school and within twenty-four (24) business hours of any request thereafter by the District, the Contractor, at its cost, shall submit and maintain documentation about each Contractor employee involved in the performance of transportation services pursuant to this RFP, including, but not limited to:
 - i. Legal name.
 - ii. Evidence of all drivers' compliance with each requirement set forth in 625 ILCS 5/6-106.1, including each driver's Commercial Driver's License numbers and/or school bus driver permit number,
 - iii. Evidence of all drivers and monitors successfully passing drug and alcohol screening, as required by the Illinois Department of Transportation.
 - iv. Evidence that the drivers and monitors are not listed on the Illinois Sex Offender Database or the Illinois Child Murderer and Violent Offender against Youth Database in addition to drivers and monitors submitting to a fingerprint-based background conducted by the District at the Contractor's expense.
 - v. Evidence that all drivers and monitors have submitted to and passed a physical examination, and evidence of all drivers successfully completing all medical and physical requirements set forth in 92 Ill. Admin. Code § 1035.20;
 - vi. Copies of each employee's signed statement acknowledging his/her status as a Department of Children and Family Services Mandated Reporter. All Contractor employees shall sign a statement on a form prescribed by the District to the effect that he/she has knowledge and understanding of reporting requirements of the Illinois Abused and Neglected Child Reporting

Act. The Contractor shall provide each employee with the form and implement a procedure for the form to be signed and included in his/her record on or before his/her first day of service;

- vii. Evidence that the Contractor has performed an Employment History Review (EHR) for each employee, in accordance with the requirements of 105 ILCS 5/22-94, as amended. Either at the time of initial hiring or prior to assigning any employee to perform work in the District involving direct contact with children or students, the Contractor will perform an EHR for the employee, in accordance with the requirements of [105 ILCS 5/22-94](#), as it may be amended from time to time. Notwithstanding the foregoing, if Contractor is furnishing substitute staffing services, Contractor shall perform the EHR upon initial hiring of the substitute employee. In performing the EHR, the Contractor agrees it will provide the employee with: (1) a *Sexual Misconduct Disclosure* form, using the Ill. State Board of Education's (ISBE) *Sexual Misconduct Disclosure Template for Applicant* at www.isbe.net/Documents/Temp1-ISBE-Sexual-Misconduct-Disclosure-Form-Applicant.pdf and (2) copies of the *Authorization for Release of Sexual Misconduct-Related Information and Current/Former Employer Response* form, using ISBE's *Authorization for Release of Sexual Misconduct-Related Information and Current/Former Employer Response Template* at www.isbe.net/Documents/Temp2-Auth-Release-Sexual-Misconduct-Related-Info.pdf for the employee to complete for each current employer and for each former employer where the employee worked in direct contact with children or students. The Contractor shall provide to all employers identified by the employee in Section 3 of the *Authorization for Release of Sexual Misconduct-Related Information and Current/Former Employer Response* form a copy of the *Authorization for Release of Sexual Misconduct-Related Information and Current/Former Employer Response* form ([105 ILCS 5/22-94\(c\)\(4\)](#), added by P.A. 102-702, eff. 7-1-23). The Contractor will instruct the identified employer(s) to return the completed form(s) to the Contractor within 20 calendar days after receipt. The Contractor shall immediately inform the District of any instances of sexual misconduct involving the employee as set forth in [105 ILCS 5/22-94\(j\)\(3\)](#). The Contractor shall maintain all records of EHRs and upon the District's request shall provide the District with access to and copies of records pertaining to the EHRs of Contractor employees. The Contractor shall not send to any school building or other District property: (1) any employee for whom an EHR has not been performed, (2) any employee who provides false information or willingly fails to disclose information required by the EHR, or (3) any employee to whom the District objects after the Contractor informs it of an instance of sexual misconduct involving the employee as set forth in [105 ILCS 5/22-94\(j\)\(3\)](#). [105 ILCS 5/22-94\(e\)](#) provides that a "contractor who provides information or records about a current or former employee or applicant under this Section [[105 ILCS 5/22-94](#)] is immune from criminal and civil liability for the disclosure of the information or records, unless the information or records provided were knowingly false."

- viii. Notice if any driver is ticketed and/or arrested on any offense during the term of the Agreement.

- B. The following information for all bus monitors involved in the contract under the employment of the Contractor will be provided to the Director of Transportation seven (7) days prior to the first day of school each year:
 - i. First, Middle, and Last Name.
 - ii. Evidence of freedom from tuberculosis.
 - iii. Proof monitors are at least twenty-one (21) years of age.
 - iv. Proof and date of health certification are equal to the bus driver's requirements.
 - v. Evidence of passing the criminal background check and Employment History Review equal to the bus driver's requirements listed in Section 3.5(A).
- C. The information required in this Section 3.5 shall be provided for new hires within one week of their

employment.

- D. Seven (7) days prior to the first day of each school year under the Agreement, the Contractor shall provide the District with the following information on all vehicles used to transport District students:
 - i. Make, model, year and serial number of each vehicle.
 - ii. State license number and safety inspection sticker number.
 - iii. Capacity of vehicle.
 - iv. Specialized equipment on vehicles.
 - v. Ownership of vehicles.
 - vi. Current odometer reading
 - vii. Vehicle maintenance history and past safety inspections shall be available to the District upon request.

- E. Subsequent to the initial yearly vehicle report, the Contractor shall provide the same information on any newly acquired buses and shall update the information on state license and safety inspection stickers whenever this information changes.

3.6 Facility Requirements

- A. The Contractor shall maintain a facility or facilities sufficient to fulfill all contractual obligations under this agreement, including timely and reliable transportation services, vehicle maintenance, driver support, and communication with District personnel. The Contractor is not required to maintain a facility within a specified mileage radius, provided it can demonstrate the ability to meet all service requirements such as route start times, emergency response, vehicle readiness, and staffing on a consistent basis. Dolton School District 148 reserves the right to assess whether the Contractor's operations and logistical capabilities adequately support the needs of the District and may require adjustments if performance is insufficient.

Bidders are encouraged to provide a description of their driver training programs, especially in the areas of behavior management, medical response, and communication with special needs students. Bidders are encouraged to provide a description of their driver training programs, especially in the areas of behavior management, medical response, and communication with special needs students.

- B. The Contractor's facility must include sufficient phone service to accommodate heavy call periods, Phones must include a minimum of three rollover lines for use, one line for school administration use only (private line), one fax line and enough internet service to meet heavy usage periods.

- C. The Contractor is expected to dispatch and store student transport vehicles at a location that enables consistent, timely service to and from the District. Routes must be scheduled and managed in a manner that ensures punctuality and operational efficiency for all Dolton School District 148 transportation services.

3.7 Personnel

- A. The Contractor shall provide adequate supervisors, dispatch and office-personnel, drivers and monitors to fulfill the requirements herein. Such personnel must be available to the District during each business day. The Contractor is required to have someone available, at all times between 4:30 am and 7:00 pm (CST) on regular school days or until the last student has been dropped off at their designated location. In addition to the regular school day schedule, the contractor must also have a supervisor available for all extracurricular events and activities regardless of the weekday.

- B. Excessive absenteeism among Contractor's employees can significantly affect the pupil transportation needs of the District. The Contractor must maintain trained and qualified substitutes available to ensure the needs of the District are fully met. The Contractor, at its expense, will maintain a sufficient number of substitute drivers and monitors not assigned permanent routes to be used to cover bus schedules when drivers or monitors are absent.
- C. The Contractor shall be highly selective in the hiring of drivers and bus monitors. They must be persons of ability, character, integrity and fitness.
- D. The Contractor shall employ only qualified drivers and monitors who are required at all times to exercise the highest degree of care, observe and comply with all applicable laws, ordinances, rules and regulations, which may in any manner affect the performance of the contract including policies set forth by the Board.
- E. While transporting students, vehicles shall not be operated by any person other than a licensed driver meeting all requirements as set forth by the Illinois State Board of Education and the Illinois Secretary of State and any other applicable laws, rules or regulations.
- F. The District respects and honors the Contractor's authority concerning dismissal or discipline of a particular employee. However, the District reserves the right to request the removal or reassignment of an employee working under the Agreement.
- G. The Contractor shall at all times keep all drivers, monitors, supervisors and other employees informed of applicable District policies, rules and regulations governing the operation of school buses, the conduct of students, and methods and procedures for maintaining discipline. All transportation related discipline problems will be handled in conformance with District policies. The final decision with respect to all student discipline incidents, and any exclusion of students from transportation services, shall rest with the District. In no case will a driver ever employ physical force or eject a student from a vehicle for misbehavior. All student discipline concerns, or incidents, shall be reported in writing to the appropriate District administrator following completion of the Route. Further procedures and regulations for the administration of discipline shall be established cooperatively between the District and the Contractor.
- H. Employees must be at least twenty-one (21) years of age, be a legal resident of the United States, be conversant with the English language and meet all other legal requirements prior to being placed in a position with the Contractor to work under the Agreement. All employees that transport or work with special education students must have successfully completed a comprehensive special education training program approved by the District's Directors of Transportation and Special Education Department prior to beginning a work assignment. Proof of completion must be provided to the District within five (5) business days of Completion.
- I. The District reserves the right to audit payroll records and/or timecards of the Contractor, and its employees directly involved in the transportation of District students. The Contractor must have a monitoring system in place to ensure the employees are on site at the facilities and that the duration of the time indicated matches that noted on the invoice.
- J. If the Superintendent of the District closes the school in the District to ensure the health and safety of any person or for any other lawful reason, then the District shall not be obligated to pay for any services hereunder, provided that the District has notified the Contractor by 5:30 am (CST) of the particular day.

3.8 Safety and Discipline

- A. The Contractor must immediately notify the Director of Transportation or designee of any motor vehicle accident that occurs while providing services under this RFP. The Contractor shall update the District as new information develops and will submit a detailed written report to the Director of Transportation as soon as possible but no later than twenty-four hours from such occurrence.
- B. Each driver shall complete a thorough inspection of the vehicle at the end of each run to ensure no student(s) have fallen asleep or still occupy the school bus, lost articles or property damage.
- C. The Contractor will be charged a \$10,000.00 per occurrence penalty to be withheld from the next subsequent payment due if a student is found on a school bus after a route is completed. The District will notify the Contractor of such action within thirty (30) days of the District becoming aware of such occurrence. The Contractor shall provide and carry out a school bus safety program. The program will be provided to all District schools. The program shall include the performance of a yearly bus evacuation drill per State of Illinois regulations. The Contractor shall provide a confirmation letter verifying completion of evacuations to the Director of Transportation.
- D. In addition to the required training provided by the school district, the Contractor shall be responsible for implementing and maintaining a comprehensive student safety and special education employee training program. Training must include the following but not limited to Special Education Disabilities, Special Education Equipment, Occupational Safety and Health Administration based workplace safety, Blood Borne Pathogens, Ethics and Boundaries and Sexual Harassment. A summary of the programs shall be provided to the District for review.
- E. Each Proposal must be accompanied by a certificate, in the form provided in Appendix E, regarding a Sexual Harassment Policy certifying that the Contractor has a written sexual harassment policy as required by section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105).
- F. All student data will be treated as confidential information and shall not be given or sold to any third party by the Contractor. The Contractor shall not disclose the District's "school student record" or "educational record" information (as those terms are defined by applicable state and federal laws) to any third party without the District's written consent. The Contractor acknowledges and agrees that it is authorized to access District data, including Routes, schedules, plans for building or resource reorganization, or any other District plans or information, only for purposes of rendering transportation services pursuant to the RFP, and that such data cannot be copied or otherwise used without the District's written consent. The Contractor further acknowledges and agrees that any such District data shall remain the property of the District during and after the term of the Agreement. The Contractor may not delegate or assign data access rights to any other person or entity and shall immediately notify the District in the event of any breach of the confidentiality of such data.
- G. It is the bus driver's responsibility to ensure a safe environment during transportation services. While transporting students, the bus driver shall not leave the vehicle unattended or fuel the vehicle except for the direct operation of the wheelchair lift.
- H. All vehicles operated for the District must be a smoke-free environment including a twenty-five-foot perimeter of the vehicles. Smoking will not be permitted on Dolton School District 148 property.
- I. All concerns dealing with pupil safety and discipline that are beyond the bus driver's immediate ability to solve must be reported to the Building Principal.

- J. Proposals must include separate pricing for bus aides, identifying both per-trip and per-route rates.
- K. The Contractor shall submit invoices by the fifth (5th) working day of each month, showing student-level data and adjustments for absences longer than five consecutive days. Pre-bill reviews with the District are encouraged to avoid discrepancies.
- L. All vandalism damage to the Contractor's equipment or facilities will be the responsibility of the Contractor, however the District will assist the Contractor in receiving restitution for damaged equipment, to the extent practicable.

SECTION 4: COMPENSATION SCHEDULE

4.1 Compensation Procedures

- A. In consideration for services rendered under this Agreement, the District shall pay to the Contractor all sums due and calculated in accordance with the rates as set forth in Appendix F. The Contractor shall invoice the District by the fifth (5) working day of the month for transportation services provided through the last day of the preceding month, together with such other information as may be required by the District to enable the District to comply with all relevant requirements for state reimbursement.
- B. The Contractor shall also submit such other reports or information as may from time to time be requested by the District.
- C. Upon verification of the Contractor's invoice and approval of the Board of Education, the District shall pay the verified amount due to the Contractor on or before the thirtieth (30th) day of the following month in which the invoice was processed, in accordance with the Local Government Prompt Payment Act, 50 ILCS 505/1 et seq.

4.2 Escalator Clause

- A. Price adjustments shall be negotiated between March 1 and April 1 prior to the beginning of the third, fourth, and fifth contract years, if any.
- B. It is recognized (1) that certain of the Contractor's operational expenses such as the cost of materials, services and labor may change materially, up or down, during the contract period; (2) that such changes in cost cannot be determined in advance; (3) that without a realistic escalation clause in the contract, the parties must of necessity agree on a rate high enough to compensate for possible unknown added costs to cover the entire term of the contract; (4) that if an escalation clause is included in the contract which is fair and just to both the Contractor and the District, cost projections can be more accurate and the corresponding rate will be lower than it otherwise would be. Therefore, the compensation for the services described herein may be adjusted in the third and fourth year up or down to coincide with the average annual change for all items as of the previous December as shown in the United States Consumer Price Index, CPI-W published by the U.S. Department of Labor, Bureau of Labor Statistics. Such adjustment is to be computed at the end of each calendar year on a percentage basis to apply on the contract rates for the ensuing year beginning on July 1st. The District and the Contractor will meet in March to negotiate the rates for the following school year. However, any increase or decrease shall not exceed three (3) percent for any year.

4.3 No Fuel Escalator

The rates submitted during the bidding process must be honored and may not be increased due to fuel cost increases of any kind at any time during the initial two (2) year term of the Contract.

4.4 Contract Awards and/or Rejection

- A. A contract, if awarded, may be made by the Board on the basis of the Proposal which, in the District's sole and absolute judgment, will best serve the interest of Dolton School District 148. The determination will be made by first considering the bidder or bidders most able to provide safety and comfort for the pupils, the bidder's stability of service, quality of service, and then price, all as

reasonably determined by the Board. The Board reserves the right to reject any or all bids received whenever such rejection and reserves the right to waive any irregularities, informalities, or technicalities.

- B. In determining which bidder(s) are most able to provide safety and comfort for the pupils, the bidder's stability and quality of service, the Board may consider, but are not limited to, the following factors:
- The ability to perform the service required within the specified time.
 - The experience and efficiency of the bidder.
 - The sufficiency of the financial resources and ability of the bidder to perform services.
 - Analysis of cost.
 - The quality, availability and adaptability of the equipment to be used.
 - The ability of the bidder to provide maintenance in the performance of the contract.
 - The ability to recruit, train, and supervise personnel is necessary to fulfill the contract.
 - Quality of references from previous or current contracts.
- C. Bidders must provide information necessary to investigate the contractor's qualifications. The District reserves the right to ask for additional information pertaining to the above requirements and the bidder must provide such information expeditiously, but in no event no later than three (3) working days after such request.

SECTION 5: DEFINITION OF TERMS

For purposes of this RFP and the awarded Contract, the following terms and phrases shall be defined as provided for below:

Home to School Routes: Routes which transport students from their residence to school and back again. Students will be in special education in all grades served by the District. It does not include students transported into or out of the District, early or late activity routes, midday routes, or other specialty trips.

Special Service Routes: Routes that are not Home to School Routes and vary in types of services.

Late Activity routes: Routes that transport students from various schools to home after scheduled extracurricular practices or activities.

Activity Trips: Bus trips to transport students from District schools to other schools for competition or transporting spectators to any event where District students are participating. These are generic routes with designated stops; however, the buses do not make nearly as many stops as the regular routes.

Field Trips: Bus trips to transport students and their chaperons to educational exhibits or experiences, generally in the Chicago metro area.

Route: A route is the designated path that a bus will travel to pick up students and deliver them to their designated attendance centers. Routes consist of a start time, a series of stops with stop times, and arrival times to the destinations and will generally list the path of travel as well those being transported.

Proposal: A bid is a complete and properly signed proposal to do the prescribed work for the sums stipulated therein, submitted in accordance with the RFP.

Bidder or proposer contractor: A bidder is a person or entity or any agent or employee thereof who submits a bid or Proposal.

Contractor: The Contractor is that person or entity who has been awarded the work following the bid.

Shuttle Trip: Is a short Bus route or trip which moves students from one building to another or in some cases may move students from/to a building. Shuttle trips may be contiguous to a home or to a school route or may require a separate call out of bus.

Summer School: That period of time when classes are called into session after the regular closing of school and before the opening of the following school year.

Bus Monitor or Monitor: An individual who rides the bus with the driver to assist students and the driver as required.

Excess Hours: that amount of time that exceeds the hours of service as listed on the Bid/Rate Sheet. Excess hours are applicable when the sum of all A.M. and P.M. route time exceeds the total per day Service Hours requested on the Bid/Rate Sheet.

Multi-Tier System Route: Routes operate on more than one (1) bell schedule allowing multiple routes to be run by the same buses.

SECTION 6: CONTRACTOR RESUME

Each company submitting a response to this RFP must include with its response a resume of its philosophy and operating procedures. The purpose of this resume is to give the Board a synopsis of each company's method of operations in a form that will enable the Board to more accurately weigh the qualitative differences between bidders.

The content of the resume must include but not limited to:

- i. School districts presently being served.
- ii. Size and type of service involved in present operation.
- iii. Route planning and organizational procedures.
- iv. Employee training, supervision and in-service methods.
- v. Vehicle maintenance programs and housing procedures.
- vi. Company history.
- vii. Description of vehicles to be used to perform under the RFP.
- viii. Location of garage or dispatch facilities, if applicable, and a description of how route and maintenance logistics will be managed to meet contract performance requirements. (If applicable)

Bidders must provide information about the number and type of vehicles, both currently owned and to be purchased and proposed for the use in this RFP if awarded, including standby vehicles. Specifically, please provide the following vehicle Information:

- i. Currently Owned: list vehicle number, year, make, capacity, and odometer reading.
- ii. Proposed: Include year, make and capacity and odometer reading.

Prior to the award of the contract, the Contractor must submit verification that vehicles not already in their possession are available, can be acquired by the start of the 2026-2027 school year, and that financial arrangements have been made for the acquisition.

APPENDIX A:
REQUEST FOR PROPOSAL ACKNOWLEDGEMENT

On this _____ day of _____, 2026, I, the undersigned, on behalf of the undersigned Contractor, declare that I have carefully examined the Request for Proposals and will honor all terms, prices and specifications set forth therein. I further acknowledge that:

- The Board reserves the right to accept or reject any or all Proposals in whole or in part, or to waive any irregularities, informalities, or technicalities therein.
- If an award is made to the undersigned Contractor, it agrees to furnish transportation services in strict accordance with this RFP and its proposal.

My signature certifies that the Proposal as submitted complies with all terms and conditions as set forth in the RFP.

My signature also certifies that this firm has no business or personal relationship with any other companies or persons that could be considered as a conflict of interest or potential conflict of interest to the Board, and that there are no principals, officers, agents, employees, or representatives of this firm that have any business or personal relations with any other companies or persons that could be considered as a conflict of interest or a potential conflict of interest with the Board, pertaining to any and all work or services to be performed as a result of the RFP and any resulting contract with the Board.

I, being duly sworn, depose and certify under oath that the company or other entity named below, its officers, employees, and agents, are not barred from bidding on this contract as a result of a violation of the Bid Rigging or Bid Rotating provisions of the Public Contracts Section of the Illinois Criminal Code of 1961 (720 ILCS §§ 5/33E-3, 33E-4), or as a result of a violation of any other law, rule, ordinance or regulation. I further certify that I have read and understand the RFP and that this Proposal is in compliance therewith.

I hereby certify that I am authorized to execute this document as a Representative of the Company:

Authorized Signature and Title

Printed / Type Name

Name of Company

APPENDIX B:
REFERENCES

Please list a minimum of three (3) school districts for which your company currently provides transportation services. Attach an additional sheet if necessary.

School District Reference #1

School District Name _____
Contact Name _____ Phone Number _____
Date of Service initiation _____
Services Provided _____

School District Reference #2

School District Name _____
Contact Name _____ Phone Number _____
Date of Service initiation _____
Services Provided _____

School District Reference #3

School District Name _____
Contact Name _____ Phone Number _____
Date of Service initiation _____
Services Provided _____

School District Reference #4

School District Name _____
Contact Name _____ Phone Number _____
Date of Service initiation _____
Services Provided _____

APPENDIX C:
NON-FAMILIAL RELATIONSHIP CERTIFICATION

The certification set forth below must be executed on behalf of the Contractor and provided with each Request for Proposal. The Board will not accept this RFP without this completed certification form and notarized form.

_____ being duly sworn, certifies and says that he/she is the "Contractor", which has *submitted to Dolton School District 148 a Proposal to provide transportation services, and hereby represents and warrants, except as provided below, that no familial relationships exist between the Contractor or any employee of the Contractor, and any member of the Board or the Superintendent of the Dolton School District 148.*

(If no exceptions, please state as such) List any Familial Relationships:

(If no exceptions, please state as such)

Contractor's Signature

Subscribed and sworn to before me:
this _____ day of _____, 2026.

Notary Public

APPENDIX E:
CERTIFICATE OF SEXUAL HARASSMENT POLICY

I, _____, certify that _____(company name) has a written sexual harassment policy which includes (i) the illegality of sexual harassment; (ii) a definition of sexual harassment; (iii) a description of sexual harassment; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process through the Illinois Department of Human Rights; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation for exercising rights under the policy in accordance with 775 ILCS 5/2-105(A)(4). In certifying the above, I hereby acknowledge that the Board may declare any contract awarded pursuant to this RFP/contract void if this certification is false.

Contract Provider:

Printed or typed Name of Contract Provider

By: _____

Date: _____

APPENDIX F:
ANNUAL BASE BID COST

Each Contractor shall use the information provided below as well as Request for Pricing Financial Data as the bases to complete the proposal. The Annual Bid Cost must include all related costs as stated in the Contractual Agreement as well as the requirements stated in this RFP to conduct the routes as defined. A school year for students is defined as 176 days.

Part 1: In District General Education Route Transportation (full-size bus)

These estimates reflect 2025-2026 service.

District School	Address	AM Routes	Midday Routes	PM Routes	School Start Time	School End Time
ECC at Harriet Tubman School	333 E. 142 nd St. Dolton, IL 60419	3		3	8:45 AM	3:00 PM
Park Elementary School	14200 Wentworth Ave Riverdale, IL 60827	1		1	8:45 AM	3:00 PM
Lincoln Elementary School	14151 Lincoln Ave Dolton, IL 60419	1		1	8:45 AM	3:00 PM

Part 2: Special Education Out of District Route Transportation

Requirements for out of district route transportation services are estimated below. These estimates reflect 2025-2026 service. These routes should consist of 11-13 students unless wheelchair accessibility is needed.

Private Facility Name	Facility Address	AM Students (Approx)	Midday Students (Approx)	PM Students (Approx)	Start Time (Approx)	End Time (Approx)
ECHO- MacArthur	640 E. 168 th Pl South Holland IL	12		12	8:45 AM	3:00 PM
ECHO- Able	300 W. 154 th St South Holland	15		15	8:45 AM	3:00 PM
ECHO -CD	200 N. Wolcott Thornton, IL	3		3	8:45 AM	3:00 PM
ECHO- Pace	300 W. 154 th St South Holland, IL	38	8	30	8:45 AM	3:00 PM
ECHO School	350 W. 154 th St South Holland, IL	13		13	8:45 AM	3:00 PM
Speed- PAL	1125 Division Chicago Heights, IL	2		2	8:45 AM	3:00 PM
ECHO- DHH	19055 Burnham Lansing, IL	2		2	8:45 AM	3:00 PM

*Midday Routes are for Early Childhood and transitional students.

The times for these students are 8:45-11:15 a.m. and 12:15-2:45 p.m. for Early Childhood, and 11:00 AM and 1:00 P.M. for transitional students.

Part 3: Special Education In-District Route Transportation

Requirements for in-district route transportation services are estimated below. These estimates reflect 2025-2026 service. These routes should consist of 11-13 students unless wheelchair accessibility is needed.

District School	Address	AM Routes	Midday Routes	PM Routes	School Start Time	School End Time
Lincoln Elementary School	14151 Lincoln Ave Dolton, IL 60419	2		2	8:45 AM	3:00 PM
Franklin Elementary School	14701 Dr. MLK Drive Dolton, IL 60419	1		1	8:45 AM	3:00 PM
Washington Elementary	13900 School Street Riverdale, IL 60827	1		1	8:45 AM	3:00 PM
Roosevelt Elementary	111 W. 146 th Street Dolton, IL 60419	1		1	8:45 AM	3:00 PM

Out of District Route Rate

ECHO- MacArthur

\$ _____ 2026-27 \$ _____ 2027-28

ECHO- Able

\$ _____ 2026-27 \$ _____ 2027-28

ECHO-CD

\$ _____ 2026-27 \$ _____ 2027-28

ECHO- PACE

\$ _____ 2026-27 \$ _____ 2027-28

ECHO-School

\$ _____ 2026-27 \$ _____ 2027-28

ECHO-PAL

\$ _____ 2026-27 \$ _____ 2027-28

ECHO-DLL

\$ _____ 2026-27 \$ _____ 2027-28

Part 4: Field Trips and Charter Rates

Charter Trip

Charter Trip Miles	2026-2027 Hourly Rate	2027-2028 Hourly Rate
0-15 Miles		
15-30 Miles		
30+ Miles		

Great America \$ _____ Per Bus

All trips will be rounded to the ¼ hour
Athletic Trips occur outside of the regular school day (Before 8:00 AM and After 3:00 PM)
Field Trips occur inside of the regular school

Part 5: Summer School

Estimated number of routes is based on summer 2025 service.

Month	No. of Routes
June	3
July	3
August	0

Summer School Route Rate: \$ _____ 2026-2027

\$ _____ 2027-2028

Part 6: Bus Driver and Regular Education, Special Education & ECC Monitor Rates

School Bus Driver Hourly Rate as of July 1, 2026 \$ _____

Regular Education Monitor Hourly Rate as of July 1, 2026 \$ _____

Special Education Monitor Hourly Rate as of July 1, 2026 \$ _____

Early Childhood Monitor Hourly Rate as of July 1, 2026 \$ _____

*1 (one) monitor for each route to be provided by Transportation Company

APPENDIX G:
COST SUMMARY

The undersigned declares that he/she is a qualified representative of the provider and has carefully examined all requirements of the RFP documentation including all addenda and fully understands the requirements therein.

Name of Company _____
Mailing Address _____
Proposal Prepared by _____ Email Address _____
Phone Number _____ Fax Number _____

ANNUAL BASE BID COST SUMMARY

Estimated annual cost based on the route estimates on Appendix F:

Year One Total Cost (7/1/2026 – 6/30/2027) \$ _____ yearly

Year Two Total Cost (7/1/2027 – 6/30/2028) \$ _____ yearly

Grand Total (Two Year Contract) \$ _____

(Please indicate the cost of the Performance Bond separately below. Do not include in your base bid totals.)

Cost of Performance Bond \$ _____ yearly

APPENDIX H:
CONTRACTOR BACKGROUND QUESTIONNAIRE

This form must be completed in full by each Contractor proposing to provide transportation services in responses to this RFP.

<u>Contractor Background Information</u>	<u>Contractor Response</u>
Contractor Name	
Company Address	
Proposal Submitted by	
Contractor Email Address	
Telephone Number	
Fax Number	
Year in which company was founded	
Is the company wholly owned? If not, list parent company	
Gross sales of companies last fiscal year	
Please list your company's last three annual revenue figures	
Total number of pupil transportation contracts located in Illinois	
Average on-site employee turnover rate	
Average years of service per onsite employee	
Where is your closest support facility?	
Where is our headquarters facility?	
How many total employees does your company have?	
Is your company an equal opportunity employer?	
Please provide descriptions of the services proposed, including staffing descriptions and key assumptions	
Please describe your recruitment process, including background and reference checks Mandate: Prospective bidders are to have West 40 level background checks.	
Please describe what training is provided to your employees (Type and Hours)	

APPENDIX I:
COMPLIANCE WITH / EXCEPTIONS TO REQUEST FOR PRICING

Each Contractor must clearly indicate whether it will either comply with or take exception to a specific section or subsection of this RFP. This completed form must be submitted with the Proposal.

Please respond by placing a check mark in the appropriate column (Yes or No) in the compliance column. If responding "No" for any section, please state the exception and reason.

		Compliance		
Section	RFP Category	Yes	No	Reason for "No" Compliance
1.1	Mandatory Pre-Proposal Meeting			
1.2	Questions			
1.3	Addenda to RFP			
1.4	Irrevocability of Proposal (RFP)			
1.5	Proprietary Information			
1.6	RFP Proposal Format			
2.1	Request for Pricing Documents			
2.2	Requirements for Signing a Request for Pricing			
2.3	Compliance with Laws			
2.4	Non-Discrimination			
2.5	Bid Eligibility			
2.6	Familial Relationships			
2.7	Route Cost			
2.8	Performance of Routes			
2.9	Contractor Background and References			
2.10	Illinois Secretary of State Safe Ride Program			
2.11	Litigation I Reuglation 1 Proceedings List			
2.12	Proposal Expenses			
2.13	Indemnity			
2.14	Subletting or Assignment of Agreement or Funds			
2.15	Right of Termination			

2.16	Contractor Default			
2.17	Payments			
2.18	Tax Exemption			
2.19	Insurance Policies			
2.20	Bid Bond			
2.21	Contractor Fiscal Responsibility			
2.22	Performance Bond			
2.23	Agreement			
2.24	Confidentiality			
2.25	Prevailing Wage Act			
2.26	Proposal Requirements			
3.1	Standard Conditions			
3.2	School Buses /Vehicles			
3.3	Service Conditions			
3.4	Route Scheduling			
3.5	Information Requirements			
3.6	Facility Requirements			
3.7	Personnel			
3.8	Safety and Discipline			
4.1	Compensation Procedures			
4.2	Fuel Escalator Clause			
4.3	No Fuel Escalator			
4.4	Contracts Awards and/or Rejection			
5	Definition of Terms			
6	Contractor Resume			

		Compliance		
Section	RFP Category	Yes	No	Reason for "No" Compliance
		Appendixes		
A	Request for Pricing Acknowledgement			
B	Compliance with/Exceptions to Request for Pricing			
C	Contractor References			
D	Non-Familial Relationship Affidavit			
E	Non-Collision Affidavit			
F	Criminal Background Check Affidavit			
G	Certificate of Eligibility			
H	Certificate of Sexual Harassment Policy			
I	Certificate of Compliance with a Drug-Free Work Place Act			
J	Certificate of Eligibility			
K	Certification of Compliance with A Drug-Free Work Place Act			
L	Transportation Services Agreement			

APPENDIX J:
CERTIFICATE OF ELIGIBILITY

I, _____, pursuant to Section 5/10-20.21 (b) of the Illinois School Code, hereby certify that neither I nor any of my partners, or officers of _____
_____ (company name):

- 1.) Have been convicted in the past five (5) years of the offense of bid-rigging under Section 33E of the Illinois Criminal Code of 1961, 720 ILCS 5/33E-1 et seq., as amended;
- 2.) Have ever been convicted of the Offense of bid-rotating under Section 33E-4 of the Illinois Criminal Code of 1961, as amended;
- 3.) Have ever been convicted of bribing or attempting to bribe an officer or an employee of the State of Illinois; or
- 4.) Have made an admission of guilt of any of the above conduct which is a matter of record. Furthermore, I certify that I, my partners, officers or owners of and its affiliates have and will continue to collect and remit Illinois Use Tax, to the extent required under the Illinois Use Tax Act, 35 ILCS 105/1 et seq.

In certifying to the above, I hereby acknowledge that the School Board may declare any contract awarded pursuant to this RFP/contract void if this certification is false.

Contract Provider:

Printed or Typed Name of Contract
Provider

By: _____

Date: _____

Subscribed and sworn to before me -

This _____ day _____, 2026

Notary Public

APPENDIX K:
CERTIFICATION OF COMPLIANCE WITH A DRUG-FREE WORK
PLACE ACT

I, _____, as an authorized agent, do hereby certify that

Name of Business

(Check appropriate box)

- Has twenty-five (25) or more employees and pursuant to Section 3 of the Illinois Drug Free Workplace Act, 30 ILCS 580-1 et seq., shall provide a drug free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug Free Workplace Act. I further certify that is not ineligible for award of contract by reason of debarment for a violation of the Illinois Drug Free Workplace Act.

- Has fewer than twenty-five (25) employees and shall provide a drug free workplace for all employees engaged in the performance of work under this contract.

In certifying to the above, I hereby acknowledge that the School Board may declare any contract awarded pursuant to this RFP/contract void if this certification pursues false.

Contract Provider:

Printed or Typed Name of Contract
Provider

By: _____

Date: _____

Subscribed and sworn to before me -

This _____ day _____, 2026

Notary Public

APPENDIX L:
TRANSPORTATION SERVICES AGREEMENT

THIS AGREEMENT is entered into this _____ day of _____, 2026, by and between Board of Education of Dolton School District 148, Cook County, Illinois (Board), and _____ ("Contractor") (collectively referred to as "Parties").

WITNESSETH

WHEREAS, the Board has requested public bids for the provision of student transportation services ("Services");

WHEREAS, Contractor has submitted a bid for the Services in accordance with the Request for Proposals, dated _____, issued by the Board ("RFP"); and

WHEREAS, the Board desires to enter into this Agreement with Contractor to provide the Services in accordance with RFP.

NOW, THEREFORE, in consideration of the terms and conditions herein, and other good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree as follows:

1. Duration of Contract. This Agreement shall be effective from July 1, 2026 and shall continue in force and effect through July 1, 2028. This Agreement may be extended as provided in the RFP Documents.
2. Contract Documents. The documents comprising the entirety of this Agreement are the RFP Documents as defined in Section 3.1 of the RFP, as well as the proposal submitted by the Contractor, any addenda and written material clarifications provided to Contractor. The RFP Documents as well as the proposal submitted by the Contractor and any addenda and written clarifications are incorporated into and made a part of this Agreement.
3. Document Supremacy. In the event any term or provision of this Agreement conflicts with a term or provision of another, the term or provision most beneficial to the Board shall prevail. Contractor expressly waives the doctrine of *contra proferentum*, and any and all *ambiguities* shall be construed in the Board's favor.
4. Compensation. Contractor shall provide all Services as awarded by the Board and shall be compensated as set forth in the RFP Documents. The Board shall pay the Contractor for the Services in accordance with the Illinois *Local Government Prompt Payment Act, 50 ILCS 505/1 et seq.*
5. Complete Understanding. This Agreement sets forth all of the promises, agreements, conditions, and understandings between the parties relative to the subject matter hereof, and no other promises, agreements, or understandings, whether oral or written expressed or implied, exist between the parties.
6. Amendments. No subsequent alteration, amendment, change, addition, deletion, or modification to this Agreement shall be binding upon the Parties hereto unless reduced to writing and duly authorized and signed by both Parties.
7. Waiver. The failure of the Board to demand strict compliance with any term or condition of this Agreement on any one occasion shall not preclude it from demanding strict performance on a future occasion.

IN WITNESS WHEREOF, the Parties have signed this Agreement on the ____ day of ____, 2026.

**BOARD OF EDUCATION OF
DOLTON SCHOOL DISTRICT 148
COOK COUNTY, ILLINOIS**

CONTRACTOR

By: _____

By: _____

Its: President

Its: _____

Date: _____

Date: _____

ATTEST

ATTEST

By: _____

By: _____

Its: Secretary

Its: _____

Date: _____

Date: _____