



ESSEX COUNTY

OFFICE OF THE MANAGER

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Daniel L. Palmer
County Manager

Linda M. Wolf
Purchasing Agent

TO: All Bidders

FROM: Linda Wolf, CPA, Purchasing Agent

DATE: August 9, 2022

SUBJECT: Addendum #1 PRESCHOOL TRANSPORTATION

This Addendum, issued to bid document holders of record, indicates changes to the bid documents for the *PreSchool Transportation Bid Opening August 18, 2022.*

PLEASE replace the original bid document pages with the attached revised APPENDIX A INFORMATION FOR BIDDERS and revised PROPOSAL of those pages.

END OF ADDENDUM # 1

**COUNTY OF ESSEX
GOVERNMENT CENTER
ELIZABETHTOWN, NY 12932**

Office of the
Purchasing Agent

Telephone
518-873-3330

**APPENDIX A
INFORMATION FOR BIDDERS**

The County of Essex requests sealed bids for furnishing transportation of students under Section 1950 Subdivision 4(q) of the Education Law on a per route rate for the period of September 6, 2022 through August 31, 2023. Bids submitted shall be for the entire program for the full term. Partial bids will not be accepted.

The Contractor must furnish the vehicle, driver, aide and insurance. The bus must be approved by the New York State Department of Transportation. Transportation is to be furnished each school day from September 6, 2022 through August 30, 2023. Drivers will be appropriately licensed.

All contractors who are successful bidders must provide Essex County with Certificates of Insurance, which include thirty (30) days notice of cancellation to Essex County, as per Appendix C.

Essex County and the Essex County Department of Public Health shall be named as additional insured on the Public Liability and General Liability Policies.

Award of contract shall be made to the bidder who meets all of the requirements of these specifications and submits the lowest bid for a PER ROUTE Amount.

The low bid per route will be determined by the route amount. A bid per route with an aid and per route without an aid will be required.

A complete list of children and their schedules shall be given to the successful bidder. This list is subject to change as children may be added and/or removed. Information regarding special needs of the children and school calendars will also be provided.

All contractors will be required to give detailed breakdown of bids if requested by the New York State Education Department. In case of termination, payments will be made to the Contractor for services rendered up to the date of termination. No payment shall be made or due for mileage incurred unless the vehicle is actually transporting a child to or from school.

The contractor will invoice the Essex County Department of Public Health monthly for the services provided on a per child basis including child attendance records from the school the child attends, and shall submit with each invoice a properly completed County Voucher.

PROPOSAL

PROPOSAL OF: _____
Company Name

The undersigned, having carefully examined the specifications and having, to his/her satisfaction, ascertained all of the facts concerning said specifications, agrees to provide transportation services for Preschool Children for Essex County for the term of September 6, 2022 to August 31, 2023 as follows:

BID PRICE PER ROUTE PER DAY (without an aid) \$ _____

BID PRICE PER ROUTE PER DAY (with an aid) \$ _____

School Dates and School Hours will be provided upon award.

NAME: _____

ADDRESS: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE:

TITLE: _____

TELEPHONE: _____ FAX NUMBER: _____

DATE: _____

SOCIAL SECURITY/FEDERAL ID NO: _____

E-MAIL _____