

Addendum #1

Careful note of the Addendum shall be taken by all parties of interest so that the proper allowances may be made in strict accordance with the Addendum.

Bidder shall acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

Questions & Answers:

1. Will the district continue to operate any routes? If yes, how many?
Response: Within 'Option 2' only, District will continue to operate all 19 Elementary routes.
2. Instruction to Bidders, page 4 – Would the district consider accepting electronic signatures?
Response: Scanned wet signatures in blue ink will be accepted via email submission.
3. Annual Rate Adjustment, page 10 - Would the district accept a proposed fixed year rate increase for the outer years? CPI in recent years has not kept up with driver wages in the past.
Response: Vendor may propose in "INFORMATION REQUIRED OF BIDDER" in section "Optional Attachments". If the proposed rate exceeds 5% additional backup must be provided to justify the increase.
4. Scope of Work, page 12 – Will the district further explain the two pricing options? Are the total number of routes different? Does one include athletics, activities, field and other trips?
Response: Correct. 'Option 1' involves all routes including Elementary, Secondary, SPED and Trips. 'Option 2' only includes Secondary routes.
5. Can you provide further detail for the anticipated 212 trips, need total driver hours paid per trip? Are drivers paid the regular route pay for extracurricular trips? Is there a minimum pay guarantee for trips?
Response: Please estimate all 'Other Trips' shall be 6 hours which can be completed within Driver's normally scheduled hours.
6. Can a contractor install GPS systems on district buses?
Response: Yes. District currently utilizes Zonar. Vendor shall be given access
7. Fleet, page 13 – Does the district operate other vehicles, known as the white fleet? If yes, would the district like the contractor to provide maintenance on these vehicles?
Response: No
8. Routes, page 13 – What brand of routing software does the district utilize? Can you provide an estimate of the on-going routing software annual fees?
Response: District currently utilizes Transfinder- Routefinder Pro to Routefinder Plus. Estimated annual software fees are \$4,850.00.
9. Can we be provided with detailed routing data from and returning to the district transportation facility, to include start and end times for all am/pm routes, mid-day and/or shuttles with total mileage for both special education routes and regular education routes?
Response: Detailed route information will be provided in attached "EXHIBIT 3"
10. Can we be provided with detailed route data, as listed above for all summer and extended school year routes, to include number of days?
Response: The District at times may have a need for SPED only transportation during the 'summer'

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period. This is dependent upon student programs and enrollees. Within Option 1, Vendor shall provide this service as needed. No other summer or extended school year routes are operated at this time.

11. Can you identify which routes require a monitor? Are any Bus Monitors or Bus Aides needed?

Response: No monitors or aides are required.

12. Can you identify which routes require a wheelchair lift?

Response: Currently no routes require a wheelchair lift. Again this will vary based upon student needs.

13. Staffing Structure, page 14 – Can we be provided with the salaries, wages and detailed benefits for all current district transportation employees, to include any administrative staff, drivers, monitors and mechanics? Need position title and wage-benefit information for every employee.

Response: Detailed current employee data will be provided in attached “EXHIBIT 4”

14. Are any current district employees’ members of a bargaining unit? If yes can we be provided with a copy of the agreement?

Response: No

15. What does the district plan to do with all current existing transportation employees? How many drivers are currently qualified to retire?

Response: It is the intent of the District to either remain employing all transportation employees through Option 2 or for the Vendor to employ as many eligible employees through Option 1. Currently none of the drivers are qualified to retire based upon vested years of service with the District and age.

16. Is the District currently short drivers?

Response: No

17. Exhibit 1, page 19 – Does exhibit 1 list all current district operated regular education routes? If no, does the district intend to continue operating some routes?

Response: Yes, Exhibit 1 includes all current regular education routes.

18. Maintenance Shop Vehicle – Will the district provide the contractor with a maintenance vehicle or shop truck for the fleet techs?

Response: No, District will not be providing (currently this is a non-District provided service).

19. Will alternate bids be accepted that deviate from the original bid specifications? Contractors may have suggestions or proposed changes that could benefit the district.

Response: Yes, these will be accepted within the “INFORMATION REQUIRED OF BIDDER” in section “Optional Attachments”. Contractor is still expected to provide pricing on specified options as well to be in conformance with the Bid Documents.

20. Bid Form, page 24 – Pricing Option 1 – To clarify, is the district asking for the proposed per bus cost, per year?

Response: Annual cost is to include all operating costs for the year less maintenance. Not to be separated by bus count.

21. Our proposed pricing typically includes maintenance? Why is the maintenance cost being separated?

Response: Maintenance is being separated for budgeting purposes.

22. Why is the district asking for a proposed count of additional 82 passenger buses needed? Where would we locate this information?

Response: This information shall be determined by the contractor’s configuration (if different is proposed) of routes. Contractor shall compare current fleet count with proposed count being used to

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accomplish the two different options listed.

23. Pricing Option 2, page 25 – Can the district further explain the difference between pricing option 1 and pricing option 2?

Response: Please review “SCOPE OF WORK” section “General Scope”.

24. Information Required of Bidder, page 29 – References; second bullet states “Provide a summary of services, including project costs, performed for these other projects? Can you further explain what information you are asking for project costs?

Response: Project costs shall be the established annual contract amount.

25. Information Required of Bidder, page 30 – Proposed Bus Routes; Are you asking us to create routes for your district prior to submitting a response to the bid? We need you to provide this information to us?

Response: New bus routes will need to be proposed, to accommodate the Secondary site starting at 8:30 am. Current route times are for a 7:15 am start time. If the Vendor would like to propose any other changes in the routes, they may do so within this section.

26. Transportation Facility – Will the contractor have complete utilization of the current district owned transportation facility? If yes, will there be any rent due? What about utilities, who will be responsible for utilities? If the contractor, what are the annual costs? Will any furniture be provided? How many repair bays, parts room, break room, number of offices, etc. Who would have access to the facilities within each Option?

Response: The District currently has one building for the transportation department. It consists of two separate parts, one for office space 24x20 and the other for a break area 24x20. This space in both options will be shared by both the Vendor and District. District will be responsible for upkeep of the transportation area. There will not be a charge to the Vendor for use of the space or any utilities. The Vendor will be able to utilize shared common use items (i.e. copier, water cooler, internet, breakroom table, etc.). Further examination of this area can occur via the site walk on March 23rd at 1:00pm.

27. Should schools be closed due to another possible pandemic, would the district continue to compensate the contractor?

Response: District would follow laws and requirements pertaining to revenue spending.

28. The bid bond does not state an amount for the bid bond. Please advise.

Response: Bid bond shall be 10% of “BID FORM” Option #1 Annual Home to School Route Cost

29. Will the District consider extending the deadline for bids by two weeks? What is the anticipated date for the Board to award a contract?

Response: No extensions will be granted at this time. It is the intent of the District to select a Vendor at the April 7th Board Meeting. At the latest, award will happen at the May 5th meeting.

30. Please provide a copy of the transportation line item from the budget for 2021-22.

Response: Expenditure data will be provided in attached “EXHIBIT 5”

31. Is the first day of school for the 2021-22 August 2, 2021?

Response: Yes

32. Can the District provide a district boundary map or provide a web address to locate on online?

Response: As we are a charter district, we provide transportation to the Victor Valley Desert Communities. These include Hesperia, Oak Hills, Victorville, Adelanto, Apple Valley, Helendale and Barstow. You may utilize this link:

<https://california.hometownlocator.com/schools/schoolsbigmap.n.oro%20grande%20elementary.z>

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92368.t.pb.i.1009671.cfm

33. Page 10, section 26, should the numbers in parenthesis read 100% or is the requirement 10%? Please confirm that a performance bond that is renewable annually is acceptable.

Response: The performance bond should be 10% of the annual contract, to be renewed annually.

34. Page 12, for Option 1, can we assume the number of routes to be operated would be 23 secondary and 19 elementary?

Response: Yes, this is safe to assume for the regular home to school routes.

35. It appears that there are 2 buses on the bus fleet list for Special Needs routes. Is that a good number of Special Needs routes to plan for?

Response: For bidding purposes, assume 2 routes are needed for Special Needs. These routes will vary based upon student needs and enrollment.

36. Does the District utilize any driver park outs (drivers park at a location other than the district facility) or satellite parking areas?

Response: No

37. How many trip buses would be utilized by the Contractor under each Option? On the busiest days, how many trips are needed that conflict with the home to school routes?

Response: 'Other Trips' are included within Option 1 only. Assume that trips can be completed with spare buses. On the busiest days 6 trips would conflict with home to school routes.

38. Under option 2, who will be responsible for the Special Needs routes?

Response: The District

39. Can you explain the role of the District's Transportation Director and provide a brief description of their responsibilities?

Response: Job description will be provided in attached "EXHIBIT 6"

40. Under each Option 1 and 2, how many route buses, spare buses and trip buses will be provided to the Contractor?

Response: In order to accommodate new school start times, the District assumes the fact that additional buses will need to be purchased. Within Option 1, the Contractor will have access to all current transportation fleet vehicles listed within "EXHIBIT 2". Within Option 2, the Contractor will have access to 18 of the 81-82 passenger buses listed within "EXHIBIT 2". It is the intent of the District for the Contractor to provide the count needed for both options in addition to those already purchased/currently being provided. Trips shall be completed by spare buses.

41. What are the District's expectations for the maintenance and repair of district buses? Is it limited to standard preventative maintenance or complete maintenance up to and including major engine work and overhauls?

Response: Contractor shall be responsible for complete maintenance up to and including major engine work and overhauls. Please review "EXHIBIT 5" for current outsourced costs pertaining to this service.

42. Please provide the number of secondary and elementary students assigned to each of the bus stops listed on pages 19 and 20.

Response: We are unable to give this information at this time due to the limited number of students on campus and varying learning options available. Assume routes are full for the purposes of this bid.

43. Is there an opportunity to inspect the buses prior to bid submission?

Response: Contractor will only be able to view the fleet during Site Walk.

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44. Will there be an opportunity for a fleet inspection at turnover so the condition of the fleet can be documented? Will the District be responsible for any needed repairs at turnover?

Response: Yes there will be an inspection performed and the District will review all repairs prior to Vendor taking responsibility for maintenance.

45. How many additional buses other than those listed in the RFP will be purchased or acquired by the District? Please provide a description of the buses to be acquired. Pages 24 and 25, please provide the District estimate of the number of additional 82 passenger and spare buses required?

Response: District will acquire additional buses as needed to fulfill the routes and have an appropriate number of spares. The District estimates that we will need 19 additional IC Bus model RE3911 82 passenger school buses.

46. On page 24, are we to provide the annual pricing per route per year based on 180 school days?

Response: Pricing shall be proposed as annual pricing for all routes per year based on 180 school days.

47. What companies have requested or received the Invitation to Bid?

Response: ALC Schools, Durham School Services, First Student and Student Transportation of America

Bid Document Changes: The following changes, omissions, and/or additions to the Request for Proposal shall apply to proposals made and all other conditions shall remain the same.

INSTRUCTIONS TO BIDDERS

26. Bid Bond and Performance Bond: The Contractor shall provide a Bid Bond as set forth in the bidding documents. Bid bond shall be 10% of "BID FORM" Option #1 Annual Home to School Route Cost. In addition, Contractor shall provide a performance bond, in the form and with the content similar to Appendix 1, equal to ten percent (10%) of the annual contract amount to provide regular and special education home-to-school Services. The cost of providing such a performance bond shall be included in the BID amount. Only bonds executed by a surety admitted in the State of California as defined in Code of Civil Procedure section 995.120 will be accepted.

32. Site Walk: A non-mandatory site walk is scheduled for March 23rd, 2021 at 1:00pm, 19900 National Trails Hwy, Oro Grande, Ca 92368. Buses will be on site for viewing as well. It is the intent of the District for Vendors to be able to explore the Transportation area.

EXHIBIT 2

Current Transportation Fleet

| Bus ID | Year | Make | Passenger | Fuel Type | Current Mileage | Has Air Conditioning | Status |
|---------------|-------------|-----------------|------------------------|------------------|------------------------|-----------------------------|---------------|
| Bus # 4 | 1995 | Thomas | 84 Pass Bus | Diesel | 299481 | No | Spare |
| Bus # 11 | 1997 | Thomas | 87 Pass Bus | Diesel | 400010 | NO | Spare |
| Bus # 12 | 1998 | Thomas | 84 Pass Bus | Diesel | 292563 | NO | Spare |
| Bus # 14 | 1998 | International | 72 Pass Bus | Diesel | 152226 | NO | Spare |
| Bus # 5 | 2001 | Thomas | 25 Pass Bus | Diesel | 107128 | NO | Spare |
| Bus # 6 | 2008 | Bluebird | 54 Pass Bus | Diesel | 103257 | NO | Spare |
| Bus # 7 | 2008 | Bluebird | 54 Pass Bus | Diesel | 92099 | YES | Spare |
| Bus #23 | 2009 | Bluebird | 57 Pass Bus | Diesel | 91808 | NO | Route |
| Bus # 8 | 2008 | Bluebird | 54 Pass Bus | Diesel | 214406 | YES | Spare |
| Bus #25 | 2011 | Bluebird | 78 Pass Bus | Diesel | 159866 | NO | Route |
| Bus #26 | 2011 | Bluebird | 78 Pass Bus | Diesel | 204738 | NO | Spare |
| Bus #21 | 2011 | Bluebird | 69 Pass Bus | Diesel | 162851 | NO | Spare |
| Bus #20 | 2011 | Bluebird | 69 Pass Bus | Diesel | 144112 | NO | Spare |
| Bus #27 | 2013 | International | 81 Pass Bus | Diesel | 136207 | NO | Route |
| Bus #28 | 2013 | Bluebird | 78 Pass Bus | Diesel | 106414 | NO | Spare |
| Bus #29 | 2013 | International | 81 Pass Bus | Diesel | 107706 | NO | Spare |
| Bus #30 | 2014 | Bluebird | 78 Pass Bus | Diesel | 96323 | NO | Spare |
| Bus #31 | 2014 | IC | 81 Pass Bus | Diesel | 119079 | NO | Route |
| Bus #32 | 2014 | IC | 81 Pass Bus | Diesel | 116655 | NO | Spare |
| Bus #33 | 2014 | IC | 81 Pass Bus | Diesel | 120077 | NO | Route |
| Bus #34 | 2014 | IC | 81 Pass Bus | Diesel | 137662 | NO | Route |
| Bus #35 | 2015 | IC | 82 Pass Bus | Diesel | 95901 | NO | Route |
| Bus #36 | 2015 | IC | 82 Pass Bus | Diesel | 93168 | NO | Route |
| Bus #W1 | 2015 | Starcraft Quest | 21 Pass Wheelchair Bus | Gas | 73220 | YES | Route |
| Bus #37 | 2016 | IC | 82 Pass Bus | Diesel | 80970 | NO | Route |
| Bus #38 | 2016 | IC | 82 Pass Bus | Diesel | 83841 | NO | Route |
| Bus # 1 | 2019 | IC | 81 Pass Bus | Diesel | 41653 | NO | Route |

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| | | | | | | | |
|----------|------|----|-------------|--------|-------|----|-------|
| Bus #2 | 2019 | IC | 81 Pass Bus | Diesel | 45821 | NO | Route |
| Bus # 3 | 2019 | IC | 82 Pass Bus | Diesel | 17928 | NO | Route |
| Bus# 9 | 2019 | IC | 82 Pass Bus | Diesel | 16210 | NO | Route |
| Bus # 13 | 2019 | IC | 82 Pass Bus | Diesel | 22414 | NO | Route |
| Bus # 16 | 2019 | IC | 82 Pass Bus | Diesel | 10983 | NO | Route |
| Bus # 39 | 2021 | IC | 82 Pass Bus | Diesel | 3843 | NO | Route |
| Bus # 17 | 2021 | IC | 82 Pass Bus | Diesel | 4456 | NO | Route |
| Bus # 18 | 2021 | IC | 82 Pass Bus | Diesel | 4907 | NO | Route |
| Bus # 19 | 2021 | IC | 82 Pass Bus | Diesel | 2969 | NO | Route |
| Bus # 22 | 2021 | IC | 82 Pass Bus | Diesel | 5751 | NO | Route |
| Bus # 24 | 2021 | IC | 82 Pass Bus | Diesel | 1527 | NO | Route |
| Bus # 40 | 2021 | IC | 82 Pass Bus | Diesel | 3613 | NO | Route |

EXHIBIT 3

Current Route Data

HIGH SCHOOL MIDDLE SCHOOL Route Info

| | OUT | IN | Milage | | OUT | IN | Milage |
|-----------------------------|---------|---------|--------|------------------------------|---------|---------|--------|
| Route 1 - Barstow | | | | Route 12 - Victorville south | | | |
| AM | 5:25 AM | 6:45 AM | 61 | AM | 5:55 AM | 6:45 AM | 29 |
| PM | 2:15 PM | 3:30 PM | 63 | PM | 2:15 PM | 3:10 PM | 29 |
| | | | | | | | |
| Route 2 - Helendale | | | | Route 13 - Victorville | | | |
| AM | 6:05 AM | 6:55 AM | 28 | AM | 6:20 AM | 6:50 AM | 13 |
| PM | 2:15 PM | 3:05 PM | 28 | PM | 2:15 PM | 2:45 PM | 13 |
| | | | | | | | |
| Route 3 - Apple Valley | | | | Route 14 - Adelanto | | | |
| AM | 5:50 AM | 6:45 AM | 27 | AM | 6:00 AM | 6:45 AM | 23 |
| PM | 2:15 PM | 3:15 PM | 26 | PM | 2:15 PM | 3:15 PM | 23 |
| | | | | | | | |
| Route 4 - Hesperia | | | | Route 15 - Adelanto | | | |
| AM | 5:55 AM | 6:45 AM | 30 | AM | 6:00 AM | 6:45 AM | 25 |
| PM | 2:15 PM | 3:15 PM | 30 | PM | 2:15 PM | 3:10 PM | 25 |
| | | | | | | | |
| Route 5 - Oro Grande | | | | Route 16 - Adelanto | | | |
| AM | 6:07 AM | 6:50 AM | 18 | AM | 6:00 AM | 6:45 AM | 23 |
| PM | 2:15 PM | 3:05 PM | 18 | PM | 2:15 PM | 3:15 PM | 23 |
| | | | | | | | |
| Route 6 - Victorville north | | | | Route 17- Adelanto | | | |
| AM | 6:15 AM | 6:50 AM | 14 | AM | 6:00 AM | 6:45 AM | 26 |
| PM | 2:15 PM | 2:50 PM | 14 | PM | 2:15 PM | 2:55 PM | 26 |
| | | | | | | | |
| Route 7 - Victorville | | | | Route 18 - Victorville | | | |
| AM | 5:55 AM | 6:50 AM | 26 | AM | 6:00 AM | 6:45 AM | 18 |
| PM | 2:15 PM | 3:00 PM | 26 | PM | 2:15 PM | 2:55 PM | 18 |
| | | | | | | | |
| | | | | Route 19 - Victorville | | | |
| Route 8 - Victorville | | | | AM | 6:00 AM | 6:45 AM | 15 |
| AM | 6:05 AM | 6:50 AM | 22 | PM | 2:15 PM | 2:55 PM | 15 |
| PM | 14:15 | 15:00 | 23 | | | | |
| | | | | Route 20 - Victorville | | | |
| Route 9 - Victorville | | | | AM | 6:05 AM | 6:45 AM | 16 |
| AM | 6:05 AM | 6:40 AM | 20 | PM | 2:15 PM | 2:55 PM | 16 |
| PM | 2:15 PM | 2:50 PM | 21 | | | | |
| | | | | Route 21 - Barstow | | | |
| Route 10 - Victorville | | | | AM | 5:20 AM | 6:45 AM | 54 |
| AM | 5:50 AM | 6:45 AM | 29 | PM | 2:15 PM | 3:30 PM | 54 |
| PM | 2:15 PM | 3:10 PM | 29 | | | | |
| | | | | Route 22 - Victorville | | | |
| Route 11 - Victorville | | | | AM | 6:15 AM | 6:45 AM | 15 |
| AM | 6:10 AM | 6:50 AM | 19 | PM | 2:15 PM | 2:50 PM | 15 |
| PM | 2:15 PM | 3:00 PM | 21 | | | | |
| | | | | Route 23 - Victorville | | | |
| | | | | AM | 6:05 AM | 6:55 AM | 25 |
| | | | | PM | 2:15 PM | 3:10 AM | 25 |
| | | | | | | | |

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ELEMENTARY SCHOOL Route Info

| | OUT | IN | Milage | | OUT | IN | Milage |
|----------------------|---------|---------|--------|---------------------------------|---------|---------|--------|
| Route 1 Barstow | | | | Route 10 Victorville | | | |
| AM | 6:50 AM | 8:30 AM | 61 | AM | 6:55 AM | 8:00 AM | 28 |
| PM | 3:30 PM | 5:15 PM | 61 | PM | 3:30 PM | 2:45 PM | 28 |
| | | | | | | | |
| Route 2 Silver Lakes | | | | Route 11 Victorville | | | |
| AM | 7:10 AM | 8:15 AM | 28 | AM | 7:15 AM | 8:15 AM | 20 |
| PM | 3:30 PM | 4:25 PM | 28 | PM | 3:30 PM | 4:30 PM | 20 |
| | | | | | | | |
| Route 3 Apple Valley | | | | Route 12 Victorville / Hesperia | | | |
| AM | 7:05 AM | 8:15 AM | 28 | AM | 6:50 AM | 8:10 AM | 27 |
| PM | 3:30 PM | 4:40 PM | 29 | PM | 3:30 PM | 4:55 PM | 27 |
| | | | | | | | |
| Route 4 Hesperia | | | | Route 13 Victorville | | | |
| AM | 7:05 AM | 8:15 AM | 29 | AM | 6:50 AM | 8:10 AM | 25 |
| PM | 3:30 PM | 4:35 PM | 30 | PM | 3:30 PM | 4:35 PM | 25 |
| | | | | | | | |
| Route 5 Helendale | | | | Route 14 Adelanto | | | |
| AM | 7:10 AM | 8:15 AM | 18 | AM | 7:05 AM | 8:15 AM | 25 |
| PM | 3:30 PM | 4:40 PM | 18 | PM | 3:30 PM | 4:50 PM | 25 |
| | | | | | | | |
| Route 6 Victorville | | | | Route 15 Adelanto | | | |
| AM | 7:15 AM | 8:15 AM | 15 | AM | 7:20 AM | 8:10 AM | 25 |
| PM | 3:30 PM | 4:30 PM | 15 | PM | 3:30 PM | 4:30 PM | 25 |
| | | | | | | | |
| Route 7 Victorville | | | | Route 16 - Adelanto | | | |
| AM | 7:00 AM | 8:05 AM | 25 | AM | 7:10 AM | 8:25 AM | 24 |
| PM | 3:30 PM | 4:30 PM | 25 | PM | 3:30 PM | 4:40 PM | 24 |
| | | | | | | | |
| Route 8 Adelanto | | | | Route 17- Victorville | | | |
| AM | 7:05 AM | 8:05 AM | 27 | AM | 7:20 AM | 8:15 AM | 21 |
| PM | 3:30 PM | 4:35 PM | 26 | PM | 3:30 PM | 4:35 PM | 21 |
| | | | | | | | |
| Route 9 Victorville | | | | Route 18-Barstow / Lynwood | | | |
| AM | 7:20 AM | 8:15 AM | 13 | AM | 6:50 AM | 8:10 AM | 54 |
| PM | 3:30 PM | 4:15 PM | 13 | PM | 3:30 PM | 5:05 PM | 54 |
| | | | | | | | |
| | | | | Route 19-Victorville | | | |
| | | | | AM | 7:20 AM | 8:15 AM | 19 |
| | | | | PM | 3:30 PM | 4:40 PM | 19 |

EXHIBIT 4

Current Employee Data

| POSITION | CURRENT SALARY | WORK DAYS | VACATION DAYS | PAID HOLIDAYS | HOURS/DAY | YRS W/DIS TRICT | BENEFITS |
|---|---|------------------------------------|----------------------|----------------------|------------------|------------------------|-----------------------------------|
| EXECUTIVE DIRECTOR | REMAIN EMPLOYED BY DISTRICT IN BOTH OPTIONS | | | | | | |
| BUS DRIVER | REMAIN EMPLOYED BY DISTRICT IN BOTH OPTIONS | | | | | | |
| BUS DRIVER | REMAIN EMPLOYED BY DISTRICT IN BOTH OPTIONS | | | | | | |
| BUS DRIVER | \$24,675.77 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 0 | PT/NOT ENROLLED |
| BUS DRIVER | \$30,201.91 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 10 | PT/NOT ENROLLED |
| BUS DRIVER | \$26,441.06 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 4 | PT/NOT ENROLLED |
| BUS DRIVER | \$28,193.57 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 7 | PT/NOT ENROLLED |
| BUS DRIVER | \$26,441.06 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 0 | PT/NOT ENROLLED |
| BUS DRIVER | \$26,441.06 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 2 | PT/NOT ENROLLED |
| BUS DRIVER | \$30,201.91 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 10 | PT/NOT ENROLLED |
| BUS DRIVER | \$27,234.17 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 2 | PT/NOT ENROLLED |
| BUS DRIVER | \$28,193.57 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 7 | PT/NOT ENROLLED |
| BUS DRIVER | \$30,201.91 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 11 | PT/NOT ENROLLED |
| BUS DRIVER | \$28,193.57 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 7 | PT/NOT ENROLLED |
| BUS DRIVER | \$30,201.91 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 9 | PT/NOT ENROLLED |
| BUS DRIVER | \$26,441.06 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 3 | PT/NOT ENROLLED |
| BUS DRIVER | \$28,193.57 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 7 | PT/NOT ENROLLED |
| BUS DRIVER | \$25,673.54 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 1 | PT/NOT ENROLLED |
| BUS DRIVER | \$28,193.57 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 0 | PT/NOT ENROLLED |
| BUS DRIVER | \$28,193.57 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 7 | PT/NOT ENROLLED |
| BUS DRIVER | \$29,178.55 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 9 | PT/NOT ENROLLED |
| BUS DRIVER | \$25,673.54 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 2 | PT/NOT ENROLLED |
| BUS DRIVER | \$24,675.77 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 0 | PT/NOT ENROLLED |
| BUS DRIVER | \$28,193.57 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 0 | PT/NOT ENROLLED |
| BUS DRIVER | \$29,178.55 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 8 | PT/NOT ENROLLED |
| BUS DRIVER | \$25,673.54 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 2 | PT/NOT ENROLLED |
| BUS DRIVER | \$26,441.06 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 1 | PT/NOT ENROLLED |
| BUS DRIVER | \$30,201.91 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 1 | PT/NOT ENROLLED |
| BUS DRIVER | \$24,675.77 | 183 (11 OF WHICH CAN BE SICK DAYS) | 10 | 12 | 6 | 0 | PT/NOT ENROLLED |
| DISPATCHER | \$48,387.79 | 201 (12 OF WHICH CAN BE SICK DAYS) | 11 | 12 | 8 | 1 | FT/CURRENTLY COVERING EE&CHILDREN |
| *PT BENEFITS DISTRICT COVERS \$2,760/YR | | | | | | | |
| **FT BENEFITS DISTRICT COVERS \$10,500/YR | | | | | | | |

Medical Option being taken is Kaiser HMO Traditional- No Deductible, \$3000 Out of Pocket Max, \$20 Copay.

EXHIBIT 5

Expenditure Data

| Object | Object Description | 20/21 Budget |
|--------|--------------------------------|--------------|
| 2210 | CLASS PUPIL SUPPORT SAL - REG | 818,297.47 |
| 2220 | CLASS PUPIL SUPPORT SAL - HRLY | 4,365.00 |
| 2310 | CLASS SUPRVSR & ADMN SAL-REG | 97,558.00 |
| 3202 | PERS RETIREMENT - CLASSIFIED | 190,580.41 |
| 3312 | SOCIAL SECURITY/CLASS | 56,583.76 |
| 3332 | MEDICARE/CLASSIFIED | 13,233.69 |
| 3412 | H & W/CLASSIFIED | 36,499.74 |
| 3502 | STATE UNEMPLOYMENT INS/CLASS | 458.06 |
| 3602 | WORKERS COMP/CLASS | 15,454.00 |
| 4350 | OFFICE SUPPLIES | 5,000.00 |
| 4361 | TRANS/TIRES | 10,000.00 |
| 4362 | DISTRICT TRANSP/FUEL | 96,266.24 |
| 4363 | OIL FOR BUSES | 1,000.00 |
| 4364 | COOLANT FOR BUSES | 1,500.00 |
| 4370 | CUSTODIAL/OPERATIONS SUPPLIES | 3,175.00 |
| 4380 | MAINTENANCE SUPPLIES | 101,916.05 |
| 4393 | HEALTH SUPPLIES | 930.34 |
| 4394 | UNIFORMS | 3,000.00 |
| 4440 | INSTRUCTIONAL INVENTORY | 5,500.00 |
| 4450 | OFFICE INVENTORY ITEMS | 2,500.00 |

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| | | |
|------|---|--------------|
| 4460 | TRANSPRTN INV | 14,971.91 |
| 4493 | HEALTH SUPPLIES-INVENTORY (COVID RELATED) | 4,300.00 |
| 5450 | OTHER INSURANCE | 6,531.00 |
| 5610 | RENTALS AND LEASES | 55,362.41 |
| 5630 | REPAIRS | 234,378.00 |
| 5810 | CONTRACTED SERVICES | 22,503.00 |
| 5813 | EMPLOYEE ONLINE PROF DEV | 5,000.00 |
| 5840 | COMPUTER/TECH RELATED SERVICES | 24,700.00 |
| 5860 | FINGERPRINT, PHYS EXAM, XRAY & OTHER | 3,469.00 |
| 6460 | BUSES FOR PUPIL TRANSPORTATION- 7 NEW BUSES | 1,226,471.16 |
| | | <hr/> |
| | | 3,061,504.24 |
| | | <hr/> |

*Yellow highlighted fields are Maintenance costs

EXHIBIT 6

Job Description

Oro Grande School District Executive Director I Director of Transportation

Position Title: OGSD Director of Transportation.

Supervisor: Superintendent or Superintendent's Designee

Salary Schedule: Classified Management Salary Schedule.

Range R: Step 1: \$81,664 - Step 10: \$97,596

Classification: Classified Management.

Contract Days: 222

Non Contract: 14

Vacation: 12

Holidays: 13

Total Paid Days: 247

Benefit Contribution: \$24,076.80 (Optional Health Care Benefits)

Work Travel: Independently travel to various locations to supervise and/or maintain bus transportation services.

Supervision: This position is responsible for supervision over support staff as assigned by the Superintendent or Superintendent's Designee.

Basic Job Requirements: Under the general direction of the Superintendent or Superintendent's Designee, manages, directs and supervises all aspects of the district transportation program. Sets work schedules of all transportation personnel and directs routing and assigning of all personnel and equipment. Directs the maintenance and repair of all school buses and all other vehicles. Prepares and maintains required records and reports, manages transportation budget and purchasing activities of the department, supervises and coordinates the work of all employees and does related work as required.

Minimum Qualifications:

- Tuberculosis clearance.
- Fingerprint clearance within 30 calendar days.
- Valid California Class C Driver License.
- Valid California Class B Drivers License preferred or has held.

Education:

- Any combination of education and experience equivalent to college level coursework that would provide the required level of knowledge and skills dealing with transportation management.
- Minimum of five (5) years of recent, successful experience in transportation, including three (3) years of experience in a supervisory capacity. Bachelor's Degree desired.

Essential Functions and Responsibilities:

- Supervises and directs District transportation department operations for the purpose of maximizing the efficiency of the workforce and meeting operational requirements.
- Plan, organize, control and direct District transportation services; coordinate and monitor the Transportation Driver Training Program and maintenance and repair programs for student transportation vehicles and District vehicles and equipment.
- Coordinate, implement and maintain District bus routes and schedules; evaluate bus stop locations, road and weather conditions and adjust bus routes accordingly; organize transportation services for field trips and special events.

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- Provide for instruction and training of departmental employees in dispatching, calling for substitute drivers, coordinating extracurricular activities, including the computation of charges and the billing of rendered services.
- Collaborate with the driver trainer in the recruitment and training of bus drivers.
- Provides safety instruction.
- Direct the investigation of personal and vehicle accidents and preparation of accident and injury reports related to transportation employees.
- Prepare and maintain a variety of records and reports, including California Highway Patrol, Department of Transportation, compliance, employee and other related records.
- Resolve complaints from students, parents and staff related to bussing issues on laws, pupil loads, bus stops, pupil ride times and misconduct of bus drivers and pupils.
- Manages the legal and operational requirements of students with disabilities, including the transporting of the medically fragile passengers.
- Direct the coordination of transportation program activities with other departments and outside agencies.
- Ensure the District is in compliance with Federal, State and local laws, rules, and regulations that affect transportation operations.
- Evaluates personnel for the purpose of ensuring that standards are achieved and performance is maximized.
- Develop and prepare the annual preliminary budget for the Department; analyze and review budgetary and financial data; control and authorize expenditures in accordance with established limitations.
- Maintain positive public relations within the community.
- Works with District Administration, site Principals and Bus Drivers to support the District approved K-12 Student Discipline Plan.

Knowledge of:

- Planning, organizing and directing transportation services.
- Procedures, tools, equipment used in the repair and maintenance of motorized equipment (gasoline, diesel, CNG, propane, etc.).
- Provisions of the California Motor Vehicle Code, the California State Education Code, California Code of Regulations Title 5 and Title 13, Air Resources Board and Southern California AQMD, policies and requirements as related to pupil transportation and other related regulations relative to the operation of vehicles used in transporting students.
- Principles and practices of effective employee supervision.
- Principles and practices of establishing transportation routes and dispatching buses.
- Budget preparation and control.
- Interpersonal skills using tact, patience and courtesy.
- Operation of a computer and applicable software.
- Oral and written communication skills.

Ability to:

- Plan, organize and direct a comprehensive transportation program.
- Plan, coordinate, supervise and evaluate the work of others.
- Establish and maintain cooperative and effective working relationships with others.
- Interpret and implement labor agreements in accordance with contract provisions.
- Meet schedules and timelines.
- Prepare verbal and written reports.
- Control costs through planned cost analysis.
- Apply interpersonal skills for conflict resolution which reflect patience, tact, and courtesy.
- Independently travel to various locations to supervise and/or maintain bus transportation services.

Physical Requirements:

- This position requires the incumbent to stand, walk, reach, stoop, bend and kneel. Ability to lift and carry 50 pounds.

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- Physical, mental, and emotional stamina to perform the duties and responsibilities of the position; sustain moderate to heavy physical effort for professional work day.

Working Conditions:

- Transportation office environment.
- Driving a vehicle to conduct work.
- This position may require travel from one school site to another.
- Fumes, gases and odors from vehicle equipment.