

**REQUEST FOR PROPOSAL  
FOR  
CONTRACTED SCHOOL BUS TRANSPORTATION**



CHATTANOOGA  
**GIRLS LEADERSHIP**  
ACADEMY

UNLOCKING A WORLD OF POSSIBILITY

**DUE BY: June 28, 2024**

**Deliver or Mail to: Lisa Atkins, Director of HR/Operations**

**Chattanooga Girls Leadership Academy,**

**1802 Bailey Avenue, Chattanooga, TN 37404**

The Board of School Directors of CGLA hereby invites the submission of proposals for the following items:

**Contracted School Bus Transportation Services**

Proposals are due by June 28, 2024. The completed proposal form can be mailed or hand delivered to:

Lisa Atkins, Director of HR/Operations  
1802 Bailey Avenue, Chattanooga, TN 37404 (Physical Address)  
P.O. Box 3859, Chattanooga, TN 37404 (Mailing Address)  
fax: 423 - 386 - 3005  
email: [lisaatkins@cglasonline.com](mailto:lisaatkins@cglasonline.com)

Please direct questions to Lisa Atkins at 423-702-7230.

Only sealed bids will be accepted. Bids will be reviewed by Director of HR/Operations, CFO, CEO, and CEO-IR and final decisions will be announced within (30) business days.

**Administrative & General Information**

This RFP is issued to invite vendors to submit information and/or bids. Issuance of this RFP in no way constitutes a commitment by CGLA to select a vendor and/or award a contract. CGLA reserves the right, without prejudice, to reject any or all proposals not in compliance with the RFP specifications and may exercise the right to accept or reject any or all proposals submitted. CGLA has 30 days to accept a submitted proposal. The proposer cannot withdraw a proposal within that 30-day period without mutual consent with CGLA. The mandatory RFP requirements shall become contractual obligations if a contract ensues. Failure of the successful proposers to accept these obligations shall result in the rejection of the proposals.

**Overview:**

The Chattanooga Girls Leadership Academy is a single gender, small learning community for girls in grades 6-12. The college preparation curriculum is centered on Science, Technology, Engineering, the Arts, and Mathematics (STEAM). CGLA offers girls an accelerated and integrated remediation approach that is intended to move them to proficient and advanced levels within core academic subjects. A range of social supports that reflects girls' social development needs are integrated into the educational experience.

At CGLA, we believe that every girl has the potential to be an academic achiever and a leader. This firm belief in the promise and potential within each girl undergirds our resolve to offer girls an engaging and rigorous academic experience that prepares them for college completion, grounds them in civic responsibility, and positions them for successful careers in a competitive, knowledge-based global economy.

**Needed Services:**

<b>CGLA - 350 students</b>
Daily Home to School Transportation Service: Middle & High School (Grades 6-12)
After School Tutoring Transportation Service
Field Trips/Activities
Special Education Transportation Service

Separate proposals are requested for each specific type of service listed above. There is the possibility of more than one vendor to be awarded.

**Statement of Purpose:**

The essence of any student transportation contract is that the students be transported to and from school regularly, promptly, safely and without interruption or incident. The children's interest in transportation takes precedence over the interest of either the bidder and its drivers or the Board. The primary obligation of the bidder is to operate its affairs so the Board will be assured of continuous reliable service. For the protection of our children, drivers and all other persons coming in contact with the children must be of stable personality and of the highest moral character. The Board places and the bidder accepts full responsibility of assuring such qualities in personnel. Therefore, all required security clearances and background checks must be satisfactorily completed in accordance with law.

Under the proposed service agreement, the Contractor will be responsible for all aspects of the proposed pupil transportation service subject to the approval of the School. As such, the Contractor must have; the management expertise, the necessary regular and substitute drivers, vehicle mechanics, driver training and safety personnel, school buses and other vehicles, offices, vehicle maintenance and staging areas, and any other equipment, materials, supplies, information systems, and personnel necessary to meet these specifications. By submitting a proposal and accepting a contract, the Contractor represents that it has such management expertise, the necessary regular and substitute drivers, vehicle mechanics, driver training and safety personnel, school buses and other vehicles, offices, vehicle maintenance and staging areas, and any other equipment, materials, supplies, information systems, and personnel necessary to meet these specifications. The Contractor shall comply with all School policies including, but not limited to, those on transportation.

#### A. INTRODUCTION

##### SPECIFICATIONS

It shall be the intention of the School to contract for the transportation of students (sixth through twelfth grade) on each school day as established by the school calendar. The Contractor will be responsible for providing, managing, and furnishing the required number of drivers to transport students to and from school on a daily basis and for assigned co-curricular and field trips.

#### B. TERM

The contract will be awarded for a one-year term. If Contractor offers a competitive rate for multiple years, a longer-term contract will be considered. The Contractor shall include pricing for all of the years requested. The contract will end on June 30, 2025 unless a multiple year proposal is accepted. The School retains the option to extend the contract for additional years.

The transportation provided shall be performed in compliance with the terms and conditions of this Agreement and its attached Schedules and shall commence on the first day of classes as stipulated by the School and shall run for a period of 180 school days for each of the school years of the contract. Should the School extend the school year beyond 180 days, additional days will be charged at the current contract rate.

#### C. GENERAL CONDITIONS

The School shall exercise sole judgment for the routes and schedules to be maintained by the Contractor.

The School is to be the sole judge as to whether the contract is being carried out with expedition and diligence, and whether the work is being done effectively and efficiently.

The Contractor agrees to furnish such reports as may be required by the School or Tennessee Department of Education.

The Contractor will furnish vehicles that conform to all applicable standards for school transportation vehicles to include the Tennessee Department of Transportation. All school buses and other vehicles transporting students must undergo a semi-annual safety inspection as required by the Tennessee Vehicle Code. All vehicles must meet the current minimum standards of the Bureau of Traffic Safety and shall pass annual inspection by the Tennessee State Police. All vehicles must conform to the minimum standards of the laws of the state of Tennessee, and will, at all times, be in good mechanical and sanitary condition.

The Contractor shall not transport students in vehicles displaying another school's branding.

No person other than eligible School students may be transported in a school vehicle except school representatives or riders approved by the School.

School vehicles shall not be loaded beyond the seating capacity as set forth in minimum standards. All other vehicles transporting school children under contract shall provide adequate seating for each student with no standing permitted. The Contractor will provide all special seating or car seats, if required.

If the Contractor fails to provide any of the transportation services required under the provisions of this contract, the Contractor shall not be paid for those days on which it fails to provide transportation services. If the School obtains such transportation services elsewhere, the Contractor shall be liable to the School for an amount equal to the cost to obtain transportation services above the contractual rate in effect between Contractor and School. In addition to any other amounts payable, the School may impose a noncompliance fee equivalent to the Contractor's daily rate for the year to cover additional administrative costs to the School if the Contractor fails to provide transportation services.

#### D. FAMILIARIZATION

The Contractor is required to examine the announcement, specifications, general instruction, exhibits and other contract documents and to become familiar with the routes, schedules, bus stops, traffic conditions, topography, road conditions, locations of schools, including entrance driveways and exits and with all other physical facts pertinent to the performance of the work.

#### E. MANAGEMENT OF EMPLOYEES

Personnel furnished by the Contractor to perform the functions specified in the contract shall be employees of the Contractor. Contractor shall pay all salary, wages, social security taxes, federal and state unemployment insurance, and any other tax relating to the employment of such employees. Contractor shall provide all other required management services, including personnel services, such as licensing, training, supervision, and evaluation, necessary to carry out the terms of the contract.

#### F. SUPERVISION

The Contractor will provide a qualified supervisor and staff of employees. The School must approve the supervisor. The Contractor's supervisor shall cooperate fully with the School's Transportation Coordinator and Business Manager to ensure a safe and efficient transportation system.

1. The supervisor will be trained and experienced in the supervision of bus and van drivers, and will be provided with all of the necessary supplies and equipment to perform the expected duties by the Contractor.
2. The supervisor will provide daily, direct supervision and control of drivers and schedules whenever and wherever necessary (school grounds, bus stops, emergencies, etc.)

The Contractor will agree to make the supervisor and staff available to the School for community related inquiries upon request and notice of the School.

The Contractor agrees to furnish such reports as may be required and at the times designated by the Board or its designated representative. The Contractor agrees to provide the Tennessee Department of Transportation with verification of every requirement for buses and bus drivers, as outlined by the Tennessee Department of Transportation, Tennessee Department of Education, and this contract prior to the opening of school, or whenever new drivers are used, i.e., but not limited to valid school bus driver licenses, physical examination cards, and criminal background checks.

The Contractor is responsible for the behavior and actions of its employees, particularly with regard to adherence to the transportation policies and regulations of the School. Violations of those policies and/or regulations by drivers shall be considered a violation of those policies and/or regulations by the Contractor who employs the driver. Such violations of policies and/or regulations may, at the option of the Board, operate as cause for the termination of a contract for the transportation of school pupils.

The Contractor agrees to obtain directions to destinations for field trips and athletic trips at least 24 hours before the scheduled departure. Last-minute contacts with the School Transportation Coordinator seeking directions are unacceptable and will be limited to trips rescheduled due to the School's request.

The Contractor shall supervise and direct the execution of the contract with the best possible skills and attention, and shall be solely responsible for the means, methods, and procedures for the successful and safe transportation of the students.

The Contractor will work with the School Transportation Coordinator in determining schedules and stops for all students (public, non-public, special needs, etc.), keep all schedules up to date, and report any changes to School.

The Contractor will report to, and work to resolve with, the appropriate school personnel all operation issues, i.e. emergencies, student discipline, complaints, etc.

#### G. DRIVERS

Drivers are subject to the direction and control of the Contractor in the performance of their duties and will be employees of the Contractor.

Every school bus driver provided by the Contractor shall meet all regulations presently in existence or implemented over the term of this contract, the Tennessee Department of Transportation with regard to application, age, fitness, competence, conduct, licensing, physical examination, and continuing eligibility. Drivers must pass periodically administered physical examinations which may be required by the Tennessee Department of Transportation.

The Contractor and its drivers shall acquire and maintain valid permits and licenses required by law. All costs and fees for such licenses shall be the sole responsibility of the Contractor and/or the drivers under its employ.

Drivers will have physical examinations provided at the expense of the driver or Contractor.

The Contractor agrees to submit a list of certified drivers and copies of driver licenses, physical examination cards, and certificates of school bus instruction to the School before the start of each school year under the contract and prior to the start of service by new drivers. Additionally, the Contractor agrees to furnish TN Criminal History Background Check, Child Abuse History Clearance, FBI Fingerprint Report, Safe Schools Training, and all State clearances to the School for all personnel involved in the contract, including but

not limited to all drivers, before drivers are allowed to transport students. The Contractor is obligated to comply with the provisions of the Child Protective Services Laws (CPSL) and School Code with its drivers and other employees.

Both regular and substitute drivers shall be assigned as consistently as possible to the same bus run for the purpose of route familiarization and pupil control. It is the express desire of the School that the rate of driver turnover be minimal.

Drivers assigned to transport disabled, special education, and early intervention program students shall be given special training concerning the techniques of handling such children. The School reserves the right to place its own personnel on these vehicles to assist these students for physical, emotional, or disciplinary reasons.

The Contractor will comply with a request by the School to remove any school bus driver, who, in the School's opinion, is not qualified to operate a school bus or cannot properly control students. The Contractor agrees to maintain compliance with equal employment opportunity and affirmative action personnel policies as required by the State of Tennessee and the Equal Employment Opportunity Commission.

Annual mandatory random drug testing is required at the expense of the Contractor, as specified by state and federal laws. Contractor is responsible to comply with all federal laws, state laws, and local laws, and School policies pertaining to drug and alcohol testing of drivers and related personnel who provide student transportation service for the School.

The Contractor must hold at least two in-services per year addressing safety issues. Additionally, all drivers will participate in two emergency evacuation drills of buses conducted by the School, the first to be conducted during the first week of the school term and the second during the month of March, and additional drills at such other times as the chief school administrator may require in accordance with the Tennessee School Code. The Contractor will provide drivers with prior training and instruction on participating in these drills.

It is encouraged that all drivers be trained in first aid and CPR.

When requested, all drivers must attend orientation meetings scheduled by the School.

The School has the right to review the records of and accept or reject any driver or prospective driver proposed to perform the work pursuant to this contract. A decision to reject a driver will not be deemed to be a decision to discharge the driver from employment with the Contractor but will only be a decision to preclude a driver from



driving a route with the School. All drivers, prior to driving a school bus or van for the School, must be approved by the School Board.

#### H. VEHICLES PROVIDED

The Contractor shall furnish vehicles which conform to the standards for school transportation vehicles approved by the Department of Transportation as applicable. School buses, Type I and II vehicles, shall meet the minimum standards of the Bureau of Traffic Safety and shall pass annual inspection by TDOT during the month of August. All vehicles shall conform to the provision of the law of the State of Tennessee and shall be in good mechanical and sanitary condition.

Vehicles must be provided to meet the needs of the School. It is understood that during the term of this contract, rescheduling and rerouting of runs may result in the addition or a reduction in these numbers in order to meet the School's current needs. The charges for these services will be adjusted accordingly.

All buses assigned to regular daily routes by the bidder pursuant to the contract shall have a chassis no older than six (6) years with the average age of the fleet not to exceed four (4) years. The School prefers that two thirds of the buses be in the one-three-year age category, if possible. All vans to be utilized by the successful bidder for the performance of the contract shall be no older than five (5) years from the date of manufacture. Buses older than seven (7) years may be retained for use as spare buses, if designated as such at the start of the school year. Daily use of spare buses will be kept to a minimum and the School notified in writing when this occurs.

The Contractor is to provide sufficient spare buses as backup units for breakdowns, preventative maintenance, and accident damaged vehicles. The Contractor will also supply a reasonable number of additional buses to provide for special services, such as athletic trips and co-curricular trips. The age of these buses may not be greater than twelve (12) years old. Appropriate bus numbers must be displayed on replacement buses.

Contracted buses may be gasoline or diesel.

All contracted buses are to be national school bus yellow, labeled in the front and rear of the vehicle with the words "School Bus" showing on the outside in accordance with the Tennessee Department of Transportation regulations and other applicable laws and regulations, and are to be numbered according to School choice, with black decals/paint, characters to be 5" in height, visible by placement on the left front corner, right front corner, and on the rear of the bus. Numbers must correspond with those listed on the School's PDE report for transportation services. Inside signage must also be provided by the Contractor as required to satisfy the requirements of the law.

Buses must be equipped with a front-crossing control arm and a side-stop signal arm that are automatically activated whenever a bus stops with red visual signals in use in accordance with the Tennessee Vehicle Code.

All buses shall be equipped by the Contractor with an operating two-way radio, with a dedicated Dispatcher. The two-way radio shall be maintained at the expense of the Contractor. Any two-way radio that is not operating properly shall be repaired or replaced within two (2) working days. Use of the radio system must be in compliance with FCC regulations and is strictly intended for the requirements of this contract.

All buses shall also be equipped with camera mounts (make and model approved by School) and must be provided and maintained by the Contractor. The Contractor shall also have enough cameras to outfit the School's bus fleet, and video recordings should be provided to the school at their request within (1) business day.

All buses should be equipped with GPS tracking ability in order to verify stops, check on speed complaints and assist with route accuracy.

The Contractor agrees to provide vehicle maintenance on all buses and vans utilized under the contract at its own cost. The Contractor shall furnish daily interior cleaning. Exterior cleaning will be done at least once a month, September through June. The Contractor shall also perform daily pre-trip inspections and promptly correct any deficiencies discovered on any vehicles or equipment to be utilized under the contract. Under no conditions may an unsafe bus be used to transport students. The Contractor will keep on file the completed inspection sheets and submit copies of the sheets on demand to officials of the School when requested.

The School retains the right to inspect the school buses and all other vehicles to ensure safety compliance.

It is understood and agreed to by both parties that the Contractor when engaged in one- or two-hour delays for the start of classes will use the extra time to prepare the vehicles for service. School bus engines will be started earlier and left running, within the confines of the idling law, so alternate vehicles can be used in the case of failed starts. In subzero weather during delayed opening, contractors will do short test runs to be sure that their vehicles can complete their routes.

The speed of a vehicle shall at all times be consistent with the safety of the passengers and shall at no time exceed the speed limit as set forth in minimum standards of the Tennessee Department of Transportation, as promulgated from the Vehicle Code, or a reasonable speed for road conditions.

The successful Contractor will be required to provide buses and drivers to any or all municipalities of the School in the event of a community evacuation.

Buses provided by the Contractor must be parked or housed within fifteen (15) miles of the School's facility in a dedicated and secure location.

Contractor must provide description (Manufacturer's No., Bus Chassis, Year of Manufacturer, Approved Seating Capacity, etc.) of the vehicles that will be used at the start of each school year during the term of the contract.

Contractor should have a fully operational spare bus throughout the bid term in case of primary bus malfunction.

#### I. FUEL

The successful bidder(s) shall purchase all necessary motor fuels for the performance of the contract(s).

#### J. SAFETY PRECAUTIONS

The Contractor shall require all drivers to comply with the following safety precautions:

1. All traffic regulations must be observed at all times.
2. Each driver is expected to remain with the bus at all times whether at a school building or on the route.
3. It shall be the duty of each driver to operate the bus at a reasonable rate of speed at all times in conformity with the traffic ordinances and regulations governing the use of buses and motor vehicles.
4. Each driver shall use all care to guard the children, prevent overcrowding and maintain order in his/her bus at all times. Any child refusing to obey the driver shall be reported on the bus conduct forms provided by the School.
5. All children riding on the buses must be carried to their designated stops.
6. No school bus shall be loaded beyond the seating capacity as set forth in a minimum standard as indicated on the "Approved School Bus Sticker." All other public conveyances, when transporting school children under contract, shall provide adequate seating for each student, with no standees permitted.
7. Use of tobacco, drugs or alcoholic beverages in the buses or on school property is prohibited at all times. Contractor will enforce School policies including the requirement that there is no smoking allowed at any time on school buses used in the School.
8. In the event the School would institute any additional safety standards for the transportation of students, the successful

Contractor agrees to install and/or implement such safety enhancements. Any additional costs will be the responsibility of the School.

9. In the event the State would institute any additional safety standards for the transportation of students, the successful Contractor agrees to install and/or implement such safety enhancements. Any additional costs will be the responsibility of the Contractor.

#### BUS ROUTES

Bus routes and bus stops shall be prepared by the Contractor and approved by School and may be modified at the sole discretion of the School. The Contractor shall not deviate from the designated route or stops except by prior written consent of the School or in an emergency. In the case of an emergency, any deviation shall be reported promptly to the transportation office of the School.

Schedule D lists the addresses of students that attended this School in 2023-2024 and most will attend in 2024-2025. The School currently operates with 4 contracted home to school buses and two (2) after school tutoring buses.

An operating time schedule shall be provided by the School. This schedule shall designate the time and place of all bus stops, both morning and evening, and shall be carried on the bus and posted at the school. The time schedule may be modified by the School as the occasion demands but only after due notice has been given to parents and operator. In addition, student rosters will be provided prior to the first day of the school year.

The School reserves the right to revise any and all routes to suit the education program at any time, and such revision shall be deemed an ordinary part of the contract. The School further reserves the right to add or delete bus routes within reason.

Field trips, athletic trips, extra-curricular and other similar types of trips are to be charged at an hourly rate.

The Contractor must have a dedicated routing software to assist in producing most efficient routes for the academic year.

#### L. PUPIL SUPERVISION

The School delegates to the Contractor the necessary authority to supervise and control students on buses and vans in accordance with School rules. Authorization shall not include corporal punishment, nor the right to eject any offender under circumstances other than those which present an immediate danger likely to result in injury. Bus

conduct reports must be completed by the driver and given to the transportation coordinator, building administrator, or designee(s).

Pupils shall be taken on and discharged from the bus only at the designated stops and at the extreme right of the road or other location as designated by the School. No pupils shall be permitted to get on or off the bus while it is in motion. No school bus operator shall start the bus or signal the driver of any vehicle who has stopped in compliance with the provision of the laws of Tennessee, to proceed until after each child who may have alighted there from shall have reached a place of safety.

No person other than a school pupil shall be transported in a school vehicle except in an emergency or when designated by the Superintendent or his/her designee. Nothing except passengers and their belongings shall be transported in the school vehicle while it is engaged in transporting pupils to and from school.

#### M. SPECIAL NEEDS STUDENTS

Drivers assigned to transport disabled, special education, and early intervention program students shall be given special training concerning the techniques of handling such children. The School reserves the right to place its own personnel on these vehicles to assist these students for physical, emotional, or disciplinary reasons. Any equipment to accommodate these students shall be provided by the Contractor at its expense.

#### N. RIGHT TO CONTRACT WITH OTHERS

The School reserves the right to contract with others for the transportation of pupils.

#### O. SCHOOL CANCELLATION OR DELAYED START OF SCHOOL

The CEO, or designee, shall have the sole responsibility of altering, delaying or canceling bus service during inclement weather. The Contractor agrees to advise the School of road conditions when requested. The Contractor further agrees to abide by the decision of the CEO, or designee, and operate on the assigned schedules and routes.

#### P. REGULATIONS AND COMPLIANCE

The Contractor must comply with the regulations of the Tennessee Department of Education, the laws of the State of Tennessee, the regulations of the Tennessee Department of Transportation, all federal laws and the policies, rules and regulations of the School.

#### Q. INDEPENDENT CONTRACTOR

The relationship of the Contractor with the School is as an independent contractor. It is understood that the Contractor and its individual employees who will be performing the work pursuant to this contract are not employees of the School and are not entitled to the benefits provided by the School to its employees, including but not limited to group insurance, state pension plan enrollment, vacation, leaves of absence, workers' compensation insurance, or unemployment compensation insurance.

#### R. NON-TRANSFERABLE CONTRACT

The contract shall not be transferred or assigned without the prior approval of the board and the written consent of the School.

#### S. PAYMENT

The School agrees to pay the Contractor on a monthly basis based on actual services provided. Billing shall be on a monthly basis and any accumulated billing not deemed monthly billing must be submitted by the 15th of June of that school year. Accumulated bills not submitted by that date shall be paid at the discretion of the School (Schedule A).

#### T. INSURANCE

The Contractor agrees that, prior to the effective date of the contract, the Contractor will file with the School evidence of a Public Liability Insurance Policy, issued by a company authorized by law to insure in Tennessee. This policy shall be in effect for the duration of the contract in amounts not less than the amounts listed in Schedule B.

The Contractor will, at his expense, prior to the effective date of the contract, provide the School with valid and collectible evidence of Business Automobile and Liability Insurance for each vehicle in an amount not less than the amount as evidenced on the standard ACCORD Certificate of Insurance as per Schedule B. The Certificate of Insurance should indicate that the School and its Board of Directors are additionally named insured on the policy that provided business automobile liability to the Contractor. The coverage must be in effect for the duration of the contract and shall run concurrently with the effective dates of the contract.

These certificates shall contain a provision that the coverage afforded under the policies will not be canceled or materially changed until at least thirty (30) days prior written notice has been given to the School.

Workers' Compensation insurance will be required on all employees of the Contractor who will be involved in any aspect of the operations contemplated by the contract with the School. Insurance coverage shall be issued by a company licensed to insure in Tennessee.

The certificate of insurance on the liability and worker's compensation naming the School and its Board of Directors as additional insureds must be forwarded to the School prior to the commencement of all contracts.

Each party will immediately notify the other of any accident or condition which arises out of or touches upon the work performed by the Contractor on School business, so as to handle potential problems on a timely basis in the best interest of both parties.

#### U. INDEMNIFICATION

In addition to the insurance requirements included as part of the specifications, the Contractor shall also defend, indemnify and hold harmless the School from and against any and all claims, suits, judgments, and demands whatsoever, including without limitation to costs, litigation expenses, counsel fees, and liabilities with respect to injury to, or death of, any person or persons whatsoever, or damage to property of any kind by whosoever owned, arising out of or caused or claimed to have been caused in whole or in part by the acts or omissions of the Contractor, its agents or employees, in the performance of the contract and further agrees to indemnify the School against any such claims allegedly caused in whole or in part, whether or not it be the fact, by reason or negligent instructions or directions given or purportedly given by any of the School representatives with respect to the performance of the contract.

#### V. FORFEITURE

If the Contractor fails to perform satisfactorily, or to furnish safe and adequate personnel and equipment, or otherwise fails to comply with the terms of the contract, including home to school transportation, co-curricular trips, and additional routes, the School may cancel the contract without prior notice and procure services elsewhere. The School may in its sole discretion offset subsequent payments; call for the forfeiture of the 20% Letter of credit; and other surety instruments and/or collateral.

If the Contractor fails to perform satisfactorily any of the transportation services required under the provisions of proposal and contract, the Contractor shall not be paid for those days in which it fails to provide transportation services or continuously fails to meet the required time schedule, and should the School be able to obtain such transportation services elsewhere, the Contractor shall additionally be liable and, upon submission of an invoice by the School, pay to the School the additional cost to the School in

obtaining the transportation services above the contractual rate in effect between the Contractor and the Board of School Directors. In the event the School should be unable to obtain such transportation services elsewhere, or in lieu thereof at the option of the School, the Contractor shall pay to the School, in addition to any other accounts payable hereunder, additional administrative costs to the School in the amount of two hundred dollars (\$200.00) per day to be deducted from the next payment to the Contractor.

#### W. NON-DISCRIMINATION PROVISION

The Contractor agrees to comply with the provisions of Tennessee in providing equal employment opportunities to those the Contractor hires in connection with all work performed on behalf of the School. The Contractor will not discriminate nor permit discrimination by its agents or employees against any employee or applicant for employment because of race, color, religion, age, or natural origin. The Contractor will supply all compliance reports required by Tennessee. Failure to comply with all requirements and regulations of the State shall constitute a substantial breach of this contract and reason for termination upon written notice to the Contractor.

#### X. RIGHT TO MONEY

The School Board believes and represents to Contractors that it has the right to enter a contract for transportation services. Nevertheless, in the event that right is challenged, the Board reserves the right to reject any and all proposals and/or to modify the terms of the proposals to protect the interests of the School. In the event such modifications are unacceptable to the Contractor, such Contractor shall be released from any obligation to the School. The Board shall consider all matters arising out of this contract not specifically provided for therein.

#### Y. AWARD

The School will not be required to make an award based on the best qualified bidder and reserves the right to reject any and all proposals and/or modify the terms of the proposals to protect the interest of the School. In the event, such modifications are unacceptable to the Contractor, they shall be released from any obligation to the School. The Board shall consider all matters arising out of this contract not specifically provided for therein.

#### Z. DEFAULT AND REMEDIES

Upon the occurrence of an event or default of any term of the Agreement, the non-breaching party shall be entitled to exercise any or all remedies available at law, in equity or otherwise, each such remedy being considered cumulative. No single exercise of a remedy shall be deemed an election to forgo any other remedy, and any failure



to pursue a remedy shall not prevent, restrict, or otherwise modify its exercise subsequently.

## SCHEDULE A

### Payment Schedule for Transportation Contractors

1. Contractors will be required to furnish invoices for regular transportation for the months of August through June of each contract year to be paid net 30 by the Finance Department.
2. Bills for other student transportation services (after-school, summer transportation, athletics, field trips, activities, etc.) must be billed separately by individual service and are to be submitted based on actual costs incurred in order to be paid.

SCHEDULE B

1. General Liability and Comprehensive Automotive Liability in effect for the duration of the contract:

1. \$1,000,000 - each person, bodily injury
2. \$2,000,000 - aggregate, for each accident, bodily injury
3. \$1,000,000 - property damage
4. \$5,000,000 - umbrella coverage

SCHEDULE C

July

M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

August

M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

October

M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

December

M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

February

M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

April

M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

September

M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

November

M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

January

M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	16	17	18	19
20	21	22	23	24
27	28	29	30	31

March

M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

May

M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

# 2024-2025

## Color Key

#	Admin In-Service	7
#	Full Student Day	176
#	PD Day (Stockpile)	5
#	Paid Holiday	6
#	Winter Break (Paid)	10
#	Unpaid Holiday	14
#	End of Qtr	
#	Parent Conferences (1/2 for students)	

**TOTAL: 204**

1st SEMESTER (92 Days)	
Q1	50 Days
Q2	42 Days

2nd SEMESTER (89 Days)	
Q3	47 Days
Q4	42 Days

Calendar At-a-Glance	
July 25-31	Admin In-Service
August 1	First Day for Students
Aug 30-Sept 2	Labor Day Break
October 14-18	Fall Break
October 21	PD Day
November 5	Parent conferences
November 27-29	Thanksgiving Break
December 20	PD Day
Dec 23-Jan 3	Winter Break
January 20	MLK Day
February 4	Parent conferences
February 14-17	President's Day
March 17-21	Spring Break
March 24	PD Day
April 18	Spring Holiday
May 21	Last Day for Students
May 22	Admin In-Service
May 23	Last Day for Teachers

Last edited 4.1.2024

Schedule D

300 Tranquility Dr	30741
6501 Basil Ln	37341
7707 Farmwood Ln	37341
1217 Echo Drive	37343
1664 Greendale	37343
220 Integra Vistas	37343
7173 Meredith Ct	37363
14106 Mount Tabor Rd	37379
1226 Poplar St.	37402
1118 Grove St	37402
817 E Martin Luther King Blvd	37403
1138 Pierce Ave	37403
779 E Martin Luther	37403
1902 S Kelley St	37404
3644 Tanaka Trl	37404
3644 Tanaka Trl	37404
2210 Duncan Ave.	37404
1535 Dodds Ave	37404
411 Derby St	37404
1509 Lynnbrook Ave	37404
2420 E 13th St	37404
1401 S Highland Park Ave	37404
1804 S Willow St	37404
1705 S Lyerly St	37404
1805 Carson Ave	37404
1605 E 14th St	37404
2507 Vance Avenue	37404
1711 S Lyerly St	37404
2212 Bennett Ave	37404
2604 E 16th St	37404
1913 S Orchard Knob Ave	37404
2420 Kirby Ave	37404
1909 Buckley St	37404
1932 Blackford St	37404
1904 E 14th St	37404
2301 Bailey Ave	37404
2520 E 17th St	37404
2207 Chamberlain Avenue	37404
309 N Holly St	37404
2224 E 19th St	37404
1833 S Kelley St	37404
1702 S Willow St	37404
2110 E 13th St	37404
1918 S Watkins St	37404
1918 S Watkins St	37404
1121 S Highland Park Ave	37404

1409 E 16th St	37404
1906 Huff Pl	37404
1605 E 19th St	37404
2001 S Lyerly Street	37404
1715 Vine St	37404
1610 S Beech St	37404
1610 S Beech St	37404
1610 S Beech St	37404
2010 E 13th St	37404
2013 S Orchard Knob Ave	37404
1900 S. Kelly St.	37404
2117 Raulston St	37404
2117 Raulston St	37404
2117 Raulston St.	37404
2109 Bennett Ave	37404
1707 S Orchard Knob Ave	37404
1600 Mulberry St	37404
1728 Bailey Ave	37404
2112 E 14th St	37404
1703 S Kelley St	37404
1403 E 16th St	37404
1815 Mulberry St	37404
1607 S Beech St	37404
1911 Buckley St	37404
1911 Buckley St	37404
1911 Buckley St	37404
2014 E 13th St	37404
1911 Buckley St	37404
2211 E 14th St	37404
2014 E 13th St	37404
1208 S Watkins St	37404
1208 S Watkins St	37404
1607 S Highland Park Ave	37404
1905 Raulston St	37404
1701 S Lyerly St	37404
1611 S Kelley St	37404
1507 Mulberry St	37404
2004 Bennett Ave	37404
1311 E. 17 Street	37404
2804 S Hawthorne	37404
1814 E 12th St	37404
1306 S Lyerly St	37404
1814 Mulberry St	37404
713 Dodson Ave.	37404
1005 Holly St	37404
2104 E 14th St	37404
2115 E 12th St	37404
442 N Hickory St	37404

1701 S Orchard Knob Ave	37404
1909 Buckley St	37404
1715 Vine St	37404
1712 Ivy St.	37404
1900 S Orchard Knob Ave	37404
1714 S Kelley St	37404
2408 E 14th St	37404
2625 E 19th St	37404
1705 S Willow St	37404
2711 E Main St	37404
1511 S Willow St	37404
1819 S Kelley St	37404
1507 Mulberry St	37404
1111 S Willow St	37404
2412 E 14th St.	37404
1803 S Beech St	37404
2003 Tinsley Pl	37404
1511 S Orchard Knob Ave	37404
1804 S Beech St	37404
1718 Carson Ave	37404
510 S Greenwood	37404
1505 Duncan Ave,	37404
2506 Bailey Ave	37404
1706 Vance Ave	37404
2120 Vance Ave	37404
910 S Kelley St	37404
910 S Kelley St	37404
2108 Vance Ave	37404
2514 Bailey Ave	37404
2216 Bailey Ave	37404
2110 Vance Ave	37404
1401 S Highland	37404
1509 Anderson Ave,	37404
2002 E 13th St	37404
1615 Anderson Ave	37404
1801 S Highland	37404
1402 E 16th St	37404
1815 Watauga St	37404
1600 E 12th St	37404
2104 E 14th St	37404
2003 E 13th St	37404
1905 S Watkins St	37404
2604 E 16th St	37404
1603 E 18th St	37404
2001 S Lyerly St	37404
1606 S Beech St	37404
2001 S Lyerly St	37404
2615 E 17th St	37404

2305 E 17th St	37404
1611 S Kelley St	37404
1505 Mulberry St	37404
2711 E Main St	37404
1913 S Orchard	37404
2016 E 20th St	37404
1908 Huff Pl	37404
1602 E 20th St	37404
1601 E 19th St	37404
149 Acorn Oaks Circle	37405
405 Jadie Ln	37405
29 Wert St	37405
701 Mansion Cir	37405
107 Devel Lane	37405
1004 Sheridan St	37406
1411 N Chamberlain Ave	37406
2005 Hardy street	37406
2005 Hardy St	37406
3838 Deerfoot Dr	37406
1612 Bradt St.	37406
2900 Taylor St.	37406
2017 Wilson St	37406
1210 N Hickory St	37406
1501 Arlington Ave	37406
2657 Glass St	37406
3705 Shamrock Dr.	37406
1607 Olive St	37406
1820 Milne St	37406
3107 13th Ave	37406
7110 Wilson St.	37406
7229 Banther Rd	37406
952 N Orchard Knob	37406
2027 Tunnel Blvd	37406
2001 Sherman St	37406
1968 Acer Cir	37406
1968 Acer Cir, # 5	37406
2919 Lightfoot Mill	37406
2305 Gilbert St	37406
2531 Judson Ln	37406
2308 Cushman St	37406
1612 Bradt St	37406
505 Fisher Ave	37406
1726 Wilson St	37406
3401 Campbell St	37406
2001 Wilson St	37406
3401 Campbell St	37406
3401 Campbell St	37406
3213 14th Ave.	37407



1217 E 35th St Pl	37407
2819 4th Ave	37407
3505 6th Ave	37407
4800 13th Avenue	37407
3202 5th Ave	37407
3202 5th Ave	37407
4504 14th Ave	37407
3619 6th Ave	37407
3909 12th Ave	37407
3909 12th Ave	37407
2107 E 25th St	37407
2746 4th Ave, 74	37407
3911 5th Ave	37407
6220 Shallowford Rd	37407
5007 17th Ave	37407
4309 10th Ave	37407
2406 Dodds Avenue	37407
2102 E 26th St	37407
2823 4th Ave	37407
3103 5th Ave	37407
3314 Clio Ave	37407
3314 Clio Ave	37407
1719 Foust St	37407
1305 E 31st St	37407
4214 10th Ave	37407
3223 7th Ave	37407
3223 7th Ave	37407
2430 Dodds Ave	37407
1912 E 32ND St	37407
3307 3rd Ave	37407
5003 14th Ave	37407
5003 13th Ave	37407
2616 E 41st St.	37407
1912 E 32nd Street	37407
2613 E 41st St	37407
2128 E 27th St	37407
3613 12th Ave	37407
3403 13th Ave	37407
4310 E 14th St	37407
3213 7th Ave	37407
2900 E 34th St	37407
1407 E 50th St	37407
3203 8th Ave	37407
3203 8th Ave	37407
3011 12th Ave	37407
2007 E 33rd St	37407
1719 Foust St	37407
2140 E 27th St	37407

3202 5th Ave	37407
1912 E 32nd St	37407
1917 E 31st Street	37407
3704 Dodds Ave	37407
3505 6th Ave	37407
3804 13th Ave	37407
3602 5th Ave	37407
4111 12th Ave	37407
4800 13th Ave	37407
4504 14th Ave	37407
1501 E 50th St	37407
2108 Chestnut St.	37408
426 E 16th St	37408
1328 Slayton St	37408
1919 Central Ave	37408
624 E 19th St	37408
1923 Central Ave	37408
121 W 26th St	37408
348 W 38th St.	37410
230 Water St	37410
4941 Woodland View Circle	37410
280 Croll Ct	37410
4422 Fagan St.	37410
3307 Delong Ave	37410
1020 W 37th St	37410
5265 Usher Dr	37410
5500 Central Ave	37410
229 Water St	37410
212 Water St	37410
4000 Kirkland Ave	37410
250 W 37TH ST	37410
530 W 37th St	37410
417 W 40th St	37410
272 W 36th St	37410
806 E 49th St	37410
110 N Lovell Ave	37411
3900 Kemp Cir	37411
1501 Mike Edd Ln	37411
408 Oriole Dr	37411
701 N Germantown Rd	37411
3235 Navajo Dr.	37411
1710 Monterey Dr	37411
423 Booth Road	37411
3620 Perry Street	37411
110 N Lovell Ave	37411
3235 Navajo Drive	37411
1715 Verona Dr	37411
3509 Hoyt St	37411

1103 Overlook Ave	37411
4404 Live Oak Ln	37411
810 Eddings St	37411
4706 Biltmore Ave	37411
604 Ledford St	37411
1306 Tunnel Blvd	37411
1400 Dalecrest Ct	37411
800 N Moore Rd	37411
722 Talley Rd	37411
4308 Midland Pike	37411
3310 Idlewild Cir	37411
6970 Tiffany Ln	37412
1313 Swope Dr	37412
3636 Weldon Dr	37412
3418 Myra Ave	37412
3903 Fountain Ave	37412
4128 Eastway Terrace	37412
1900 Schmidt Rd	37412
3431 Crabtree Dr	37412
1728 John Ross Rd	37412
2401 Kirby Ave	37412
5806 Clover St	37412
3121 Bimini Pl	37412
915 Seminole Dr.	37412
161 Allen Rd	37415
3825 Hixson Pike	37415
4703 Ranger Ln	37416
4309 Innwood Ln	37416
5315 Hwy 58	37416
6234 Stockton Dr	37416
3727 Skylark Trl	37416
4417 Oakwood Dr	37416
4555 Tricia Dr	37416
4421 Murray Hills	37416
6409 Rosemary Dr	37416
3350 Winter Ln	37419
6220 Shallowford Rd	37421
1544 Southernwood Dr	37421
7249 E. Brainerd Rd	37421
1801 Verona Dr	37421
1801 Verona Dr	37421
6875 Robin Dr	37421
6818 Sunalay Ln	37421
8022 Slugger Way	37421
94 Melrose Dr	37421
94 Melrose Dr	37421
2137 Sun Crest Ln	37421
1701 N Concord Rd	37421

7255 Lee Hwy	37421
3918 Juniper St	37421

\*\*This is a complete list of all addresses for all students; however, not all students will ride the bus. Please provide routes based on addresses above.