

City of Hollywood, Florida

2600 HOLLYWOOD BLVD. P.O. Box 229045 ZIP 33022-9045

DATE: September 20, 2017

RE: BLANKET ORDER #: B003047

PRODUCT/SERVICE: School Bus

Transportation Services

Maria Gamboa Bus Services, Inc. V#35787

Telephone Contact: 786-539-8529

PO BOX 173286

Email: info@mgbus.net

Hialeah FL, 33017

Dear Vendor:

This is to inform you that the City of Hollywood,	, Florida is entering into a Blanket C	order with your
Company based on one of the following:	-	•

Compa	any based on one of the following:	
	FORMAL BID #	
	INFORMAL BID #:	DATED:
	RENEWAL OF FORMAL BID#	DATED:
	EXTENSION OF FORMAL BID/RFP#	DATED:
	WRITTEN QUOTATION #	DATED:
	VERBAL QUOTATION PER	DATED:
	STATE OF FLORIDA CONTRACT #	DATED:
	BROWARD COUNTY BID#	
\boxtimes	OTHER: PIGGYBACK SCHOOL BOARD OF BROWARD COUNTY, FL SCI SERVICES BID # 18-014R	HOOL BUS TRANSPORTATION

The term of this order is 9/29/2017 through 6/30/2020.

The estimated annual dollar value is \$58,000.00

The obligations of the City of Hollywood under this order are subject to the availability of funds lawfully appropriated for its purpose by the City Commission and are subject to the terms and conditions contained on the Purchase Order form.

NOTE: Prior to commencement of any work, certificates of insurance meeting the requirements of the Risk Manager and naming the City of Hollywood as additional insured, must be forwarded to Procurement Services.

The City of Hollywood Departments will issue hard copy orders against this Blanket Order as your authorization to deliver. All invoices must reference each unique document number.

If you have any questions, please contact Robert Lowery at (954) 921-3552.

c: Parks, Recreation and Cultural Arts Finance





CITY OF HOLLYWOOD, FLORIDA

2017 JUL 26 PM 1: 08

PROCUREMENT SERVICES DIVISION

Piggybacking Request Form (Use for purchase(s) over \$25,000, when piggybacking off other contracts)

Date <u>07/24/17</u>	
Department/Office PRCA	Division/Area Rec/3161
Contract Administrator <u>Joaquin Arellano</u>	Title Parks Manager- Recreation & Aquatics
Phone <u>954.921.3404</u>	Email jarellano@hollywoodfl.org
Requested Vendor <u>Maria Gamboa</u>	Vendor Number <u>35787</u>
Address PO Box 173286, Hialeah, Fl 33017	
Contact Person Rosemary Rodriguez	Title
Phone <u>786.539.8529</u>	info@mgbus.net
2. Contract title requesting to piggyback? School Bus Trans	
Awarding Agency School Board of Broward County	<u>, FL</u>
Contract Expiration Date <u>06/30/2020</u>	
Copy of Contract and Awarding Agency documenta	ition is attached. ⊠ Yes □ No
3. Product/Service being requested (be specific). Bus transprogram at Kay Gaither and Washington Park throughtout tis needed Monday- Friday between 1:30 PM and for 4-6 ho	he year and summer camp field trips. Transportation
Procurement Service Division	n use only
Requisition # R Purchase Order # P (As Applicable) (As Applicable)	Blanket Purchase Oder # BPO(As Applicable)
(Revised 08/2015)	

	scription of the products/services function and purpose services (shuttling and fieldtrips) for drop-off to after so amp field trips	
	ain what process the Department/Office took to verify a the School Board of Boward County contract and found	
	ative contracts evaluated to determine that the City is or	
		☐ Yes ⊠ No
Please	e explain <u>N/A</u>	
7. Total cost of	f the requested product/service. Approx. \$58,000	
8. Total estima	ated annual (fiscal year) cost of requested product/serv	rice. <u>Approx. \$58,000</u>
Accour	nt Number(s) <u>01.3161.00000.572.004004</u>	11.3100.77322.574.004911
9. Is this produc	ict/service covered by a warranty? ☐ Yes ☒ No	
If yes,	please attach a copy of the warranty details.	
	purchase(s) result in the potential of future purchases particular vendor or create a specific vendor as sole so	
☐ Yes	s 🛮 No	
If yes,	please describe the related products/services and esti	imated cost(s.)
11. Would this	purchase(s) result in any future maintenance costs wh	nich are not included in the initial purchase?
☐ Yes	s 🗵 No	
If yes, p	please attach a draft maintenance plan which includes	s cost estimates and funding source(s.)
12. Is this a gra	ant related purchase? ⊠ Yes □ No	
	please provide details (timeline, expiration dates, mile ummer fieldtrip are grant funded (\$30,000)	stones, special procurement requirements,
Will this	s require matching funds? ☐ Yes	
What is	s the grant source? Children Service Council of Browa	ard County
What is	s the grant (dollar) amount? <u>\$490,000</u>	
	Procurement Service Division use only	
Requisition # R_ (As Applicable)	Purchase Order # P (As Applicable)	Blanket Purchase Oder # BPO(As Applicable)
(Revised 08/2015	5)	

 Please complete an ad Systems for Award Manage 		dor recommended	for award on the Fe	ederal Government's
Date of Advanced	Search			
Company Name(s)	Searched	Search Results		
-				
			_1	
	EQUESTING DEPARTM	ENT DECOMMEN	- DATION	
Note: By signing and ret all portions (scope, term approval based on the coand to the best of you knowle or regulation.	ns, conditions, pricing ontract complying with	i, etc.) of the rec the City of Hollyw	quested contract rood's scope and	and recommend its pricing requirements
Contact Person's Signature	-	Date	-	
Supervisor's Signature		7/24/17 Date		
Muddles		7.24-17		
Director's Signature		Date		
	APPROVAL (Procure	ment Service Divi		
Verified By:			Date	
Approved By:			Date	
	Procurement Service	e Division use only		
Requisition # R	Purchase Order # P		Blanket Purchase Oc	der#BPO
(As Applicable)	(As Applicable)	***************************************	(As Applicable)	***************************************

(Revised 08/2015)



Maria Gamboa Bus Service Inc PO BOX 173286 | Hialeah, FL 33017 Office: (786)539-8529 Fax (305)675-9284 Email: info@mgbus.net

To: City of Hollywood Procurement Department

Maria Gamboa Bus Service will be able to offer school bus service for the City of Hollywood Department of Parks, Recreation & Cultural Arts through the current bid we have with The School Board of Broward County, Florida (Bid # 18-014R). The hourly rate offered to the school board (\$48.00/hour) will be honored in this contract with the same terms and conditions of The School Board of Broward County Bid. Please let us know if any further information is needed.

Rosemary Rodriguez

7720 WEST OAKLAND PARK BOULEVARD, SUITE 323, SUNRISE, FL 33351 • PH: 754-321-0505 EMAIL: purchasingHelpDesk@BrowardSchools.com www.broward.k12.fl.us/supply/

CONTRACT AWARD DETAILS

Contract Number:

18-014R

(Previous Contract Number: 14-064V)

Contract Title:

School Bus Transportation Services

Contract Value:

\$2,000,000

Contract Start Date:

July 1, 2017

Contract Expiration Date:

June 30, 2020

Purchasing Agent:

Michelle Bryant Wilcox

E-mail Address:

michelle.wilcox@browardschools.com

Telephone Number:

754-321-0503

Purchasing Technician:

Juan Perez

E-mail Address:

Juan.Perez@browardschools.com

Telephone Number:

754-321-0513

Background:

The ITB is for pre-qualified School Bus Transportation Services to provide extra-curricular transportation services to transport students, staff, chaperones, advisors, etc., to and from athletic and scholastic events, field trips.

M/WBE Goal and M/WBE Vendors:

Insert Information Here

Certified MWBE	Certification Number	Expiration Date
Maranata School Bus Service Corp.	7007-6920	March 3, 2020

Method of Award (MOA):

Invitation to Bid

Broward County School Board End Users and Point of Contact Information

End User Name & Address	Point of Contact
Pupil Transportation and Fleet Services 3831 NW 10 th Avenue Oakland Park, Florida 33309	Michelle Bryant Wilcox

7720 WEST OAKLAND PARK BOULEVARD, SUITE 323, SUNRISE, FL 33351 • PH: 754-321-0505 EMAIL: purchasingHelpDesk@BrowardSchools.com www.broward.k12.fl.us/supply/

Awarded Vendor and Contract Pricing

Insert Information Here

Awarded Vendor's Information	Items Awarded	Contracted Pricing
Vendor # A1A Transportation 4749 Orange Drive Davie, FL 33314 Broward #:954-584-5877 Ext 302 Fax 954-584-5878	Hourly Rate	\$57.00
Vendor # Maranata School Bus Service Corp. 7161 SW 7th Street Miami, FL 33144 Phone: 305-264-8423 Fax: 305-260-0732	Hourly Rate Flat Rate/Per Day/Per Bus	\$51.00 \$975.00
Vendor # Maria Gamboa Bus Service 4491 NW 198 th Street Miami Gardens, FI 33055	Hourly Rate	\$48.00

^{*}Refers to certified M/WBE business.

Delivery Requirements

Insert Information Here

Contract Addendum and Contract Change Log

The primary purpose of the log is to record/track each procurement action from the date of initial award (this includes amendments, modifications, addition/deletion of award items, transfer of funds between agreements, contract modifications, contract renewals, pre-qualification and/or MWBE certification of vendors, vendor information changes, etc. This log eliminates the requirement to issue separate award sheet addendum.

The following amendments/changes have been implemented subsequent to the award of this contract.

Event No.	Date Issued	Description	Purchasing Agent
Event #	Date		PA Name

EXECUTIVE SUMMARY

Recommendation for \$500,000 or Greater 18-014R – School Bus Transportation Services

This request is to approve the recommendation to award Invitation to Bid (ITB) 18-014R – School Bus Transportation Services for three (3) years from July 1, 2017, through June 30, 2020. This ITB replaces ITB 14-064V – School Bus Transportation Services, awarded as a three (3) year contract from June 1, 2014, through June 30, 2017.

The School Board of Broward County, Florida, received three (3) responses to the ITB 18-014R – School Bus Transportation Services. School bus transportation services are utilized by various schools to provide extracurricular transportation services to transport students, staff, chaperones, and advisors to and from athletic and scholastic events, and field trips. This service may also be used from home-to-school, school-to-home, and school-to-school (shuttles, supplemental bus routes, or any other additional service trips). Transportation services may include day trips to various sites throughout Palm Beach, Broward, and Miami-Dade counties, as well as overnight trips throughout the State of Florida.

The solicitation for the new bid was advertised on April 4, 2017, with a due date of April 25, 2017. Bids were received from three (3) vendors: A1A Transportation, Inc.; Maranata School Bus Service, Corporation; and Maria Gamboa Bus Service. All bids received met and/or exceeded the terms and conditions of the bid specifications and are recommended for award. Marie Gamboa Bus Service is a certified Minority/Women Business Enterprise vendor with the District.

The total contract award request for ITB 18-014R is \$2,100,000. The recommendation is based on an average monthly spend of approximately \$53,000 per month for thirty-six (36) months including a five percent price increase over the previous bid.

The previous ITB had a total of ten (10) vendors recommended for award with only eight (8) transportation vendors used during the term of the contract. Below is a chart on the previous awarded vendors, their pricing and the percentage of usages:

	Vendors awarded	Vendors recommended	Percent usage on the
	under 14-064V	for award under 18-014R	ITB 14-064V
Vendor	Hourly Rate	Hourly rate	Percentage of Usage
A & S Transportation	67	No Bid	0%
A. Oliveros, Inc.	50	No Bid	0%
A1A Transportation	54	57	75%
Air B School Bus Transportation	48	No Bid	2%
Always on the Go	60	No Bid	6%
Gesper	100	No Bid	0%
Maranata	46	51	2%
Maria Gamboa Bus Service	48	48	0.04%
Transportation Authority	60	No Bid	0.04%
World of Kids	50	No Bid	5%

Throughout the term of the contract, Procurement & Warehousing Services Department will advertise semi-annually and addendum ITB to add vendors to the existing qualified pool of transportation vendors.

The School Board of Broward County, Florida Procurement & Warehousing Services

ITB / RFP No.:	18-014R	Tentative Board Meet	ing Date*:	JUNE 13, 2017	
Description:	SCHOOL BUS TRANSPORTATION SERVICES	Notified:	169	Downloaded:	18
Name and the second sec		ITB / RFP Rec'd:	3	No. Bids: 0	
For:	DISTRIC-WIDE	ITB / RFP Opening:	APRIL 25	5, 2017	
Fund:	INTERNAL AND OPERATING BUDGET	Advertised Date:	APRIL 4,	2017	
& Warehousing Ser who is adversely af decision or intendent notice of protest or istates that "The form and days during who Director of Procure protesting an intended Broward County, FSBBC Policy 3320, (*) The Cone of	B/RFP RECOMMENDATION/TABULATION: ITB / RF revices and www.Demandstar.com on MAY 4, 20 feeted by the decision or intended decision shall file a notice of decision. The formal written protest shall be filed within terfailure to file a formal written protest shall constitute a waiver of mal written protest shall state with particularity the facts and latic the District is closed shall be excluded in the computation ment & Warehousing Services, 7720 West Oakland Park Bouled decision shall post with the School Board, at the time of fill forida, (SBBC), in an amount equal to one percent (1%) of the Part VIII, Purchasing Policies, Section N, within the time allows Silence, as stated in the ITB / RFP, is in effect until this entative. Confirm with the Purchasing Agent of record for the process of t	of protest, in writing, we in (10) days after the dat of proceedings under this aw upon which the prote of the 72-hour time perievard, Suite 323, Sunrise ling the formal written put e estimated value of the powed for filing a bond start of the actual date the	nd will remainth in the notice of chapter. Seed st is based." Sood provided. The contract of the contract of the notice of the	n posted for 72 hours. Any pers after the posting of the notice of protest is filed. Failure to fit tion 120.57(3)(b), Florida Status Saturdays, Sundays, state holid Filings shall be at the office of 51. Any person who files an act, payable to The School Board ilure to post the bond required a waiver of the right to protes. The Board meeting date	rson e of le a ites, lays the tion d of
	RECOMMENDATIO	N TABULATION	V		
VENDOR NAM	<u>E(s)</u>	ITEM(S) AV	ARDED		
A1A TRANSPORT	TATION, INC.	ITEM 1			
MARANATA SCH	OOL BUS SERVICE, CORPORATION	ITEM 1,2			
* MARIE GAMBO	A BUS SERVICE	ITEM 1			
* CERTIFIED M/W	VBE				
SPECIFICATION,	HE AWARD BE MADE TO THE ABOVE BIDDERS W TERMS AND CONDITIONS OF THE INVITATION TO BI OD: JULY 1, 2017, THROUGH JUNE 30, 2020.		XED FLAT	RATE AND COMPLIED W	VITH
Ву:	Milelle Byrt W		Date: MA	Y 4, 2017	

The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender expression, national origin, marital status, race, religion, sex or sexual orientation. Individuals who wish to file a discrimination complaint, may call the Executive Director, Benefits & EEO Compliance at 754-321-2150 or Teletype Machine (TTY) at 754-321-2158.

Procurement & Warehousing Services Broward County Public Schools

	Description	A1A Tr	A1A Transporation Maranata School Bus Service	Marana	ta School	Bus Service	ě	Maria Gamboa	ooa
The state of the s	Single hourly rate (per bus) to provide Schoo Bus Transportation Services in accordance with the terms and conditions of the ITB	↔	57.00 \$	₩		2	51.00 \$		48.00
	Single flat rate (per bus/perday) to provide School Bus Transporttion for more than one day with the terms and conditions of the ITB			€		26	975.00		

ACORD _™ CERTIFICATE OF LIABILITY	DATE(MM/DD/YYYY) 8/28/2017			
PRODUCER Public Transportation Specialist 7735 NW 146 Street C-100	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.			
Miami Lakes, Fl 33016 305-818-9544	INSURERSAFFORDING COVERAGE	NAIC#		
INSURED Maria Gamboa Bus Services Inc	INSURERA: New York Marine & General Ins Co			
	INSURER B: General Star Indemnity Co			
PO Box 173286	INSURER C:			
Hialeah FL 33017	INSURER D:			
1786-298-6444	INSURER E:			

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THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	Y	CLAIMS MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: PRO- LOC	GL201700009952	08/18/17	08/18/18	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	\$ 1,000,000 \$ 100,000 \$ 5,000 \$ 1,000,000 \$ 2,000,000 \$
A	Y	AUTOMOBILE LIABILITY ANYAUTO ALL OWNED AUTOS X SCHEDULED AUTOS X HIRED AUTOS X NON-OWNEDAUTOS	AU201700013740	08/18/17	08/18/18	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	s 1,000,000 s s
		GARAGELIABILITY ANYAUTO				OTHER THAN AUTOONLY: AGG	\$ \$ \$
В		EXCESS/UMBRELLA LIABILITY X OCCUR CLAIMS MADE DEDUCTIBLE RETENTION \$	IXG422550	10/26/16	10/26/17	EACH OCCURRENCE AGGREGATE	\$ 2,000,000 \$ 2,000,000 \$ \$
	ANY OFFICE Ifyes, SPEC	KERS COMPENSATION AND LOYERS' LIABILITY PROPRIETOR/PARTNER/EXECUTIVE EER/MEMBER EXCLUDED? describeunder IAL PROVISIONS below				WCSTATU- TORYLIMITS E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	\$ \$ \$
	OTH	ER .					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

School Bus Operation

Certificate holder is listed as additional insured with regards to Auto and General Liability

CERTIFICATE HOLDER

City of Hollywood 2600 Hollywood Blvd Hollywood FL 33020 Listed as additional insured

CANCELLATION

Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will endeavor to mail $\underline{30}$ days written notice to the certificate holder named to the left, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents or

REPRESENTATIVES.

AUTHORIZED REPRESENTA

PLEASE CUT OUT THE CARD BELOW AND RETAIN FOR FUTURE REFERENCE

STATE OF FLORIDA DEPARTMENT OF FINANCIAL SERVICES DIVISION OF WORKERS' COMPENSATION NON-CONSTRUCTION INDUSTRY
CERTIFICATE OF ELECTION TO BE EXEMPT FROM FLORIDA WORKERS' COMPENSATION LAW



EFFECTIVE: 11/13/2006

EXPIRATION DATE: N/A

PERSON:

MARIA GAMBOA

550829192 FEIN:

BUSINESS NAME AND ADDRESS: MARIA GAMBOA BUS SERVICES INC

8035 NW 170TH ST HIALEAH, FL 33015

SCOPE OF BUSINESS OR TRADE: 1- BUS DRIVERS / TRANSPORTATION

IMPORTANT

Pursuant to Chapter 440.05(14), F.S., an officer of a corporation who 0 elects exemption from this chapter by filing a certificate of election L under this section may not recover benefits or compensation under this

H Pursuant to Chapter 440.05(12), F.S., Certificates of election to be exempt... apply only within the scope of the business or trade listed on E the notice of election to be exempt.

E Pursuant to Chapter 440.05(13), F.S., Notices of election to be exempt and certificates of election to be exempt shall be subject to revocation if, at any time after the filing of the notice or the issuance of the certificate, the person named on the notice or certificate no longer meet the requirements of this section for issuance of a certificate. The department shall revoke a certificate at any time for failure of the person named on the certificate to meet the requirements of this section.

QUESTIONS? (850) 413-1609

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CUT HERE

* Carry bottom portion on the job, keep upper portion for your records.

DWC-252 CERTIFICATE OF ELECTION TO BE EXEMPT REVISED 01-11

Robert Lowery

From:

Malie Raghunath

Sent:

Monday, August 28, 2017 2:57 PM

To:

Robert Lowery

Cc:

Horace McLarty; Paul Bassar; Daniel Mainero

Subject:

FW: Insurance certificate

Attachments:

Maria Gamboa Cert.pdf; MARIA GAMBOA BUS SERVICES WC.pdf

The COI is acceptable.

Thank you,

Malie Raghunath

Human Resources Technician

Office of Human Resources

Division of Labor Relations

Office: 954-921-3340

Fax: 954-921-3678

From: Robert Lowery

Sent: Monday, August 28, 2017 11:56 AM

To: Malie Raghunath

Cc: Horace McLarty; Paul Bassar; Daniel Mainero

Subject: RE: Insurance certificate

Good Morning,

The vendor has submitted a revised COI and workers comp exemption. Please review and let us know if this is acceptable.

Thanks,

Rob

From: Malie Raghunath

Sent: Monday, August 28, 2017 10:00 AM

To: Robert Lowery

Cc: Horace McLarty; Paul Bassar; Daniel Mainero

Subject: FW: Insurance certificate

Good Morning,

Worker's comp is missing from the certificate, also, the City needs to be additional insured for GL.

Thank you,

Malie Raghunath

Human Resources Technician Office of Human Resources Division of Labor Relations Office: 954-921-3340 Fax: 954-921-3678

From: Robert Lowery

Sent: Monday, August 28, 2017 9:07 AM **To:** Horace McLarty; Malie Raghunath **Cc:** Paul Bassar; Daniel Mainero **Subject:** FW: Insurance certificate

Good Morning,

Please review the attached COI for approval. The vendor will be providing school bus services to students in Aftercare and Summer Camp programs.

Thanks,

Rob Lowery, *MPA, CPPB*Procurement Contracts Officer



City of Hollywood
Department of Financial Services, Procurement Services Division
2600 Hollywood Boulevard, Room 303

Hollywood, FL 33020 Phone: 954-921-3552 Fax: 954-921-3086

Email: rlowery@hollywoodfl.org

From: Info mgbus [mailto:info@mgbus.net]
Sent: Thursday, August 24, 2017 3:05 PM

To: Robert Lowery

Subject: Insurance certificate