

SERIAL 05171 S GROUND TRANSPORTATION SERVICES

DATE OF LAST REVISION: March 11, 2009

CONTRACT END DATE: January 31, 2012

CONTRACT PERIOD THROUGH JANUARY 31, ~~2009~~ 2012

TO: All Departments

FROM: Department of Materials Management

SUBJECT: Contract for **GROUND TRANSPORTATION SERVICES**

Attached to this letter is published an effective purchasing contract for products and/or services to be supplied to Maricopa County activities as awarded by Maricopa County on **January 04, 2006**.

All purchases of products and/or services listed on the attached pages of this letter are to be obtained from the vendor holding the contract. Individuals are responsible to the vendor for purchases made outside of contracts. The contract period is indicated above.

Wes Baysinger, Director
Materials Management

CH/bg
Attach

Copy to: Materials Management
Richard Crago, Facilities Management

SPECIFICATIONS ON INVITATION FOR BID FOR: **GROUND TRANSPORTATION SERVICES
(NIGP 95294)**

1.0 INTENT:

The purpose of this Invitation For Bid (IFB) is to establish ground transportation between off-site parking and County buildings in the downtown area for jurors and employees so that they can conveniently and safely conduct their business. The firm is expected to maintain high standards of quality and safety measures in providing public mobility. Drivers shall maintain high standards of safety, be conscientious, reliable, friendly, and provide exceptional customer service. The shuttle route shall traverse a fixed route in the Downtown Phoenix area. Drivers shall transport customers for short distances along busy corridors in a high density area. The service must be managed on a daily operational basis. A fleet inventory of shuttle vehicles must be available, maintained, kept clean, and reliable. The firms' daily operating policy will include assurances of safety, cleanliness, and comfort to its passengers. Other routes within Maricopa County may be established as deemed necessary.

2.0 TECHNICAL SPECIFICATIONS:

2.1 GENERAL INFORMATION:

2.1.1 EXHIBIT 2, Route 1, displays a map of the route the transportation vehicles are to travel and the four (4) associated pickup/drop off points.

~~EXHIBIT 2, Route 1, displays a map the transportation vehicles are to travel. This route is 1.8 miles long with FOUR (4) fixed stops.~~

2.1.2 Each contractor shall be required to determine the precise length of the route for bid submittal purposes.

2.1.3 Periods of usually high demands or traffic may vary the mileage and or schedule.

2.1.4 Passenger loads will vary. Juror loads may be as low as 200 per day to a high of 500 per day. As the County does not have current data to determine the employee loads, it is estimated at 100 per day initially and is expected to increase to approximately 300 per day within one year.

2.1.5 Wait times shall not exceed fifteen (15) minutes.

2.1.6 Contractor shuttle vehicles may park overnight on the County surface parking lot located between 5th and 6th Avenues on West Jefferson Street. Maricopa County accepts no responsibility or liability for any damage that may be incurred while parked at this location. Contractor owned vehicles parked overnight shall be properly maintained and available for service the following day.

2.2 SHUTTLE VEHICLE - MINIMUM REQUIREMENTS:

2.2.1 The shuttle vehicles shall be a mini-bus accommodating a minimum seating capacity of twenty-seven (27) passengers. The vehicle shall have one (1) hydraulic wheelchair ramp. The area for the wheelchairs shall be so constructed as to allow some of the seating to fold-up, thus providing space for two (2) wheelchairs. Floor mounted pop-up anchors shall be installed for tie down provisions (Please see also §2.2.3). During daily operation, at least one (1) space shall be dedicated for wheelchair usage; the other, as needed.

~~The shuttle vehicles shall be a mini-bus accommodating a minimum seating capacity of thirty-five (35) passengers. Vans are not acceptable. A larger size bus shall be used if the load requirement increases during the term of this contract.~~

2.2.2 The buses assigned to this contract shall not be older than five (5) MODEL YEARS.

2.2.3 The bus shall conform to the American with Disabilities Act (ADA) Accessibility Specifications for Transportation Vehicles, Title 49-Transportation, Part 38.

2.2.4 Seating shall be padded.

2.2.5 All buses in this contract shall have functional air conditioning and heating, and be radio dispatched.

2.2.6 The fleet shall be professionally maintained by qualified mechanics. A copy of the firm's PM program for the vehicle must accompany bid package.

- 2.2.7 All buses shall be smoke-free and cleaned before the start of each day's route. The drivers shall be responsible to ensure the buses are kept clean during the business day.
- 2.2.8 The buses assigned to this contract must meet all Federal and State Department of Transportation rules, regulations, and codes. Additionally, all municipal requirements, if any, shall prevail.
- 2.2.9 All buses shall be marked with an identification sign on both sides which depicts the verbiage "MARICOPA COUNTY – JUROR AND EMPLOYEE SHUTTLE". The sign shall be large enough to read from a distance of 20 feet. Identification signs and the installation thereof shall be provided by the Contractor at no additional cost to the County. The County reserves the right to have additional signage for County purposes.

2.3 SERVICE HOURS:

Service shall be provided from 6:30 AM – 6:30 PM Monday – Friday, excluding County holidays and weekends. The service shall be provided within a twelve (12) hour shift.

2.4 NUMBER OF SHUTTLES:

At the onset of this contract, two (2) buses shall be made available until the service is well established and usage patterns have been determined. Upon determination of actual usage, adjustments regarding the number of buses may be required to provide the level of service require.

2.5 DRIVER REQUIREMENTS:

- 2.5.1 Personal appearance shall be professional and must be uniformed.
- 2.5.2 Shall have a current and in good standing Class C commercial driver license.
- 2.5.3 Understand the importance of keeping to a schedule.
- 2.5.4 Drivers are not to sell tickets, accept cash or engage in solicitation of any kind, nor permit any passenger to engage in any solicitations of any kind.
- 2.5.5 **The Contractor shall be responsible for providing necessary coverage during break and lunch periods to ensure the flow of service is not disrupted.**
~~Drivers shall be provided one (1) half hour lunch break, and two (2) fifteen (15) minute breaks – one in the morning and one in the afternoon. Preset lunch and break times shall be approved by the Facilities Management Department to coincide with lulls in normal usage.~~

2.6 FIXED STOPS AND ROUTES:

At the time of this IFB, Route 1 shall be the primary circuit. The County may add additional routes and request pricing for such as deemed necessary. Presently, the Contractor shall be required to make two (2) complete circuits every thirty (30) minutes.

2.7 ADVERTISING:

The County reserves the right to place advertising and any other County related signage on the buses at the expense of the County, except as noted in §2.2.9. Facilities Management must pre-approve all advertisements/signage.

2.8 ALTERNATIVE FUELS OPTION:

Respondents are encouraged to make available alternative fuel buses. Should your firm have an inventory of such vehicles, please so state in your bid response. Pricing for alternative fuels usage in the shuttle fleet assigned to this contract shall be as an option to Maricopa County and priced in Attachment A, PRICING.

2.9 PASSENGER LOADS:

The Contractor shall monitor passenger loads daily to evaluate efficiency and adjust coverage as necessary. Reports of such must be provided the County at the end of each week. The report shall state quantity of passengers loading/unloading at each stop, time of day, and day of week.

2.10 DRIVER AND/OR VEHICLE CITATIONS:

The Contractor shall be responsible for all citations incurred by their driver or the vehicle.

2.11 IDENTIFICATION OF PASSENGERS:

The driver shall ensure only County employees and jurors are passengers by requesting their County ID or Juror notification slips be displayed. Should a County employee or juror bring a guest, the driver shall accept the guest as a rider. No other patrons are allowed to traverse the shuttle system, however, at times Jurors and/or County employees may have misplaced or forgotten their ID or Juror notification slips.

2.12 TRAFFIC DELAYS:

Traffic delays may occur at various times of the day and for a variety of reasons. Therefore, an alternate route may be necessary. If it is anticipated any traffic delays become ongoing for a length of time on a portion of the route, thus resulting in implementing an alternate route, the alternate route shall be submitted to FMD in writing for pre-approval. Should normal traffic delays due to time-of-day congestion or accidents occur, the driver shall contact the Maricopa County Protective Services Division at 602-506-3700 to inform them of such delay.

2.13 SHUTTLE BREAKDOWNS:

The Contractor shall be responsible to immediately replace buses that have mechanical problems and cannot continue service. The replacement bus shall be equal in size and capacity, and made available within one (1) hour after notification of such breakdown. Failure to provide such replacement within the required time shall cause the County to adjust payment to the Contractor an amount equal to the hourly rate bid for each hours delay. Four (4) breakdowns documented in a one (1) month period shall cause the County to review the performance of the Contractor with the Materials Management Department and a decision made either to place the vendor in Cure Notice, or find the Contractor in default of contract.

Should a bus be permanently replaced by another, the Contractor shall be responsible for the transfer of all signage.

The Maricopa County Jury Office shall be notified within 20 minutes of any service interruptions/mechanical problems impacting bus service.

2.14 ACCIDENTS/INJURIES:

All accidents and/or injuries that occur while performing these services shall be the responsibility of the Contractor and be reported in writing to Facilities Management, Protective Services Division, within 24 hours of the incident.

2.15 ~~DIESEL~~ FUEL SURCHARGES - ESCALATION/DE-ESCALATION:

#2 DIESEL

Upon contract execution, a fuel surcharge is permissible any time the Producer Price Index (PPI) for #2 Diesel Fuel (Series ID# WPU057303) rises or falls over seven and one half percent (7.5%), and remains so for a minimum thirty (30) day period.

2.15.1 The formula used in computing any fuel surcharge shall be:

The Fuel Cost Component from Line 1.8 of ATTACHMENT A, multiplied by the Cost per Service by Site from ATTACHMENT A, multiplied by PPI per cent (%) of change for the minimum thirty (30) day period.

(Fuel Cost Component X Site Cost per Service X PPI per cent of change = Fuel surcharge per site service invoice).

Any fuel surcharges will be entered as a separate line item per invoice.

Any escalation/de-escalation will be approved by Maricopa County prior to implementation.

GASOLINE

Upon contract execution, a fuel surcharge is permissible any time the Producer Price Index (PPI) for Gasoline (Series ID# WPU0571) rises or falls over seven percent (7.0%), and remains so for a minimum thirty (30) day period.

2.15.2 The formula used in computing any fuel surcharge shall be:

The Fuel Cost Component from Line 1.8 of ATTACHMENT A, multiplied by the Cost per Service by Site from ATTACHMENT A, multiplied by PPI per cent (%) of change for the minimum thirty (30) day period.

(Fuel Cost Component X Site Cost per Service X PPI per cent of change = Fuel surcharge per site service invoice).

Any fuel surcharges will be entered as a separate line item per invoice.

Any escalation/de-escalation will be approved by Maricopa County prior to implementation.

Upon contract execution, a fuel surcharge is permissible any time the Producer Price Index (PPI) for #2 Diesel Fuel (Series ID# WPU057303) rises or falls over seven and one half percent (7.5%), and remains so for a minimum thirty (30) day period.

~~2.15.1 The formula used in computing any fuel surcharge shall be:~~

~~The Fuel Cost Component from Line 1.8 of ATTACHMENT A, multiplied by the Hourly Rate from ATTACHMENT A, multiplied by PPI per cent (%) of change for the minimum thirty (30) day period.~~

~~(Fuel Cost Component X Hourly Rate X PPI per cent of change = Fuel surcharge per site service invoice).~~

~~Any fuel surcharges will be entered as a separate line item per invoice.~~

2.16 COUNTY REQUIRED BACKGROUND CHECK:

Maricopa County background check shall be a requirement for all employees of Contractor's staff providing services to the County. The cost for this requirement shall be incurred by the County.

2.17 EMPLOYEES OF THE CONTRACTOR:

No one except authorized employees of the Contractor is allowed on the buses. Contractor employees are NOT to be accompanied in their work area by acquaintances, family members, or any other person unless said person is an authorized employee of the Contractor.

2.18 REMOVAL OF CONTRACTOR'S EMPLOYEES:

The Contractor agrees to utilize only experienced, responsible and capable people in the performance of the work. The County may require that the Contractor remove from the job covered by this contract, any employee who endanger persons or property or whose continued employment under this contract is inconsistent with the interest of Maricopa County.

2.19 INVOICING:

At the end of each month, the Contractor shall submit an invoice to:
Facilities Management Department
401 W. Jefferson St.
Phoenix, AZ 85003

The invoice shall contain:

- Terms as bid
- Contract serial number
- Month and year of service provided
- Hourly bid rate
- Base hours
- Extended total
- Alternative fuel up charge (optional – if requested by the County)
- Grand total

2.20 REQUIRED SUBMITTALS

- 2.20.1 Provide an inventory of your firms' fleet – quantity, type, year, and make. Provide year and make of vehicles your firm shall utilize in this contract.
- 2.20.2 Does your firm have any buses that use alternative fuels? If yes, would any be utilized in this contract if the County opts for such?
- 2.20.3 Provide a statement as to how shuttle interior temperatures are controlled during summer and winter seasons.
- 2.20.4 Provide a statement as to what type of PM program your firm uses to maintain the fleet and how administered.
- 2.20.5 Provide a copy of your firms' licensing as required by the regulatory authority.
- 2.20.6 Provide a copy of your firms' safety program and how administered.
- 2.20.7 Supply your firms' **DOT reportable** accident and injury record for the past 12 months.
- 2.21.8 Provide your firms requirements for drivers – licensing, training, merit system, drug testing, background checks, etc.

3.0 SPECIAL TERMS & CONDITIONS:

3.1 CONTRACT LENGTH:

This Invitation for Bids is for awarding a firm, fixed price purchasing contract to cover a three (3) year period.

3.2 OPTION TO EXTEND:

The County may, at their option and with the approval of the Contractor, extend the period of this Contract up to a maximum of three (3), one (1) year options. The Contractor shall be notified in writing by the Materials Management Department of the County's intention to extend the contract period at least thirty (30) calendar days prior to the expiration of the original contract period.

3.3 ESCALATION:

Any request for reasonable price adjustments must be submitted thirty (30) days prior to the Contract Anniversary date. Justification for the requested adjustment in cost of labor and/or materials must be supported by appropriate documentation and fall within the Producer Price

Index for the commodity. Increases are subject to approval in writing by the Materials Management Department prior to any adjusted invoicing being submitted for payment.

3.4 INDEMNIFICATION AND INSURANCE:

3.4.1 Indemnification.

To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless the County, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses and expenses, including but not limited to attorney fees and costs, relating to this Contract.

The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

The scope of this indemnification does not extend to the negligence of the County.

3.4.2 Insurance Requirements.

Contractor, at its own expense, shall purchase and maintain the herein stipulated minimum insurance with companies duly licensed, possessing a current A.M. Best, Inc. Rating of B++6, or approved unlicensed companies in the State of Arizona with policies and forms satisfactory to the County.

All insurance required herein shall be maintained in full force and effect until all work or service required to be performed under the terms of the Contract is satisfactorily completed and formally accepted. Failure to do so may, at the sole discretion of the County, constitute a material breach of this Contract.

The Contractor's insurance shall be primary insurance as respects the County, and any insurance or self-insurance maintained by the County shall not contribute to it.

Any failure to comply with the claim reporting provisions of the insurance policies or any breach of an insurance policy warranty shall not affect coverage afforded under the insurance policies to protect the County.

The Contractor shall be solely responsible for the deductible and/or self-insured retention and the County, at its option, may require the Contractor to secure payment of such deductibles or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit.

The County reserves the right to request and to receive, within ten (10) working days, certified copies of any or all of the herein required insurance policies and/or endorsements. The County shall not be obligated, however, to review such policies and/or endorsements or to advise Contractor of any deficiencies in such policies and endorsements, and such receipt shall not relieve Contractor from, or be deemed a waiver of the County's right to insist on strict fulfillment of Contractor's obligations under this Contract.

The insurance policies required by this Contract, except Workers' Compensation, shall name the County, its agents, representatives, officers, directors, officials and employees as Additional Insureds.

The insurance policies required hereunder, except Workers' Compensation, shall contain a waiver of transfer of rights of recovery (subrogation) against the County, its agents, representatives, officers, directors, officials and employees for any claims arising out of Contractor's work or service.

- 3.4.2.1 Commercial General Liability. Contractor shall maintain Commercial General Liability insurance with a limit of not less than \$1,000,000 for each occurrence with a \$2,000,000 Products/Completed Operations Aggregate and a \$2,000,000 General Aggregate Limit. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products and completed operations and blanket contractual coverage including, but not limited to, the liability assumed under the indemnification provisions of this Contract which coverage will be at least as broad as Insurance Service Office, Inc. Policy Form CG 00 01 10 93 or any replacements thereof.

The policy shall contain a severability of interest provision, and shall not contain a sunset provision or commutation clause, or any provision which would serve to limit third party action over claims.

The Commercial General Liability additional insured endorsement shall be at least as broad as the Insurance Service Office, Inc.'s Additional Insured, Form CG 20 10 11 85, and shall include coverage for Contractor's operations and products and completed operations.

If the Contractor subcontracts any part of the work, services or operations awarded to the Contractor, Contractor shall purchase and maintain, at all times during prosecution of the work, services or operations under this Contract, an Owner's and Contractor's Protective Liability insurance policy for bodily injury and property damage, including death, which may arise in the performance of the Contractor's work, service or operations under this Contract. Coverage shall be on an occurrence basis with a limit not less than \$1,000,000 per occurrence, and the policy shall be issued by the same insurance company that issues the Contractor's Commercial General Liability insurance.

- 3.4.2.2 Automobile Liability. Contractor shall maintain Automobile Liability insurance with an individual single limit for bodily injury and property damage of no less than \$1,000,000, each occurrence, with respect to Contractor's vehicles (whether owned, hired, non-owned), assigned to or used in the performance of this Contract.

- 3.4.2.3 Workers' Compensation. The Contractor shall carry Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Contractor's employees engaged in the performance of the work or services, as well as Employer's Liability insurance of not less than \$1,000,000 for each accident, \$1,000,000 disease for each employee, and \$1,000,000 disease policy limit.

If any work is subcontracted, the Contractor will require Subcontractor to provide Workers' Compensation and Employer's Liability insurance to at least the same extent as required of the Contractor.

3.4.3 Certificates of Insurance.

- 3.4.3.1 Prior to commencing work or services under this Contract, Contractor shall furnish the County with certificates of insurance, or formal endorsements as required by the Contract in the form provided by the County, issued by Contractor's insurer(s), as evidence that policies providing the required coverage, conditions and limits required by this Contract are in full force and effect. Such certificates shall identify this contract number and title.

If a policy does expire during the life of the Contract, a renewal certificate must be sent to the County fifteen (15) days prior to the expiration date.

3.4.4 Occurrence Basis.

All insurance required by this contract shall be written on an occurrence basis rather than a claims-made basis.

3.4.5 Cancellation and Expiration Notice.

Insurance required herein shall not be permitted to expire, be canceled, or materially changed without thirty (30) days prior written notice to the County.

3.5 INQUIRIES AND NOTICES:

All inquiries concerning information herein shall be addressed to:

MARICOPA COUNTY
DEPARTMENT OF MATERIALS MANAGEMENT
ATTN: CONTRACT ADMINISTRATION
320 W. LINCOLN ST.
PHOENIX, AZ 85003

Administrative telephone inquiries shall be addressed to:

CHARLES HINEGARDNER, Procurement Consultant, 602-506-6476
(chinegar@mail.maricopa.gov)

Technical telephone inquiries shall be addressed to:

STEVE VARSCSAK, CONTRACT ADMINISTRATOR, 602-506-8198
steve.varscsak@fm.maricopa.gov

Inquiries may be submitted by telephone but must be followed up in writing. No oral communication is binding on Maricopa County.

3.6 PRE-BID CONFERENCE:

THERE WILL BE A MANDATORY PRE-BID CONFERENCE ON NOVEMBER 15, 2005, 9:00 A.M. AT THE MARICOPA COUNTY FACILITIES MANAGEMENT DEPARTMENT, 401 W. JEFFERSON ST., PHOENIX, AZ 85003.

3.7 EVALUATION CRITERIA:

The evaluation of this Bid will be based on, but not limited to, the following:

3.7.1 Compliance with specifications

3.7.2 Price

3.7.3 Determination of responsibility

The County reserves the right to award in whole or in part, by item or group of items, by section or geographic area, or make multiple awards, where such action serves the County's best interest.

3.8 SUBMISSION PRICE CLARITY:

For reasons of clarity all submissions of pricing (Attachment A) shall be priced in the same unit (size, volume, quantity, weight, etc.) as the bid specifications request. Submissions (bids) failing to comply with this requirement may be declared non-responsive.

3.9 The following information shall be submitted as part of the Response. Failure to provide all the required submittals will cause the bid to be considered non-responsive:

- 3.9.1 Two copies of the following:
 - 3.9.1.1 Attachment A - Pricing
 - 3.9.1.2 Attachments B - Agreement Page (with original signatures)
 - 3.9.1.3 Attachment C - References
 - 3.9.1.4 Signed ADDENDA Face Page of Solicitation (if applicable)
 - 3.9.1.5 Permits, Licenses (Refer to Sections 2.2 and 2.21)
 - 3.9.1.6 Any other Required Submittals (Refer to Sections 2.2 and 2.21)
- 3.9.2 One copy of Attachment A – Pricing on a CD formatted in EXCEL

3.10 VERIFICATION REGARDING COMPLIANCE WITH ARIZONA REVISED STATUTES §41-4401 AND FEDERAL IMMIGRATION LAWS AND REGULATIONS:

3.10.1 By entering into the Contract, the Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA using e-verify) and all other Federal immigration laws and regulations related to the immigration status of its employees. The contractor shall obtain statements from its subcontractors certifying compliance and shall furnish the statements to the Procurement Officer upon request. These warranties shall remain in effect through the term of the Contract. The Contractor and its subcontractors shall also maintain Employment Eligibility Verification forms (I-9) as required by the U.S. Department of Labor’s Immigration and Control Act, for all employees performing work under the Contract and verify employee compliance using the F-verify system. I-9 forms are available for download at USCIS.GOV.

3.10.2 The County may request verification of compliance for any contractor or subcontractor performing work under the Contract. Should the County suspect or find that the Contractor or any of its subcontractors are not in compliance, the County may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or department of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

3.11 VERIFICATION REGARDING COMPLIANCE WITH ARIZONA REVISED STATUTES §§35-391.06 AND 35-393.06 BUSINESS RELATIONS WITH SUDAN AND IRAN:

3.11.1 By entering into the Contract, the Contractor certifies it does not have scrutinized business operations in Sudan or Iran. The contractor shall obtain statements from its subcontractors certifying compliance and shall furnish the statements to the Procurement Officer upon request. These warranties shall remain in effect through the term of the Contract.

3.11.2 The County may request verification of compliance for any contractor or subcontractor performing work under the Contract. Should the County suspect or find that the Contractor or any of its subcontractors are not in compliance, the County may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or department of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

3.12 CONTRACTOR LICENSE REQUIREMENT:

3.12.1 The Respondent shall procure all permits, licenses and pay the charges and fees necessary and incidental to the lawful conduct of his business. The Respondent shall keep fully informed of existing and future Federal, State and Local laws, ordinances, and regulations which in any manner affect the fulfillment of a Contract and shall comply with the same.

3.12.2 Respondents furnishing finished products, materials or articles of merchandise that will require installation or attachment as part of the Contract, shall possess any licenses required. A Respondent is not relieved of its obligation to possess the required licenses by subcontracting of the labor portion of the Contract. Respondents are advised to contact the Arizona Registrar of Contractors, Chief of Licensing, at (602) 542-1502 to ascertain licensing requirements for a particular contract. Respondents shall identify which license(s), if any, the Registrar of Contractors requires for performance of the Contract.

3.10 INSTRUCTIONS FOR PREPARING AND SUBMITTING BIDS:

Respondents are to provide two (2) copies of ATTACHMENT A, B, C, (E, F and G, if applicable), any Required Submittals, and a signed ADDENDA Face Page of the Solicitation (if applicable). ATTACHMENT B must bear original signatures. ATTACHMENT A (Pricing) must also be on a CD in an Excel format. Respondents are to identify their responses with the bid serial number, title and return address to Maricopa County, Department of Materials Management, 320 West Lincoln, Phoenix, Arizona 85003. **A corporate official who has been authorized to make such commitments must sign bids.**

NOTE: CONTRACTORS ARE REQUIRED TO USE ATTACHED FORMS TO SUBMIT THEIR BIDS.

SOUTHWEST CHARTER LINES, 19 E BROADWAY RD, MESA, AZ 85210

PRICING SHEET NIGP CODE 9529401

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: YES NO

ACCEPT PROCUREMENT CARD: YES NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: YES NO % REBATE
(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: YES NO % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: YES NO

1.0 PRICING:

Per specifications, pricing for transportation service.

Other routes not listed may be added and subsequently priced by the contractor as the need arises.

Price for Route 1,

	For one bus--	Eff. 06/01/08
1.1	1-driver, 1-minibus, overhead, profit, applicable taxes, and cost of fuel:	\$41.51 \$36.44 /per hr. per 12 hr. day base
1.2	Alternate Fuel Option:	N/A /per hr. per 12 hr. day base
	For second shuttle--	
1.3	1-driver, 1-minibus, overhead profit, applicable taxes, and cost of fuel:	\$41.51 \$36.44 /per hr. per 12 hr. day base
1.4	Alternate Fuel Option:	N/A /per hr. per 12 hr. day base
	For each additional shuttle, if needed--	
1.5	1-driver, 1-minibus, overhead, profit, applicable taxes, and fuel cost:	\$41.51 \$36.44 /per hr. per 12 hr. day base
1.6	Alternate Fuel Option:	N/A /per hr. per 12 hr. day base
1.7	Labor, for services not specified in the technical specifications:	N/A /per hour
1.8	Fuel Cost Component*	7.59 %

Fuel costs are what per cent (average) of the loaded Hourly Rate being bid?

* N/A for Alternate Fuels

1.9 A fuel surcharge of ~~\$2.90~~ \$0.88/per hour is authorized, effective ~~06/01/08~~ 11/01/08.

AMENDMENT #1

EFFECTIVE NOVEMBER 3, 2008

Sections 2.1.1-General information, 2.3-Service Hours and 2.4 Number of Shuttles are amended as described in the attachment "Madison Street Garage Parking Tenant Relocation Plan."

Madison Street Garage
Parking Tenant Relocation Plan

PURPOSE

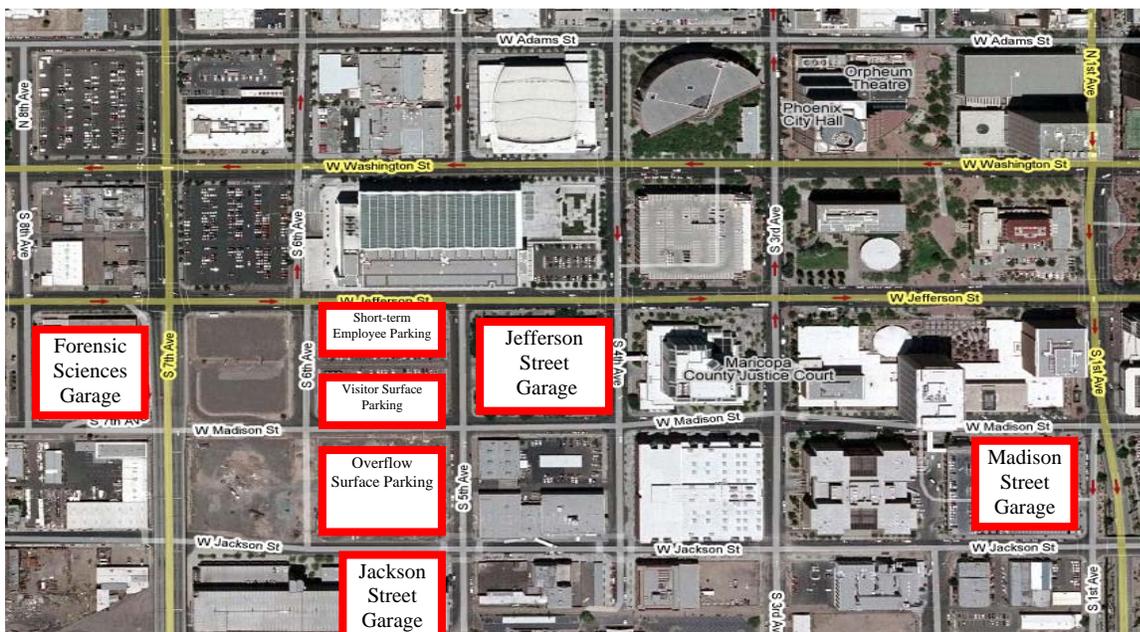
The purpose of the Madison Street Garage Parking Tenant Relocation Program is to develop a plan for movement of the judges, commissioners, jurors, grand jurors, elected officials and employees currently parking in the Madison Street Garage.

The majority of our County employees who park in the Madison Garage will be moved to the Jackson Garage and the Court Administrators will reside in the Jefferson garage along with the Judges. All Jurors will be moved into the Forensic Science parking facility. This action is necessary to facilitate the demolition of the Madison Street Garage as the new Downtown Criminal Justice Court Tower facility will be constructed on this site.

Demolition of the garage facility is currently scheduled to begin in December of 2008. The relocation outlined in this plan is scheduled to be fully executed by December 1 2008.

EXISTING PARKING SYSTEM CONDITIONS

Maricopa County currently operates parking in four parking structures and two surface lots located in the downtown Phoenix area. The following graphic illustrates the location of the downtown County parking facilities.



CURRENT PARKING ARRANGEMENTS

The County parking program is managed by the Protective Services Division of Facilities Management. Protective Services assigns and authorizes parking for County employees, provides parking facility security and conducts periodic parking occupancy counts to help properly manage parking assignments.

The program provides parking for County employees such as office staff, Attorneys, Judges, Commissioners, Elected Officials, County visitors and Court jurors. County employees arrange for parking through Protective Services. Protective Services programs a single proximity card for parking and door access to the various County office buildings. There is currently no charge for employee or visitor parking in County-owned facilities. Employees located in the Security Building on the southwest corner of Van Buren Street and Central Avenue are currently assigned parking in the Jackson Street Garage and are shuttled to this site. Currently there are 180 deeded parking spaces which exist in the attached privately-owned garage next to the Security Center Building. Parking at nearby pay-as-you-go lots is also an option for those who choose to do so.

County Court Jurors are currently permitted to park in the Jackson Street Garage with the Grand Jurors utilizing the Madison Garage. They will both be moved on September 29, 2008 to the Forensic Science Center Garage. Similar to other visitors, jurors are required to request entry into the parking facility using an intercom located at the garage entrance. Jurors are directed to park on levels 1 thru 8. Due to the distance of the parking structure from the County Court complex, a shuttle bus will be provided to move jurors between the structure and the Court complex at no charge.

As referenced previously, Protective Services currently operates a shuttle service between the Jackson Street Garage, the Forensic Science Center Garage and three County buildings. The current shuttle route has stops at the Jackson Street Garage, Forensic Science Center Garage and the West Court Building, one on the west side and one on the south side, the Security Center and lastly by One West Madison. Please see the detailed maps of the County shuttle bus routes attached to this plan along with the DASH bus route that the City of Phoenix operates. Jurors may take advantage of either of these free shuttle bus services.

RELOCATION MANAGEMENT PLAN

The demolition of the Madison Street Garage is scheduled to begin in December of 2008. As a result, all parking tenants in that garage will be relocated to other parking facilities in the downtown campus. Adequate parking currently exists in the three remaining parking structures. Should the current facilities become full; employees & jurors will be provided additional space at the overflow parking lot located at 5th Ave. between Madison & Jackson Street. (Security will direct according).

By December 1, 2008, parking tenants from the Madison Street Garage will have been directed to their new facilities and are assigned as follows:

If you parked in the Madison Street Garage and ...			
You are . . .		Then, you will be assigned to park at . . .	
	A Judge or Commissioner		Jefferson / FMD Garage
	The County Recorder		Jefferson / FMD Garage
	Currently in Reserved Space		Jefferson / FMD Garage

	A Handicapped Employee		Jefferson / Jackson Garage
	A Weekend Shift Employee		Jefferson / FMD Garage
	A Weekday Employee		Jackson Street Garage
	A Juror or Grand Juror		Forensic Science Center Garage

Starting November 3, 2008 we will be working with the departmental parking coordinators to move small groups of approximately 200 employees per week to their new parking locations. The relocation plan should be completed by December 1, 2008. This plan will be issued to all parking coordinators via the e-mail process. They in turn must notify their employees of the parking relocation plan and assignment changes. Additionally, posters will be placed in high-traffic areas in the Madison Street Garage to notify all users of the closure of the Madison garage.

Please note that all Jurors and Grand Jurors will be moved to the Forensic Science Center Parking Garage on September 29, 2008. Maps, directions and other pertinent information will be mailed out through Juror Services.

Employees working later than the scheduled shuttle bus times, Monday through Friday from 5:30am to midnight can call Protective Services at 602-506-3700 to request an escort.

DOWNTOWN COUNTY SHUTTLE

As a result of the change in parking location, the parking shuttle routes will be expanded effective September 29, 2008 and will remain in effect until such time as they are no longer needed.

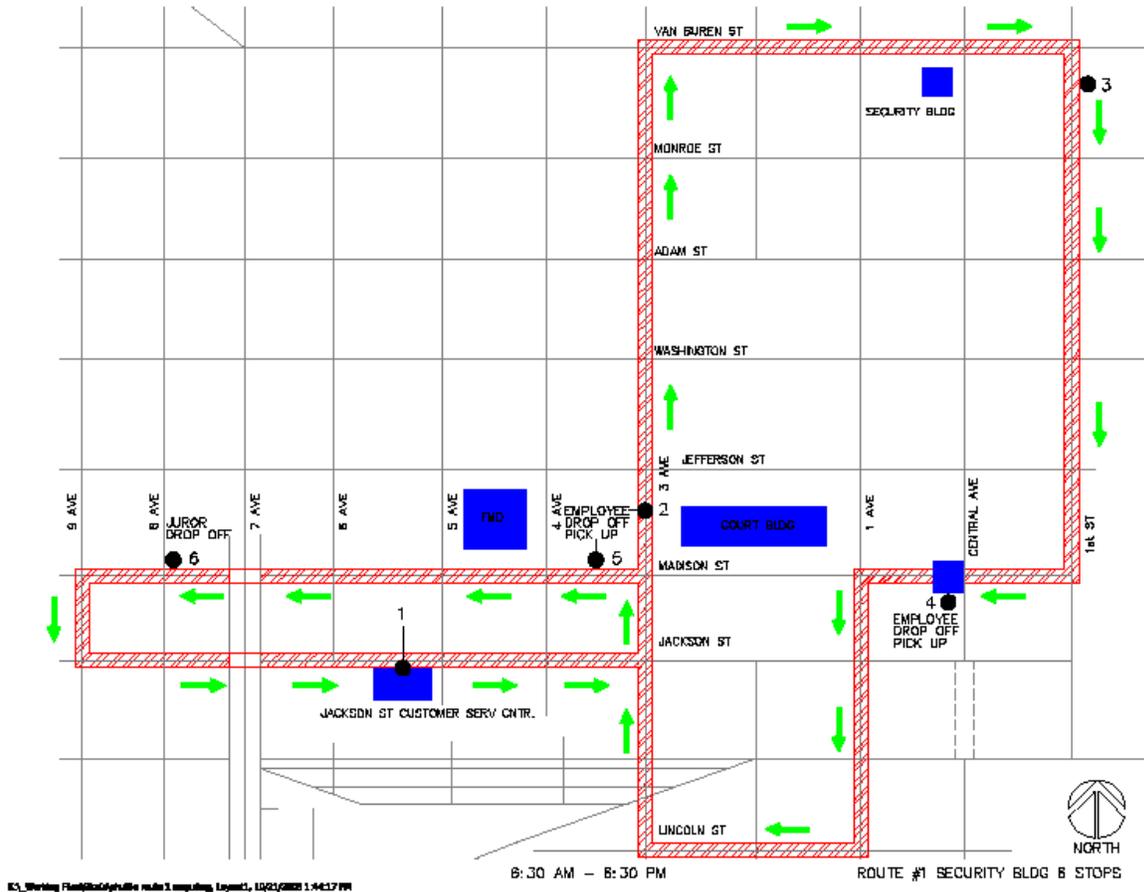
Several key users of the new shuttle bus routes will be moved upon the completion of the Court Tower and Sheriff's new 911 Facility.

Additionally, there is a walkway path marked accordingly from the West Court facility to the Juror Parking Garage for those who choose not to use the shuttle bus service (map is included in the juror instruction packet that Jury Services mails to them).

The shuttle routes are as follows:

SHUTTLE ROUTE 1

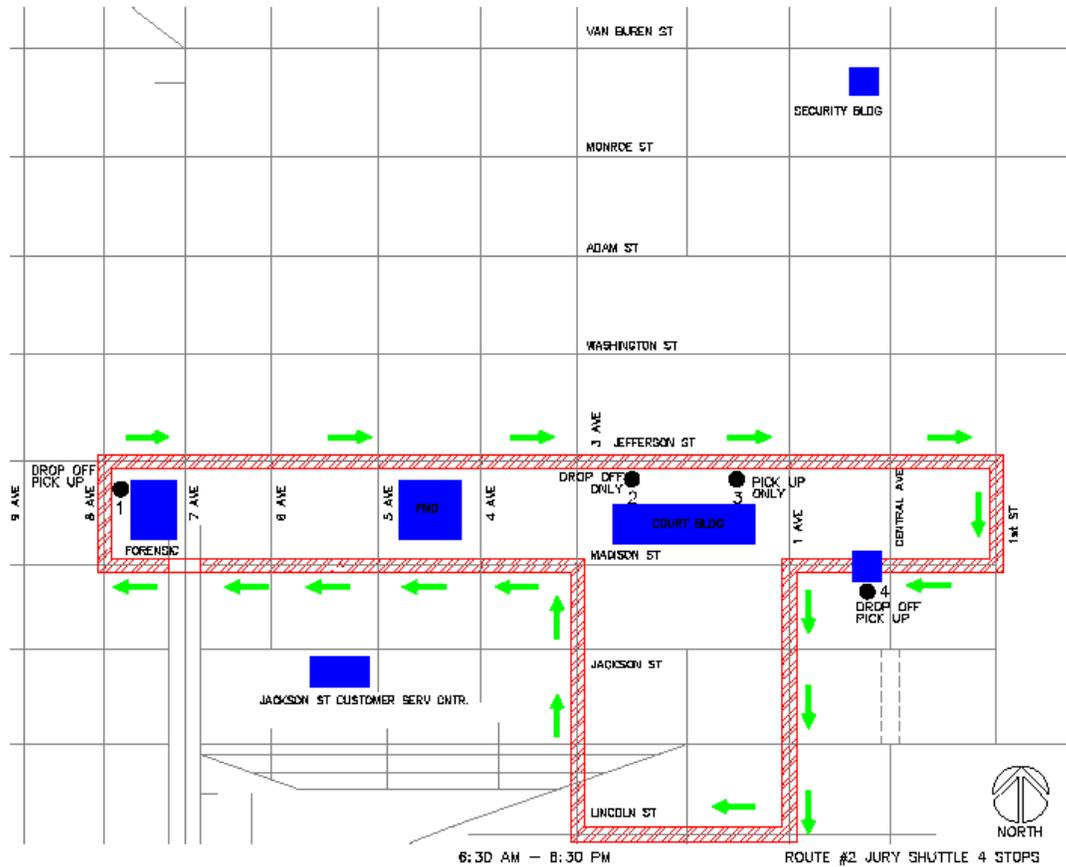
Route 1 – 6:30 am to 6:30 pm M-F – 1 bus, 6 stops, Downtown Campus and Security Building



-  Jackson Street Garage in front of Customer Service Center
Then, east to 3rd Avenue
- Then, north to West Court Building 
Continuing north to Van Buren Street
- Then, east to 1st Street, turn south and continue 
to Madison Avenue
- Then, west on Madison past Central Avenue 
and continuing to 1st Avenue
- Then, south to Lincoln Street
- Then west on Lincoln to 3rd Avenue
turning, north on 3rd Ave to Madison Avenue 
- Then, west on Madison past 8th Avenue 
- To 9th ave, then south to Jackson Street on 9th ave
- And finally east on Jackson to Garage 

SHUTTLE ROUTE 2

Route 2 (Jury Shuttle) – 6:30 am to 6:30 pm M-F – 1 bus, 4 stops, Downtown Campus



 Forensic Science Garage at 8th Avenue just south of Jefferson Street

Then, east on Jefferson Street to Court Plaza, northwest entrance 

continuing, east on Jefferson Street to northeast entrance to 1st Street 

Then, south on 1st Street to Madison Avenue

Then, west on Madison Avenue to just west of Central Avenue 

Then, south on 1st Avenue to Lincoln Street

Then, west on Lincoln Street to 3rd Avenue

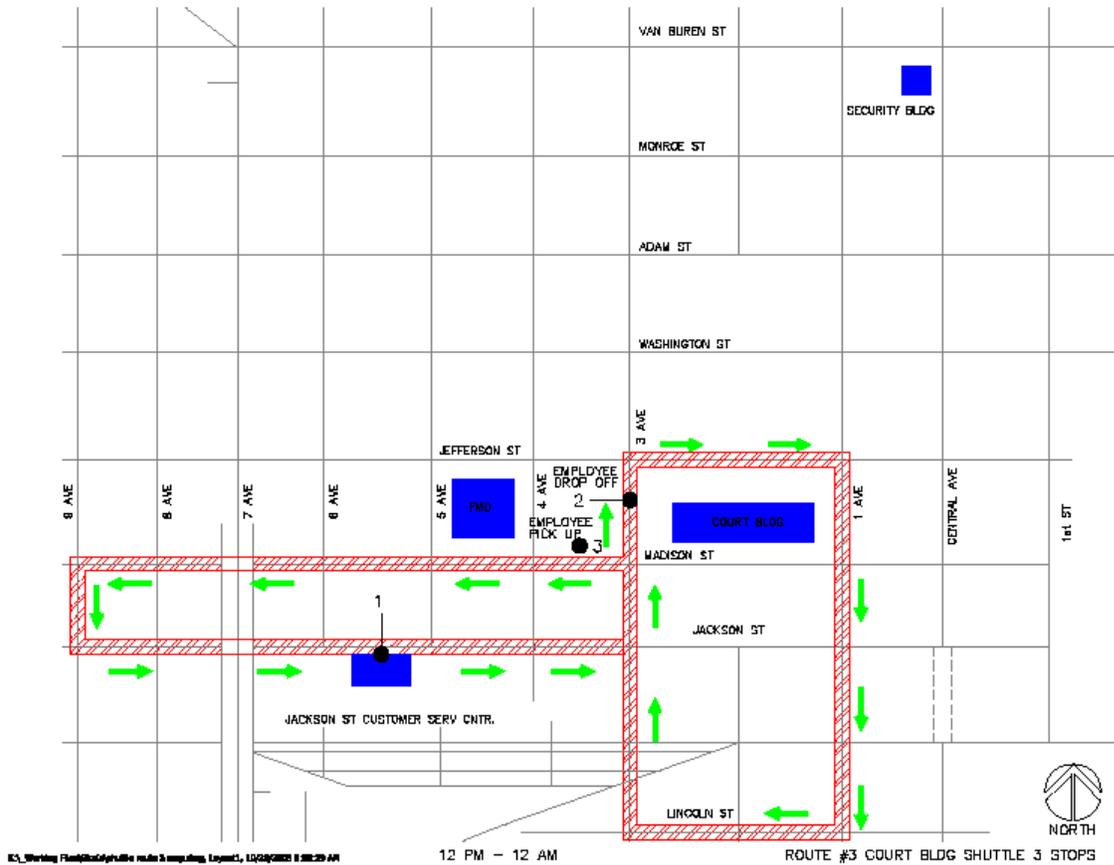
Then, north on 3rd Avenue to Madison Street

Then, west on Madison Street to 8th Avenue

Finally turning north on 8th Avenue to Forensic Science Garage 

SHUTTLE ROUTE 3

Route 3 (Court Building Shuttle) – 12 pm to 12 am M-F – 1 bus, 3 stops, Downtown Campus



 Jackson Street Garage, then east on Jackson Street to 3rd Avenue

Then, north on 3rd Avenue to West Court Building 

Then, east on Jefferson Street to 1st Avenue

Then, south on 1st Avenue to Lincoln Street

Then, west on Lincoln Street to 3rd Avenue

Then, north on 3rd Avenue to Madison Avenue

Then, west on Madison Avenue to Administration Building 

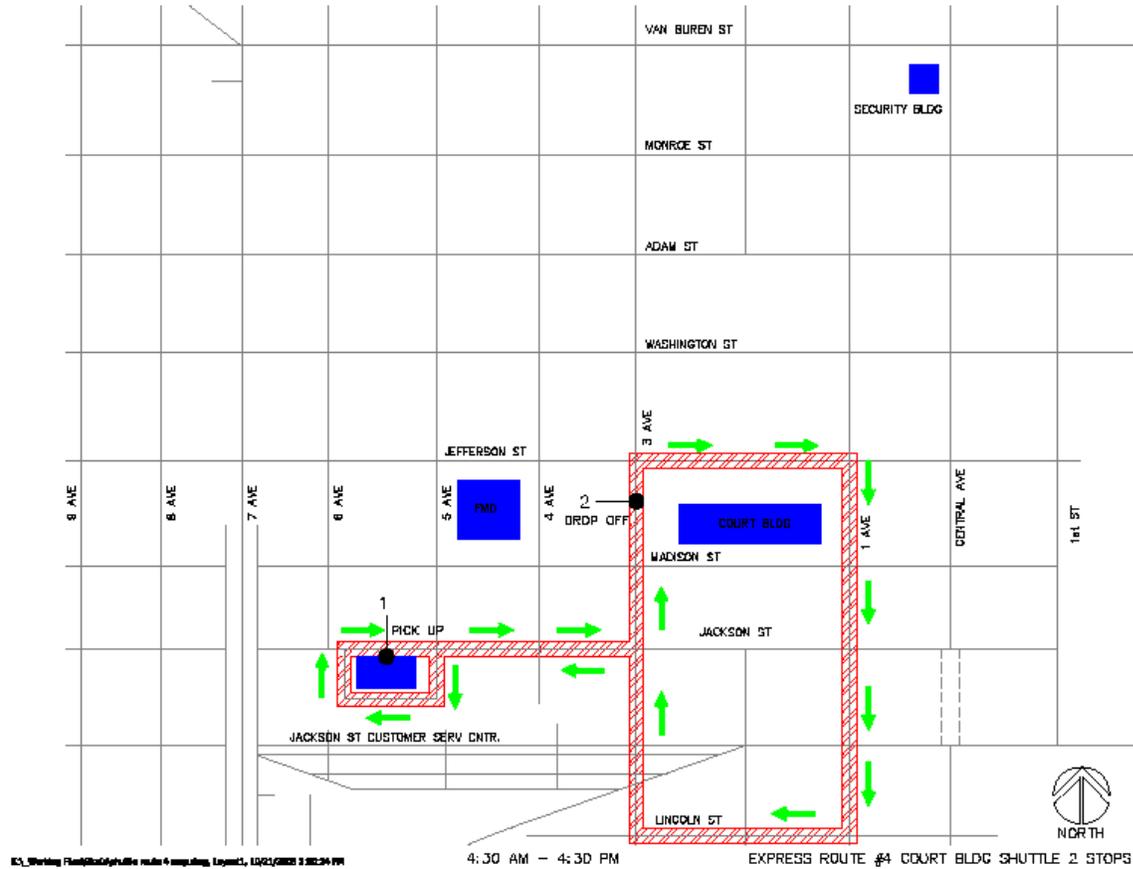
Continuing on Madison Avenue to 9th Avenue

Then, south on 9th Avenue to Jackson Street

Then, east on Jackson Street to Garage 

SHUTTLE ROUTE 4

Route 4 (Court Building Express) –4:30 am to 4:30 pm M-F – 1 bus 2 stops Downtown Campus (used as Court Express Route for Shuttle Route 3 during high-traffic hours and breaks)



 Jackson Street Garage then east on Jackson Street to 3rd Avenue

Then, north on 3rd Avenue to West Court Building 

Then, east on Jefferson Street to 1st Avenue

Then, south on 1st Avenue to Lincoln Street

Then, west on Lincoln Street to 3rd Avenue

Then north on 3rd Avenue to Jackson Street

Then West on Jackson Street to 5th Avenue

Then, south on 5th Avenue behind garage building

Then, west behind garage to 6th Avenue

Then, north on 6th Avenue to Jackson Street

Then, east on Jackson Street to Garage 

DASH ROUTE

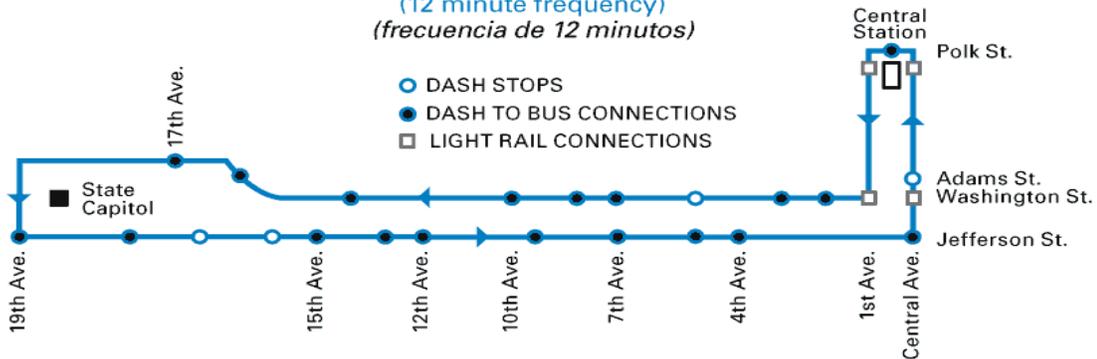
There is a new Downtown Phoenix DASH route (Government Loop) that employees, jurors and visitors can ride free Monday through Friday 6:30 am to 6:30 pm (12 minute frequency).

DASH Route Map

GOVERNMENT LOOP

Monday - Friday
Lunes a Viernes

6:30 a.m. - 6:30 p.m.
(12 minute frequency)
(frecuencia de 12 minutos)



Downtown Phoenix DASH
A free Downtown Phoenix circulator
Un servicio de circulación gratuito en el centro de Phoenix



www.ValleyMetro.org
602-253-5000
TTY 602-261-8208

FOR THE COUNTY:

Charles Hinegardner 11-06-08
Charles Hinegardner Date
Procurement Consultant-Team Lead

FOR THE CONTRACTOR:

[Signature] 10-29-08
Southwest Charter Lines Date

SOUTHWEST CHARTER LINES, 436 S. HAMILTON CT, GILBERT, AZ 85233
19 E. BROADWAY RD. MESA, AZ 85210

Terms: Net 30

Vendor Number: W000006009 X

Telephone Number: 480-890-9872

Fax Number: 480-890-9878

Contact Person: **Terry Lievens**

E-mail Address: terry.lievens@swcl.com

Company Web Site: www.swcl.com

Certificates of Insurance Required

Contract Period: To cover the period ending **January 31, 2009 2012.**