



ALVIN INDEPENDENT SCHOOL DISTRICT

Mickie Dietrich
 Director of Purchasing
Paula Ursery
 Bid Coordinator

September 1, 2016

TO: Susan Wilson, Pat Miller

FROM: Mickie Dietrich, Paula Ursery

RE: Request for Proposal #1609 Bus – Charter Bus Service & Travel Agent Tours, Events & Assistance

Bid Proposal #1609 for Charter Bus Services & Travel Agent Tours, Events & Assistance under commodity code A-934-17, was recently extended. A total of 13 vendors were invited to respond. A total of 10 vendors responded to the RFP, 7 of those vendors met the criteria of the proposal which included a combination of having a Satisfactory or Good Safety rating determined by the SMS (Safety Measurement System) of the Federal Motor Carrier Safety Administration, OOS (Out of Service) rates and meeting the terms and conditions outlined in our bidding process.

This bid proposal was extended through legal advertisement and on our district website for any additional participation from outside vendors. This proposal requires a non-exclusive award as many of these charter bus service companies are utilized by area districts and may be completely booked or unable to service our account upon our requested travel needs. We encourage campuses and departments to shop the approved vendors and receive quotes to determine the best value to the district based on availability, cost and service-ability.

Purchasing will also require final itineraries from campuses and departments utilizing the Travel Agents category to check their charter bus service SMS ratings through Federal Motor Carrier Safety Administration (FMCSA) prior to their trip to ensure a Satisfactory or Good rating.

Purchasing is recommending award of the following providers be approved for Charter Bus Services & Travel Agent Tours & Events under the #1609 BUS bid proposal:

<u>Vendor</u>	<u>Type of Service</u>	<u>Types of Travel</u>
CHAMPION TOURS & EVENTS	TRAVEL AGENT & ASSISTANCE	INTERSTATE TRAVEL
CLASSIC MUSIC FESTIVALS, INC.	TRAVEL AGENT & ASSISTANCE	INTERSTATE, INTRASTATE & INTERNATIONAL TRAVEL
DIRECTORS CHOICE	TRAVEL AGENT & ASSISTANCE	INTERSTATE & INTRASTATE TRAVEL
GREEN LIGHT GROUP TOURS	TRAVEL AGENT & ASSISTANCE	INTERSTATE & INTRASTATE TRAVEL
SIERRA STAGE COACHES, INC.	CHARTER BUS	INTERSTATE & INTRASTATE TRAVEL
TMF ENTERPRISE, LLC	TRAVEL AGENT & ASSISTANCE	INTRASTATE TRAVEL
TOUR-RIFIC OF TEXAS	CHARTER BUS , TRAVEL AGENT & ASSISTANCE	INTERSTATE & INTRASTATE TRAVEL

The term of this contract is three years, as long as both entities agree to the terms of the contract and their safety ratings continue to be Satisfactory or Good with SMS through FMCSA. Expiration of this contract will be September, 2019.