



INVITATION TO RESPOND

Dear Sir/Madam:

The City of Hartford (the City) invites responses for:

RFR #: 5886	SOLICITATION DATE: January 25, 2019
SOLICITATION TITLE: Regular Student Transportation Services	
SOLICITATION DESCRIPTION: The Hartford Public Schools (HPS) is requesting bids from established Providers to provide student school bus transportations for each identified zone. The Provider shall be a company that has been providing school bus transportation services to municipalities for at least eight (8) years, has an excellent track record of driver safety and on-time transportation, good financial health and a reputation for reliable service. Provider shall also obtain any software necessary and perform any work required to utilize the Hartford Public Schools routing system as directed.	
SITE LOCATION (if applicable):	
RESPONSE DATE : February 15, 2019	RESPONSE TIME: 2:00 p.m.
DEPT. ASSIGNED CONTRACT #: N/A	EST. COST OF CONSTRUCTION: N/A

A PRE-BID / RESPONSE CONFERENCE HAS BEEN SCHEDULED FOR _____
 _____ (Date / Time) _____ (Location)

This pre-bid conference is: **Not Applicable**
 Mandatory (All prospective bidders are REQUIRED to attend to discuss specifications)
 Non-mandatory (All prospective bidders are encouraged to attend to discuss specifications)

This solicitation contains the following sections:

Invitation to Respond

Standard Instructions

Project Site Location – (for construction projects only)

Table of Contents – (for construction projects only)

Section 1 – Response Forms

1.1 Response Information & Signature Form

Contract Compliance

- Affirmative Action / Equal Employment Opportunity Requirements – See Section 3.6
- Surety Bond Requirements Bid Bond Performance & Payment Bonds
- Insurance Requirements – see exhibits below
- Set Aside – Ord. Section 2-660 MWBE Small Contractor
- City-Based Small Business Bid Preference – Ord. Section 2-661
- 15% Minority Utilization (City of Hartford Certified MWBE) – Ord. Section 2-682
- State of Connecticut DAS Prequalification (Public Construction Project > \$500,000)
- OSHA Compliance (Public Works Project > \$100,000)
- Wage Requirements – Complete & attach Wage Certification Form

1.2 Response Pricing

1.3 Statement of Qualifications

Section 2 – Specifications/Scope of Services

Special Instructions / Conditions included

Section 3 – General Information for Preparation and Delivery of a Response

Section 4 – Terms and Conditions / Labor Compliance

Insurance Requirements

Exhibits

Plans & Drawings included

Sincerely,

William Diaz

Procurement Specialist

(860) 757-9604

Diazw003@hartford.gov