

**Coventry Board of Education  
Coventry, CT  
Transportation Committee-Unapproved Minutes  
Meeting of Thursday, April 29, 2010**

Members Present: Cheryl Trudon, Transportation Committee Chairman  
John Barrett  
Jennifer Beausoleil

Administrators Present: Sherry Holmes, Fiscal Services Director  
Judith Richard, Director of Pupil Services

Also Present: Larry Pietrantonio, Board of Education Chairman

**I. Call to Order**

The meeting was called to order at 6:32 pm by Cheryl Trudon.

**II. Audience of Citizens**

There was none.

**III. Vote to approve March 17, 2010 Minutes**

J. Barrett stated he would abstain since he hasn't read the minutes. J. Beausoleil stated she could not vote because she didn't attend the meeting. C. Trudon stated she could not be the only vote.

The committee decided to table until the next meeting.

**IV. Review Special education Transportation Bid Documents**

Ms. Holmes handed out a document on the invitation to bid. The first page is what was printed in the papers. She pointed out the highlighted note that The Coventry Board of Education reserves the right to reject any and all bids. The second sheet was sent to the vendors who bid. Ms. Holmes pointed out the same phrase in that document. She handed out packets to each team member which contained all the bid information for the four vendors who submitted bids.

Ms. Holmes noted that of all the vendors, only one of them filled out the bid packet entirely and answered all the questions. The other vendors did not follow through. Questions that were asked were not answered. There were also some blanks in the other three vendors. She stated the committee has the right to reject any bids outright.

John Barrett asked why the bid quote rejected by the committee was sent out in the packet.

Ms. Richards answered she spoke with the superintendent and the superintendent put in the wording of actual case load and potential case load.

J. Barrett stated that this would lead to confusion on the part of the vendor bidding. They would not know which form was the bid form. He stated that the new form would assist in obtaining a new contract for two years. The bid was also supposed to include two years of history.

C. Trudon stated she didn't think the old bid form could not go out.

Ms. Richards stated the forms were explained at the sit down meeting with bidding vendors. She asked M&J for the spreadsheet and M&J answered they did not complete the spreadsheet. M&J was also missing costs of fuel.

Jennifer Beausoleil suggested the committee should reject any bidding vendor who did not fill out the bid forms completely. If the bidding vendor did complete the bid form, they should not get Coventry's business.

C. Trudon asked how the other vendors obtained a copy of EastCONN's bid.

J. Barrett asked who was in the bidding meeting and who submitted their bid by 2:00 p.m.

Ms. Richards answered M&J, Access, and EastCONN.

J. Beausoleil stated four vendors made the 2:00 p.m. deadline. One of the vendors faxed in their information at the last minute. She stated that the vendors who didn't fill out all the information should not be driving our kids.

C. Trudon asked what the grand total for the bids were and who had a copy of the references.

Ms. Richards answered she had documentation on the reference checks. Ms. Richards stated the vendor American Logistics was a livery company. She suggested the committee not use them for transportation of special needs children. They sometimes use Taxi cabs. M&J has the most vehicle violations and will be selling their company. She is not happy with the responses she has received from Stephanie at M&J. Ms. Richards stated EastCONN has good references and has worked well with special needs students.

Ms. Holmes stated that EastCONN carries a 15 million dollar insurance policy. M&J carries a 10 million dollar insurance policy, which is the minimum.

J. Barrett stated the committee trusts 2000 kids to ride M&J buses but not 20 special needs kids to ride M&J busses.

Ms. Holmes and Ms. Richards agreed with J. Barrett's statement.

J. Barrett asked if Ms. Richards did a comparison on the violations.

Ms. Richards answered she did. She gave the reference packet to J. Barrett. J. Barrett stated he wished he had this packet before the meeting.

C. Trudon suggested the committee review the prices from all bidding vendors. She thought American Logistics seemed high priced. The committee agreed to eliminate American Logistics from the list of acceptable vendors.

Ms. Holmes stated that EastCONN was the only bidding vendor to completely fill out the bid form.

Ms. Richards asked about an item that was discussed during the previous transportation committee meeting regarding using M&J buses for field trips. One of the teachers spoke with her and obtained a bid for a field trip. M&J quoted \$900.00. The teacher stated that previous bus companies quoted \$300.00 for the trip. Stephanie at M&J reduced the price to \$700.00. The teacher was surprised at the cost and was under the impression they had to use M&J.

C. Trudon stated the discussion during the last meeting was that M&J should be contacted to bid for field trips. Teachers do not have to use M&J. They can call other companies and shop for the best price.

J Beausoleil clarified M&J can be considered but don't have to use them if another company is cheaper.

C. Trudon stated again that she doesn't see any grand totals.

Ms. Holmes stated she could do a grand total. She also stated that Access Transportation did not fill out the last two lines under alternative Education.

C. Trudon stated they could leave the last two lines out of the grand total for now.

Ms. Holmes found a calculator and added the remaining three bidding vendor grand totals.

EastCONN = \$364,270.00  
M&J = \$392,065.00  
Access Transportation = \$417,635.00

C. Trudon asked if Ms. Richards knew if anyone has switched locations.

Ms. Richards answered no.

Ms. Richards stated the Bid was lower than what was in the budget.

J. Barrett agreed.

C. Trudon asked what the no charge statement meant on the 504 students in the M&J bid.

Ms. Richards answered that as long as the student could be placed on an existing van there would be no charge. The vans hold up to 7 pupils. The additional student would be riding with the other 19 in one of the three van allocated.

J. Beausoleil stated she interpreted this as a cost of \$195.00 per van.

Ms. Richards stated she can count on EastCONN to be there and also be able to accommodate last minute changes.

J. Beausoleil stated she read a newspaper article about a truck driver with Access Transportation and she would like to exclude them from the list of acceptable bidding vendors.

J. Barrett and C. Trudon calculated the daily fees for Access Transportation.

The committee agreed to eliminate the bid from Access Transportation due to the issue with the drunk driver and their higher bid.

J. Barrett stated the only difference between the two outstanding companies is Alternative education. Looking at the experience factor and the cost difference he suggested the committee select EastCONN as the winning vendor.

#### **V. Discussion and Recommendation for Bid Award**

Motion: Recommend to the Board of Education to award the Special Education transportation bid to EastCONN.

By: J. Barrett                      Seconded by J. Beausoleil

Motion passes unanimously

#### **VI. Adjournment**

J. Barrett moved to adjourn the meeting at 7:24 p.m.

J. Beausoleil seconded

Respectfully Submitted,

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Terri Lessard  
BOE Subcommittee Clerk