

KERN COMMUNITY COLLEGE DISTRICT
2100 Chester Avenue
Bakersfield, CA 93301

REQUEST FOR PROPOSAL
RFP No. DO190612

NOTICE IS HEREBY GIVEN that the Kern Community College District is issuing a Request for Proposal (RFP) for the:

STUDENT TRANSPORTATION SERVICES
FOR
KERN COMMUNITY COLLEGE DISTRICT

General Information and Specifications may be obtained at the Kern Community College District, Business Services website at <https://www.kccd.edu/current-rfp-listing> or interested bidders may register at <http://www.publicpurchase.com> to obtain the RFP.

RFP proposals must be submitted prior to Wednesday, June 12, 2019 at 2:00 P.M. Pacific Standard Time. The RFP responses will be publicly opened at the stated time and date listed above at the Purchasing Office of the Kern Community College District. Proposals will be reviewed by the committee and submitted to the KCCD Board of Trustees for final award.

The Board of Trustees of the Kern Community College District reserves the right to reject all proposals and/or waive any irregularity in a RFP process.

KERN COMMUNITY COLLEGE DISTRICT
BY: DEBORAH A. MARTIN
Chief Financial Officer



May 20, 2019

Re: **Request for Proposal – Student Transportation Services for Kern Community College District**

The Kern Community College District and its college campuses, invites your Transportation Service company to submit a Proposal for Student Transportation Services, for its college student transportation needs.

Key dates associated with this Request for Proposal include:

First week Advertisement of RFP	May 22, 2019
Second week Advertisement of RFP	May 29, 2019
Deadline for Proposer Questions	June 5, 2019 at 12:00 p.m.
RFP Submission Deadline	June 12, 2019 at 2:00 p.m.
Potential Vendor Presentations	<i>Tentative TBD</i>
Notice of Award	June 2019
<i>Submitted to the Board of Trustees for Approval</i>	
Board Award Date	July 11, 2019
Anticipated Commencement Date	August 2019

General Information and Specifications may be obtained at the Kern Community College District, Business Services website at <https://www.kccd.edu/current-rfp-listing> or interested bidders may register (*registration instructions attached*) at www.publicpurchase.com to obtain the RFP.

If your Transportation Service company is not interested in responding to this bid request, please complete the “No Bid” Response Form, located on page 24 of the attached Request for Proposal, and return the form via email cammie.ehret@kccd.edu or fax (661) 336-5178.

If you have any questions relating to this Request for Proposal offering or would like an electronic copy of the Request for Proposal emailed to you, please contact me via email at cammie.ehret@kccd.edu or phone at (661) 336-5155.

Best wishes,

A handwritten signature in black ink, appearing to read "Cammie Ehret-Stevens". The signature is stylized with a large, looping initial "C" and a long horizontal stroke.

Cammie Ehret-Stevens
Purchasing Coordinator/Analyst



Dear Vendor,

The Kern Community College District Purchasing Department uses an online bid management system called Public Purchase. In order to begin, or continue to, receive bid notifications as a current vendor you must register with this new system. If you would like to do business with our District please complete the registration process detailed below.

INSTRUCTIONS

1. Register with Public Purchase:

Use the link below to begin the registration process. *It can take up to 24 hours for your account to become active.* You will receive an email from notices@publicpurchase.com letting you know your account is activated. Be sure and add this email address to your contacts to avoid the bid notification emails being sent to your junk folder.

<https://www.publicpurchase.com/gems/register/vendor/register>

If you are already registered with Public Purchase previously please proceed directly to step 2.

2. Register with Kern Community College District:

A. Once you have received your activation email from Public Purchase log into www.publicpurchase.com and accept the terms and conditions of use.

B. Then click on the link below to start your registration process with the Kern Community College District. Begin by selecting the NAICS Commodity Codes that relate to your business so you can receive email notifications of future bid opportunities.

<http://www.publicpurchase.com/gems/kccd,ca/buyer/public/home>

C. If, for any reason, the link below fails, you can follow the following procedure to complete the registration process:

Use the Public Purchase link in Step 1 and log in. Then click "Select Region," and "Select Agency." After selecting **Kern Community College District**, click on the "Register with **Kern Community College District**" on the right hand side of the **Kern Community College District** logo

It is important that this second part of the registration is complete or you will not receive notifications of upcoming quote opportunities from the Kern Community College District. It is your responsibility to keep the information up to date, particularly the contacts and email addresses.

Why the switch?

Using this service will make the quoting process easier for us and our suppliers. The Public Purchase eProcurement System was designed exclusively for use by Government Agencies and their Vendors.

Benefits to Us

This eProcurement system is compliant with all Federal and State regulations, which determine the required procedures for Government Agency purchasing practices. This service will also create an up to date vendor database, which will be hosted on Public Purchase's servers and will allow suppliers to easily update and change their information as needed.

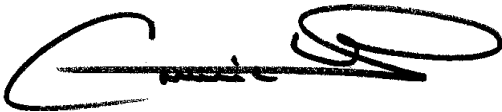
Benefits to You?

This eProcurement system will create a single location in which to view open Requests for Quotation and award information for previous RFQ's issued through the Public Purchase website. This system will also provide you with automatic notification and transmittal of bid solicitations to vendors. In addition, Public Purchase gives you access to bid opportunities with other government entities. *All of this is provided at no charge to you.*

If you need any assistance with this process, please contact Public Purchase at support@publicpurchase.com. Or use their Live Chat during business hours. It can be found in the upper left corner of the web site.

Thank you for participating in the Kern Community College District vendor registration process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Cammie Ehret-Stevens', with a large, stylized flourish at the end.

Cammie Ehret-Stevens
Purchasing Coordinator/Analyst