

Hoboken

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**Board of Education**

Hudson

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**County**

2021-2022

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**School Year**

**Bid Specifications**

**for**

**Student Transportation Services**

**To and From School**

**Bid Number: 2021-2022-003**

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**Legal Notice  
Specifications  
Prescribed Questionnaire  
Statement of Ownership Disclosure  
Affirmative Action Questionnaire/Statement  
Non-Collusion Affidavit  
Bid Sheet**

**April 2022**

# Specification for Student Transportation Services To and From School

Hoboken Board of Education

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2021-2022 School Year

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## **General Provisions**

1. All contractors must comply with current applicable New Jersey statutes, regulations and with the policies and procedures of the district board of education governing student transportation.
2. The term of the contract will be from September 1 through June 30 according to the school calendar. Student transportation contracts include all the rules and procedures pertaining to student transportation though not expressly stated.
3. The Board of Education intends to award a contract for transportation as soon as possible after the date set for the opening of bids and to require the successful contractor to provide transportation in accordance with the school calendar. The attached school calendar is part of these specifications and of the contract.
4. The successful bidder is considered an independent contractor and is not an agent, servant, employee, or representative of the board of education.
5. As authorized by the district board of education, only enrolled eligible public and private school students, adults serving as chaperones or school personnel can be transported. The vehicle(s) assigned to the routes specified herein cannot be utilized for other purposes during the time periods designated by the route descriptions.

6. Vehicle(s) must arrive and/or depart the assigned school(s) as indicated on the enclosed route descriptions.
7. No transportation contract can be subcontracted without the prior written approval of the board of education.
8. Bids are to be placed in a sealed envelope and plainly marked, "Bid for Student Transportation Services, Hoboken School District" and presented to the board in session, authorized committee, designated official or employee of the board. The board or designated official will unseal the bids in the presence of the parties bidding and publicly announce the contents. Bids will be received at the Hoboken Board of Education Business Office, located at 524 Park Avenue, Hoboken NJ 07030 up to 11:00AM prevailing time on April 29, 2022.

\* Please witness the bid opening via Zoom Video. A link to the meeting will be available on the district website: <http://www.hoboken.k12.nj.us> or can be obtained by contacting the Hoboken Business Office.

9. If awarded a contract, your company/firm must ensure compliance with all applicable federal, state and local regulations and certify such compliance to the board of education upon request.
10. The Board of Education reserves the right to transfer transportation contracts awarded under these specifications to another Board of Education.
11. If any litigation commences between the Board of Education and the successful bidder pursuant to the award of this contract, the venue for any suit must be in the Superior Court of New Jersey, Law Division, in the county where the Board of Education administering the contract is located.

12. There shall be no comingling of students, unless the Contractor is authorized to do so by the Board of Education.
13. The Hoboken Board of Education reserves the right to disqualify a bidder, by a resolution approved by the majority of the Board, because of prior negative experience. Any disqualification will be for a reasonable, defined period of time not to exceed 3 years.

## **Vehicles**

1. Transportation equipment must be properly registered by the Motor Vehicle Commission, meet all current specifications in accordance with Federal and State law, the rules of the State Board of Education, and any additional specifications of this district's board of education.
2. All vehicles must be systematically inspected twice within the school year and display a school bus certification inspection sticker to ensure that such vehicles and equipment are in safe and proper operating condition.
3. The contractor must provide and maintain an adequate number of school buses, including spares, to safely transport all students assigned to the routes contained in this bid and to assure uninterrupted service in the event of mechanical breakdown.
4. All vehicles shall be equipped with real-time GPS tracking and reports shall be available to the district upon request.
5. All vehicles shall be equipped with air conditioning.
6. Car seats and booster seats shall be available as needed.
7. Pre-trip inspection reports shall be available to the district upon request.

## **Accident Reporting**

Contractors must ensure that every school bus driver will: a) immediately inform the principal(s) of the receiving school(s) and the school business administrator or designee of the district board of education providing the transportation following an accident which involves an injury, death, or property damage, b) complete and file the accident report as prescribed by the Commissioner of Education and deliver it to the principal(s) of the receiving school(s) by the conclusion of the next working day, and c) deliver the report to the school business administrator or designee of the district board of education providing the transportation after it is signed by the principal(s) of the receiving school(s) in accordance with NJAC 6A:27-12.2. In addition, the driver must also complete and file a motor vehicle accident report in accordance with NJSA 39-4:130.

## **Reporting Student Left Unattended on the School Bus**

Every owner/operator of a school vehicle must immediately inform the administrator or principal of the receiving school and the chief school administrator of the district board of education providing for the transportation or their designee following an incident in which it is determined that a student was left unattended on the school bus at the end of the route. School district or school bus contractor personnel who discover, or to whom it is reported, that a student has been left on a school bus must immediately report the incident to the owner/operator of the vehicle. A student is considered to have been left unattended on the school bus at the end of the route when the driver has left the vicinity of the bus.

## **Drivers/Aides**

1. The driver must be a reliable person of good character who possesses the qualifications and communication skills necessary to perform the duties of the position, and comply with the rules set forth for drivers in all federal, state and local regulations including, but not limited to, the Omnibus Transportation Employee Testing Act, NJSA 18A:6-7.6 through 18A:6-7.12 and NJSA 18A:39-17 through 20 (background check) (Note: This requirement also applies to Certified Mobility Assistance Vehicle (MAV) Technicians transporting students with medical needs to and from school or school related activities in mobility assistance vehicles.), and tuberculosis testing.

2. If a student assigned to a special education route is not present at the assigned bus stop for three consecutive days, the contractor must report this absence to the district transportation supervisor.
3. The bus driver must always be in full charge of the school bus and is required to report unmanageable students to the district transportation supervisor and principal of the receiving school on the district prescribed incident/discipline form.
4. A bus aide assigned to a route awarded by this bid must be a reliable person of good character who possesses the qualifications and communication skills necessary to perform the duties of the position and is required to comply with the criminal background check and tuberculosis testing as prescribed by law.
5. Bus aides must attend to the special needs of students, maintain order on the vehicle to ensure the safety of all students, assist students getting on and off the vehicle as needed, and other duties which may be specified by the board of education.
6. If the Board of Education finds any driver or aide assigned to a vehicle operating under a contract awarded by this bid to be unsuitable for the position because of a lack of skills necessary to perform the job duties, inability to control students, failure to comply with the rules and regulations, incapacity, unbecoming conduct, or other good cause, the contractor may be required to remove the driver and/or aide from the route or all district routes. If the contractor fails to comply with this provision, the contractor may be required to show cause why this failure to comply is not deemed to constitute a breach of contract and may set aside and annul the contract.

## **Executive County Superintendent Approval**

All transportation contracts require the approval of the Executive County Superintendent of Schools.

## **Payment Terms**

1. Payments to contractors will be made on or about the last day of the month. Payments are made in monthly installments, provided an appropriate invoice is submitted by the first day of the month.
2. The contractor must execute the contract and submit it to the district board of education with all required related documents for the district board of education to comply with the timeline for submission of contracts to the county superintendent. Failure to do so may result in a delay in the scheduled payment of services. Contractors should visit the Department of Education's Student Transportation website to become familiar with the contract to be executed.
3. Payment for the month of June will be made by July 31<sup>st</sup>.
4. Per Diem contracts will be calculated on the actual number of days transportation services were performed.
5. Payments are subject to approval by the board of education. Therefore, payments may be delayed depending on the Board's meeting schedule.

## **Emergency Provisions**

1. In the event the school is closed due to inclement weather or other emergencies, the contractor will be notified as soon as possible by the public-school authorities providing transportation. Contractors are also advised to check online for school closing announcements.
2. In an emergency where the contractor cannot meet the schedule, or if the school has a change in schedule, the party responsible for any change must immediately notify the other party.

## **Basis of Bid and Adjustments**

1. The bidder must submit the bid on the bid sheet contained in these bid specifications. Bids are submitted on a per diem or per annum basis as indicated on the enclosed bid sheet. Other bid sheets are not acceptable.
2. If there is a change in the described route, the amount of the contract will be adjusted as specified in the bid. Bids which do not include an adjustment amount will not be accepted.
3. The net result of any mileage adjustment to a nonpublic school transportation contract cannot exceed the maximum cost per student in accordance with NJSA 18A:39-1a. Calculations to determine the per student cost must include all students on the route, public and nonpublic.

## **Insurance Coverage**

1. Unless otherwise specified by the board of education, the contractor must provide automotive liability insurance in the minimum amount required by the Motor Vehicle Commission and Department of Education regulations. If the board of education requires an insurance coverage greater than the minimum amount, the contractor must provide automotive liability insurance in the amount of \$3,000,000 combined single limit per occurrence. Bidders are required to provide, with the bid, evidence of their ability to obtain the required insurance coverage. A certificate of insurance for the duration of the contract must be presented by the successful bidder. The certificate of insurance must state that the contracting board of education is an additional insured party to the policy.
2. The district board of education and the Executive County Superintendent must be notified by the insured whenever any policy is cancelled. Notification must be made within 48 hours of the receipt of the notification of the cancellation by the insured, and before the cancellation takes effect.
3. The contractor will protect, defend, and hold harmless the Board of Education from any lawsuits or actions of every nature and description brought against it for, or on account of any injuries or



damages received or sustained by any party or parties by or from any acts of the contractor, its servants or agents as a result of the performance of the contract.

## **Bid Guarantee**

1. Each bid must be accompanied by a bid bond, cashier's or certified check for a minimum of five percent (5%) of the amount of the annual contract cost. In no case may the certified check, cashier's check or bid bond exceed \$50,000. No other form of guarantee is authorized. This guarantee must be made payable to the Board of Education. The deposit will be forfeited if the bidder refuses to execute a contract. Otherwise, checks will be returned when the contract is executed and a surety (performance) bond is filed with the Board of Education. The bid guarantee is identified by the bid number assigned to the bid for which it is submitted. The bid guarantee for all unsuccessful bidders, except for the three lowest bidders, will be returned within 10 days after the bid opening (Saturdays, Sundays and holidays excepted). The annual contract amount of per diem contracts is calculated by multiplying the total per diem cost by 180 days.
2. Each bid must be accompanied by a Consent of Surety.

## **Performance Guarantee**

1. A corporate and/or personal performance surety bond in an amount equal to the annual amount of the contract is required of the successful bidder. The performance guarantee is identified by the submitted multi-contract number or route number. Each bid must be accompanied by a signed Prescribed Form of Questionnaire, included in these specifications. The bond provided for per diem contracts must be equal to the total per diem bid multiplied by the actual number of days in the school calendar.
2. If personal bonds are permitted by these specifications, a contractor who submits a personal bond must ensure that the bondsperson providing the performance guarantee provides a list of all school districts in which they are bonding contracts and the amount of the contracts bonded. Evidence of the value of the property listed as security must also be provided upon request.

## **Breach of Contract/Penalties**

In the event the contractor fails to provide service in accordance with these specifications and stated requirements, the contractor will be considered in breach of contract. This may result in cancellation of the contract and/or enforcement of contractor's performance bond. The Contractor shall also be subject to penalties as set forth herein.

- a. The Contractor shall transport assigned students every school day during the length of this contract. A contractor who misses a pick up may face a penalty of fifty dollars (\$50.00) per student, per trip.
- b. It is understood that on occasion lateness will occur due to inclement weather, vehicle problems or traffic situations, but lateness without just cause will not be tolerated. In the event of a late bus, or failure to provide a bus, the contractor may face a penalty of two hundred dollars (\$200) per route, per occurrence.
- c. The vehicles assigned to the routes shall not be utilized for other purposes during the time periods designated by the route descriptions. In the event this occurs the Contractor may face a penalty of two hundred dollars (\$200) per occurrence.
- d. Vehicles are only permitted to stop at locations authorized by the Board of Education. In the event it is discovered that a vehicle is stopping at an unauthorized location, the Contractor may face a penalty of two hundred dollars (\$200) per occurrence.
- e. Any Contractor found to be engaging in the practice of commingling students may face a penalty of two hundred dollars (\$200) for each day the infraction occurs and will not be paid the per diem rate, for AM and PM sections, of each route involved in the incident.
- f. The Contractor shall provide a bus aide when a route specifically calls for one. In the event a Contractor fails to provide a bus aide, the Contractor may face a penalty of two hundred dollars (\$200) per occurrence.
- g. All penalties assessed against the Contractor shall be deducted from the Contractors monthly invoice.

Continuous contractual defaults, or any serious offense by the Contractor may be sufficient cause for the Board of Education to cancel the contract and seek enforcement of the Contractor's performance bond.

## **Training Programs**

1. The contractor must ensure that drivers and aides are properly trained to perform their duties, which must include, at a minimum, the training requirements listed at NJSA. 18A:39-19.1a and NJAC 6A:27-11.3. This training requirement must be completed twice each calendar year.
2. The contractor must administer a safety education program for all permanent and substitute drivers and bus aides according to NJSA 18A:39-19.1a and NJAC 6A:27-11.3 twice each calendar year.
3. Drivers and aides are required to participate in scheduled school bus evacuation drills.

## **Routes**

Within 10 days of the start of the contract, the contractor must submit to the district board of education a description of the actual streets traveled for routes for the transportation of special education students and nonpublic school students for which the streets to be traveled are not described by the board of education on the route description contained in the bid.

## **Modifications**

1. Any modifications to these specifications after the public advertisement for bids and prior to the scheduled bid opening, will be made known by certified mail to all bidders who requested specifications.
2. The Board of Education reserves the right to make modifications of routes subject to the provisions of the bid and the rules of the State Board of Education.

## **Affirmative Action**

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status,

affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and will post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27 5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor must submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

1. Letter of Federal Affirmative Action Plan Approval
2. Certificate of Employee Information Report
3. Employee Information Report Form AA302

The contractor and its subcontractors must furnish such reports or other documents to the Division of Contract Compliance & EEO as requested by the office from time to time to carry out the purposes of these regulations. Public agencies will furnish such information as requested by the Division of Contract Compliance & EEO to conduct a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

## **Ownership Disclosure**

All bidders are hereby notified that every corporation and partnership, according to the provision of Chapter 33, Laws of 1977 of the State of New Jersey, must submit a statement prior to the receipt of the bid or accompanying the bid, setting forth the names and addresses of all stockholders in the corporation or partnership who own 10% or more of its stock, of any class or of all partners in the partnership who own a 10% or greater interest. If one or more such stockholder or partner is itself a corporation or partnership, the stockholders holding 10% or more of that corporation's stock, or the individual partner's 10% or greater interest in that partnership must also be listed. The disclosure continues until names and addresses of every non-corporate stockholder, and individual partner,

exceeding the 10% ownership criteria established in this act, has been listed.

## **Business Registration**

All bidders are hereby notified that every business organization must submit with their bid a copy of their Business Registration Certificate, in compliance with P.L. 2004, c 57 of the State of New Jersey.

## **Drug and Alcohol Testing**

If awarded a contract, your company/firm is required to certify to the board of education that you follow the drug and alcohol requirements of the Omnibus Transportation Employee Testing Act.

## **Background Checks**

1. The contractor must ensure compliance with the requirements of NJSA 18A:39-17 through 20 governing criminal history background checks and must annually submit required documents to the county superintendent of schools on or before August 31 or upon employment for newly hired drivers.
2. The contractor must ensure compliance with the requirements of NJSA 18A:6-7.6 through 12 governing child abuse and sexual misconduct checks. Additional information on this requirement is available from the Office of Student Protection's "[Pre-Employment Resources](https://www.state.nj.us/education/crimhist/preemployment/)" webpage:  
<https://www.state.nj.us/education/crimhist/preemployment/>.

## **Driver and Aide Training**

The contractor must comply with the requirements of NJSA 18A:39-19.1a, 2, and 3 governing the training of school bus drivers and aides and must annually submit required documents to the county superintendent of schools on or before August 31 or upon employment for newly hired drivers and/or aides.

## **Disclosure of Political Contributions**

The contractor must file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission pursuant to NJSA 19:44A-20.13 (P.L. 2005, c.271, s.3) if the contractor receives contracts in the aggregate exceeding \$50,000 from public entities in a calendar year. It is the contractor's responsibility to determine if filing is necessary. Additional information on this requirement is available from ELEC at 888-313-3532 or at [www.elec.state.nj.us](http://www.elec.state.nj.us).

## **Maintenance of Contract Records**

The relevant records of private vendors or other persons entering into contracts with covered entities are subject to audit or review by the Office of the State Comptroller pursuant to NJSA 52:15C-14(d). The contractor must maintain all documentation related to products, transactions, or services under this contract for a period of five years from the date of final payment. These records must be available to the New Jersey Office of the State Comptroller upon request.

## **Notification Required when a School Bus Driver's License is suspended or revoked**

When a contractor providing pupil transportation services under contract with a board of education is notified by the Department of Education that a school bus driver employed by the provider has had their bus driver's license suspended or revoked, the employing transportation provider, within one business day of the notification, must provide a statement to the NJ Department of Education verifying that the school bus driver no longer operates a school bus for the board or contractor.

The following documents must be submitted for your bid to be considered:

1. Bidder's Guarantee
2. Business Registration Certificate
3. Evidence of the Bidder's Ability to Obtain the Required Insurance Coverage
4. Omnibus Transportation Employee Testing Act Compliance Assurance
5. School Bus Driver Annual Certification Compliance Assurance
6. Disclosure of Investment Activities in Iran
7. Prescribed Questionnaire
8. Consent of Surety

9. Statement of Ownership Disclosure
10. Coordinated Transportation Services Agency Membership Form (CTSA only)
11. Affirmative Action Documentation or Questionnaire
12. Non-Collusion Affidavit
13. Nuclear Free Hoboken Ordinance
14. Bid Sheet



## **LEGAL NOTICE**

The School Business Administrator/Board Secretary of the Hoboken Board of Education, in the County of Hudson, State of New Jersey, by authority of said Board, solicits sealed bids for student transportation. Bids to be received at the Business Office of the Hoboken Board of Education, located at 524 Park Avenue, Hoboken NJ 07030 up to 11:00AM prevailing time on April 29, 2022.

### **STUDENT TRANSPORTATION SERVICES 2021-2022 School Year**

**Bid Number(s): 2021-2022-003**

Specifications are available upon request at the Business Office of the Hoboken Board of Education, located at 524 Park Avenue, Hoboken NJ 07030.

All bids must be submitted on the bid form contained in the specifications. Bids which are not submitted on such form may be rejected.

Bidders are required to comply with the requirements of *N.J.S.A* 10: 5-31 et seq. and *N.J.A.C.* 17:27 Affirmative Action.

The Board of Education reserves the right to reject any or all bids.

By order of the Hoboken Board of Education

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School Business Administrator/Board Secretary

DATE: \_\_\_\_\_

**STATEMENT OF ASSURANCE**

**OMNIBUS TRANSPORTATION EMPLOYEE TESTING ACT COMPLIANCE**

(To accompany bid)

The following firm

\_\_\_\_\_ is currently under contract

\_\_\_\_\_ will be contracted with

to provide a controlled substance testing program to our company as required by the Omnibus Transportation Employee Testing Act:

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone: \_\_\_\_\_

Authorized Bidder's Name and Title \_\_\_\_\_  
(Print or Type)

Authorized Signature \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

**STATEMENT OF ASSURANCE**

**SCHOOL BUS DRIVER ANNUAL CERTIFICATION TO THE EXECUTIVE COUNTY  
SUPERINTENDENT OF SCHOOLS**

(To accompany bid)

I certify compliance with the requirements of *N.J.S.A.* 18A:39-17 through 20 governing criminal history background checks, and shall annually submit required documents to the Executive County Superintendent of Schools on or before August 31 or upon employment for newly hired drivers.

I also certify that prior to assigning a newly hired, currently approved school bus driver to a bus route, a school bus driver transmittal form is completed and submitted to the New Jersey Department of Education Criminal History Review Unit.

Authorized Bidder's Name and Title \_\_\_\_\_  
(Print or Type)

Authorized Signature \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_



STATE OF NEW JERSEY  
DEPARTMENT OF THE TREASURY  
DIVISION OF PURCHASE AND PROPERTY

33 WEST STATE STREET, P.O. BOX 230  
TRENTON, NEW JERSEY 08625-0230

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

BID SOLICITATION #:

VENDOR/BIDDER:

**PART 1**

**CERTIFICATION**

**VENDOR/BIDDER MUST COMPLETE PART 1 BY CHECKING ONE OF THE BOXES**

**FAILURE TO CHECK ONE OF THE BOXES WILL RENDER THE PROPOSAL NON-RESPONSIVE**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of the Treasury's Chapter 25 list as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Vendors/Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a Vendor's/Bidder's proposal non-responsive. If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CHECK THE APPROPRIATE BOX**

**OR** A. I certify, pursuant to Public Law 2012, c. 25, that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). Disregard Part 2 and complete and sign the Certification below.

B. I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such information will result in the proposal being rendered as nonresponsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

**PART 2**

**PLEASE PROVIDE ADDITIONAL INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN**

If you checked Box "B" above, provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, engaged in the investment activities in Iran by completing the boxes below.

ENTITY NAME:

RELATIONSHIP TO VENDOR/BIDDER:

DESCRIPTION OF ACTIVITIES:

DURATION OF ENGAGEMENT:

ANTICIPATED CESSATION DATE:

VENDOR/BIDDER CONTACT NAME:

VENDOR/BIDDER CONTACT PHONE No.:

*Attach Additional Sheets If Necessary.*

**CERTIFICATION**

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor/Bidder, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor/Bidder is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I will be subject to criminal prosecution under the law, and it will constitute a material breach of my agreement(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Signature

Date

Print Name and Title

**PRESCRIBED FORM OF QUESTIONNAIRE**

(To accompany bid)

**SURETY BOND**

\_\_\_\_\_ CORPORATE – Consent of Surety Attached

\_\_\_\_\_ PERSONAL – Consent of Surety Attached

**FAMILIARITY WITH CONDITIONS OF CONTRACT**

Have you read carefully the applicable New Jersey Statutes, regulations, procedures, the rules of the local board of education pertaining to student transportation, the specifications upon the basis of which the accompanying bid is submitted, and the contract which the successful bidder will be required to execute? Yes \_\_\_\_\_ No \_\_\_\_\_

**EXPERIENCE OF BIDDER**

1. Have you had previous experience in school or other bus transportation? \_\_\_\_Yes \_\_\_\_No

2. If yes, how many years experience? \_\_\_\_\_

3. Briefly state the nature of this experience. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Authorized Bidder's Name and Title \_\_\_\_\_

(Print or Type)

Authorized Signature \_\_\_\_\_

**CONSENT OF SURETY – PERSONAL BONDS**

(To accompany the bid – if applicable)

Issued to the \_\_\_\_\_ Board of Education

On behalf of \_\_\_\_\_, as contractor

Bid Date \_\_\_\_\_ Bid Number \_\_\_\_\_

We hereby agree to issue the required Personal Surety Bond for the transportation services to be provided by the award of a mutually agreed upon contract between the referenced Board of Education and Contractor.

**Two Bondspersons Required**

(Please print or type.)

1. Name \_\_\_\_\_

Address \_\_\_\_\_

State location and value over all encumbrances thereon of real estate owned in the county of

\_\_\_\_\_ Property Value \$ \_\_\_\_\_

Location \_\_\_\_\_

If you are providing a personal bond in any other school district, list all school districts in which you are bonding contracts and the amount of the contracts bonded.

\_\_\_\_\_  
\_\_\_\_\_

Bondsperson Signature \_\_\_\_\_

2. Name \_\_\_\_\_

Address \_\_\_\_\_

State location and value over all encumbrances thereon of real estate owned in the county of

\_\_\_\_\_ Property Value \$ \_\_\_\_\_

Location \_\_\_\_\_

If you are providing a personal bond in any other school district, list all school districts in which you are bonding contracts and the amount of the contracts bonded.

\_\_\_\_\_  
\_\_\_\_\_

Bondsperson Signature \_\_\_\_\_

## STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

**This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.**

**Name of Organization:** \_\_\_\_\_

**Organization Address:** \_\_\_\_\_

**Part I Check the box that represents the type of business organization:**

- ☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- ☐ For-Profit Corporation (any type)      ☐ Limited Liability Company (LLC)
- ☐ Partnership      ☐ Limited Partnership      ☐ Limited Liability Partnership (LLP)
- ☐ Other (be specific): \_\_\_\_\_

**Part II**

- ☐ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

**OR**

- ☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address

**Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II**

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

**Please list** the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above.** The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address

## **Part IV** Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the *<name of contracting unit>* is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with *<type of contracting unit>* to notify the *<type of contracting unit>* in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the *<type of contracting unit>* to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	



**Coordinated Transportation Services Agency Membership Form**

(To accompany the bid – CTSA only)

BOARD OF EDUCATION

CHIEF SCHOOL ADMINISTRATOR

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Agency Name \_\_\_\_\_

Address \_\_\_\_\_

Authorized Representative Name and Title \_\_\_\_\_  
(Print or Type)

Authorized Signature \_\_\_\_\_

**AFFIRMATIVE ACTION**  
**QUESTIONNAIRE**  
(To accompany bid)

COMPANY NAME \_\_\_\_\_

1. Our company has a federal Affirmative Action Plan approval.

\_\_\_\_\_ YES      \_\_\_\_\_ NO

- A. If yes, a copy of said approval shall be submitted to the board of education within seven (7) working days of the notice of intent to award the contract or the signing of the contract.

2. Our company has a New Jersey State Certificate of Approval.

\_\_\_\_\_ YES      \_\_\_\_\_ NO

- A. If yes, a copy of the New Jersey State Certificate shall be submitted to the board of education within seven (7) working days of the notice of intent to award the contract or the signing of the contract.

3. If you answered NO to both questions above, an Affirmative Action Employee Information Report (AA-302) will be mailed to you. Complete the form and forward it to the Affirmative Action Office, Department of Treasury, Division of Purchase & Property, Contract Compliance Audit Unit, EEO Monitoring Program  
P.O. Box 206, Trenton, NJ 08625. A copy shall be submitted to the board of education within seven (7) days of the notice of the intent to award the contract or the signing of the contract.

I certify that the above information is correct to the best of my knowledge.

AUTHORIZED BIDDER \_\_\_\_\_  
(Print or Type)

TITLE \_\_\_\_\_ DATE \_\_\_\_\_  
(Print or Type)

SIGNATURE \_\_\_\_\_

# INSTRUCTIONS FOR COMPLETING THE EMPLOYEE INFORMATION REPORT (FORM AA302)

**IMPORTANT:** READ THE FOLLOWING INSTRUCTIONS CAREFULLY BEFORE COMPLETING THE FORM. PRINT OR TYPE ALL INFORMATION. FAILURE TO PROPERLY COMPLETE THE ENTIRE FORM **AND TO SUBMIT THE REQUIRED \$150.00 NON-REFUNDABLE FEE MAY DELAY ISSUANCE OF YOUR CERTIFICATE. IF YOU HAVE A CURRENT CERTIFICATE OF EMPLOYEE INFORMATION REPORT, DO NOT COMPLETE THIS FORM UNLESS YOU ARE RENEWING A CERTIFICATE THAT IS DUE FOR EXPIRATION. DO NOT COMPLETE THIS FORM FOR CONSTRUCTION CONTRACT AWARDS.**

**ITEM 1** - Enter the Federal Identification Number assigned by the Internal Revenue Service, or if a Federal Employer Identification Number has been applied for, or if your business is such that you have not or will not receive a Federal Employer Identification Number, enter the Social Security Number of the owner or of one partner, in the case of a partnership.

**ITEM 2** - Check the box appropriate to your TYPE OF BUSINESS. If you are engaged in more than one type of business check the predominate one. If you are a manufacturer deriving more than 50% of your receipts from your own retail outlets, check "Retail".

**ITEM 3** - Enter the total "number" of employees in the entire company, including part-time employees. This number shall include all facilities in the entire firm or corporation.

**ITEM 4** - Enter the name by which the company is identified. If there is more than one company name, enter the predominate one.

**ITEM 5** - Enter the physical location of the company. Include City, County, State and Zip Code.

**ITEM 6** - Enter the name of any parent or affiliated company including the City, County, State and Zip Code. If there is none, so indicate by entering "None" or N/A.

**ITEM 7** - Check the box appropriate to your type of company establishment. "Single-establishment Employer" shall include an employer whose business is conducted at only one physical location. "Multi-establishment Employer" shall include an employer whose business is conducted at more than one location.

**ITEM 8** - If "Multi-establishment" was entered in item 8, enter the number of establishments within the State of New Jersey.

**ITEM 9** - Enter the total number of employees at the establishment being awarded the contract.

**ITEM 10** - Enter the name of the Public Agency awarding the contract. Include City, County, State and Zip Code. This is not applicable if you are renewing a current Certificate.

**ITEM 11** - Enter the appropriate figures on all lines and in all columns. THIS SHALL ONLY INCLUDE EMPLOYMENT DATA FROM THE FACILITY THAT IS BEING AWARDED THE CONTRACT. DO NOT list the same employee in more than one job category. **DO NOT attach an EEO-1 Report.**

## **Racial/Ethnic Groups will be defined:**

**Black:** Not of Hispanic origin. Persons having origin in any of the Black racial groups of Africa.

**Hispanic:** Persons of Mexican, Puerto Rican, Cuban, or Central or South American or other Spanish culture or origin, regardless of race.

**American Indian or Alaskan Native:** Persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

**Asian or Pacific Islander:** Persons having origin in any of the original peoples of the Far East, Southeast Asia, the Indian Sub-continent or the Pacific Islands. This area includes for example, China, Japan, Korea, the Phillippine Islands and Samoa.

**Non-Minority:** Any Persons not identified in any of the aforementioned Racial/Ethnic Groups.

**ITEM 12** - Check the appropriate box. If the race or ethnic group information was not obtained by 1 or 2, specify by what other means this was done in 3.

**ITEM 13** - Enter the dates of the payroll period used to prepare the employment data presented in Item 12.

**ITEM 14** - If this is the first time an Employee Information Report has been submitted for this company, check block "Yes".

**ITEM 15** - If the answer to Item 15 is "No", enter the date when the last Employee Information Report was submitted by this company.

**ITEM 16** - Print or type the name of the person completing the form. Include the signature, title and date.

**ITEM 17** - Enter the physical location where the form is being completed. Include City, State, Zip Code and Phone Number.

## **TYPE OR PRINT IN SHARP BALL POINT PEN**

THE VENDOR IS TO COMPLETE THE EMPLOYEE INFORMATION REPORT FORM (AA302) AND RETAIN A COPY FOR THE VENDOR'S OWN FILES. THE VENDOR SHOULD ALSO SUBMIT A COPY TO THE PUBLIC AGENCY AWARDED THE CONTRACT IF THIS IS YOUR FIRST REPORT; AND FORWARD ONE COPY **WITH A CHECK IN THE AMOUNT OF \$150.00 PAYABLE TO THE TREASURER, STATE OF NEW JERSEY(FEE IS NON-REFUNDABLE)** TO:

**NJ Department of the Treasury  
Division of Public Contracts  
Equal Employment Opportunity Compliance  
P.O. Box 206**

**Trenton, New Jersey 08625-0206**

**Telephone No. (609) 292-5473**

**State of New Jersey**  
**Division of Public Contracts Equal Employment Opportunity Compliance**  
**EMPLOYEE INFORMATION REPORT**

**IMPORTANT-** READ INSTRUCTIONS ON BACK OF FORM CAREFULLY BEFORE COMPLETING FORM. TYPE OR PRINT IN SHARP BALLPOINT PEN. FAILURE TO PROPERLY COMPLETE THE ENTIRE FORM AND **SUBMIT THE REQUIRED \$150.00 FEE** MAY DELAY ISSUANCE OF YOUR CERTIFICATE. DO NOT SUBMIT EEO-1 REPORT FOR SECTION B, ITEM 11.

**SECTION A - COMPANY IDENTIFICATION**

1. FID. NO. OR SOCIAL SECURITY	2. TYPE OF BUSINESS <input type="checkbox"/> 1. MFG <input type="checkbox"/> 2. SERVICE <input type="checkbox"/> 3. WHOLESALE <input type="checkbox"/> 4. RETAIL <input type="checkbox"/> 5. OTHER	3. TOTAL NO. OF EMPLOYEES IN THE ENTIRE COMPANY.
4. COMPANY NAME		
5. STREET	CITY	COUNTY    STATE    ZIP CODE
6. NAME OF PARENT OR AFFILIATED COMPANY (IF NONE, SO INDICATE)		CITY    STATE    ZIP CODE
7. CHECK ONE: IS THE COMPANY: <input type="checkbox"/> SINGLE-ESTABLISHMENT EMPLOYER <input type="checkbox"/> MULTI-ESTABLISHMENT EMPLOYER		
8. IF MULTI-ESTABLISHMENT EMPLOYER, STATE THE NUMBER OF ESTABLISHMENTS IN NJ		
9. TOTAL NUMBER OF EMPLOYEES AT ESTABLISHMENT WHICH HAS BEEN AWARDED THE CONTRACT		
10. PUBLIC AGENCY AWARDDING CONTRACT	CITY	COUNTY    STATE    ZIP CODE

<b>Official Use Only</b>	DATE RECEIVED	INAUG DATE	ASSIGNED CERTIFICATION NUMBER

**SECTION B - EMPLOYMENT DATA**

11. Report all permanent, temporary and part-time employees ON YOUR OWN PAYROLL. Enter the appropriate figures on all lines and in all columns. Where there are no employees in a particular category, enter a zero. Include ALL employees, not just those in minority/non-minority categories, in columns 1, 2, & 3. *DO NOT SUBMIT AN EEO-1 REPORT.*

JOB Categories	All Employees			PERMANENT MINORITY/NON-MINORITY EMPLOYEE BREAKDOWN									
				***** MALE *****					***** FEMALE *****				
	Total (Cols. 2 & 3)	COL. 2 MALE	COL. 3 FEMALE	Black	Hispanic	Amer. Indian	Asian	Non Min	Black	Hispanic	Amer. Indian	Asian	Non Min
Officials/Managers													
Professionals													
Technicians													
Sales Workers													
Office & Clerical													
Craftworkers (Skilled)													
Operatives (Semi-Skilled)													
Laborers (Unskilled)													
Service Workers													
Total													
Total employment From previous Report (if any)													
Temporary & Part Time Employees	The data below shall NOT be included in the figures for the appropriate categories above.												

12. HOW WAS INFORMATION AS TO RACE OR ETHNIC GROUP IN SECTION B OBTAINED?

14. IS THIS THE FIRST  
Employee Information  
Report Submitted?15. IF NO, DATE LAST  
REPORT SUBMITTED13. DATES OF PAYROLL PERIOD USED  
FROM:

TO:

☐ YES    ☐ NO

**SECTION C - SIGNATURE AND IDENTIFICATION**

16. NAME OF PERSON COMPLETING FORM (Print or Type)	SIGNATURE	TITLE	DATE
17. ADDRESS NO. & STREET	CITY	COUNTY	STATE    ZIP CODE    PHONE, AREA CODE, NO.

I certify that the information on this form is true and correct.

**HOBOKEN BOARD OF EDUCATION  
REQUIRED VENDOR DOCUMENT (Exhibit A)**

VENDOR: \_\_\_\_\_  
BID/RFQ/RFQ NAME: \_\_\_\_\_

**EXHIBIT A**

**MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE  
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)  
N.J.A.C. 17:27**

**GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS**

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

**HOBOKEN BOARD OF EDUCATION**  
**REQUIRED VENDOR DOCUMENT (Exhibit A)**

VENDOR: \_\_\_\_\_  
BID/RFQ/RFQ NAME: \_\_\_\_\_

**EXHIBIT A (Continued)**

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Div. of Contract Compliance & EEO as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Div. of Contract Compliance & EEO for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

**\*NO FIRM MAY BE ISSUED A PURCHASE ORDER OR CONTRACT WITH THE STATE UNLESS THEY COMPLY WITH THE AFFIRMATIVE ACTION REGULATIONS\***

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**ACKNOWLEDGEMENT OF RECEIPT**

This page MUST be returned to the Hoboken Board of Education, Office of the Business Administrator and will be kept on file. Additionally, I will furnish one of the following documents to the Hoboken Board of Education with this receipt:

**PLEASE CHECK APPROPRIATE BOX (Only One)**

- ☐ I have a current New Jersey Affirmative Action Certificate (***Attached***)
- ☐ I have a valid Federal Affirmative Action Plan Approval Letter (***Attached***)
- ☐ I have completed the enclosed FORM AA302 (***Copy of Check/Money Order Attached***)

By signing below, I am acknowledging that I have received and read this exhibit and am/will remain in compliance with the statutes listed therein.

---

NAME (printed)

---

SIGNATURE

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DATE

**FORM OF NON-COLLUSION AFFIDAVIT**

(To accompany the bid)

STATE OF NEW JERSEY, COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_ of the \_\_\_\_\_,  
(city, town, borough)

of \_\_\_\_\_, in the County of \_\_\_\_\_,

State of \_\_\_\_\_, of full age, being duly sworn according to law on

my oath depose and say that:

I am \_\_\_\_\_ of the firm/agency of \_\_\_\_\_, the bidder making the Proposal for the Student Transportation Contracts, and that I executed the said Proposal with full authority to do so, that said bidder has not, directly or indirectly, entered into any agreement, participated in any collusion, participated in drafting these specifications or route descriptions, or otherwise taken any action in restraint of free, competitive bidding in connection with the above bid and that all statements contained in said Proposal and in this affidavit are true and correct, and made with full knowledge that the State of New Jersey relies upon the truth of the statements contained in said Proposal and in the statements contained in this affidavit in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by

\_\_\_\_\_  
Company/Agency Name (Print or Type)

\_\_\_\_\_  
Authorized Representative - Name and Title (Print or Type)

\_\_\_\_\_  
Authorized Signature

(N.J.S.A. 52:34-15)

Bid Number \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public of New Jersey  
(Seal)

My commission expires \_\_\_\_\_, 20\_\_\_\_

## THE NUCLEAR-FREE HOBOKEN ORDINANCE

(1) FINDINGS: The People of the City of Hoboken hereby find that:

- (a) Nuclear weapons production, in the United States and in other countries, is draining the world's resources and presenting humanity with an ever-increasing threat of nuclear war.
- (b) Any participation in the nuclear war industry, locally, federally, or otherwise, directly condones the possible annihilation of our civilization. We see this as a crime against the sacredness of our humanity.
- (c) The emphatic expression of our community, along with communities throughout the world, can help initiate steps by the United States, the Soviet Union, and other nuclear weapons powers to end the arms race and the proliferation of all nuclear weapon systems.

(2) POLICY: Hoboken shall be established as a Nuclear Free Zone.

A Nuclear Free Zone shall be defined by these requirements:

- (a) No nuclear weapons, delivery systems for such weapons, or components expressly intended to contribute to the operation, guidance or delivery of a nuclear weapon shall be produced or stored within the City of its' port.
- (b) No waste from the production of nuclear weapons, their components, or commercial nuclear power shall be stored within the City of its' port.
- (c) No research furthering nuclear weapons, their components, or commercial nuclear power shall be stored within the City of its' port.
- (d) The Mayor and Council of the City of Hoboken shall request the United States Department of Transportation and the New Jersey Department of Transportation to provide the City with advance notification of any radioactive waste shipment through the City limits. Upon such notification, the Mayor and Council shall act to prevent transportation of radioactive waste through the City by seeking an exemption for preemption by Department of Transportation regulations or using other legal means at their disposal.
- (e) The Mayor and Council of the City of Hoboken shall not do business or award any municipal contract to any person, firm, or organization engaged in the production of nuclear weapons or components.

(3) This ordinance expresses the policy of the City of Hoboken. It is not intended to make violations subject to forfeiture and nothing in this ordinance shall be construed to prohibit or regulate any activity not specifically described in Subsection (2).

(4) SEVERABILITY: If any portion of this Ordinance is hereafter declared invalid, all remaining portions shall remain in full force and effect, and to this extent, the provisions of this Ordinance are severable.

\*\*\*\*\*

CERTIFICATION: I hereby certify that \_\_\_\_\_ does not engage in

(Name of Vendor)

the production of nuclear weapons or components.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature



**Chancellor Academy**  
**157 West Parkway**  
**Pompton Plains, New Jersey 07444**  
**Telephone: 973-835-4989 Fax: 973-835-0768**

Kevin McNaught, Executive Director & Christopher Pagano, Director

	Emergency Closings
	Parent Meetings 6:30pm
	School Closed
	Early release 12:15 pm

2021-2022 school year

Revised 2/28/2022

School Hours

Full Day Session: 8:00 a.m. - 2:00 p.m.  
 early dismissal: 12:15 p.m.

July 2021 (20 days) ESY							August 2021 (0 days)							September 2021 - (18 days)						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
				1	2	3	1	2	3	4	5	6	7				1	2	3	4
4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9	10	11
11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18
18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25
25	26	27	28	29	30	31	29	30	31					26	27	28	29	30		

ESY July 1 - July 29 8:00 am-12:15 pm

7/5 - School closed/observed holiday

ESY extended to 7/30 due to emergency closing

8/30 & 8/31 office open /optional day for staff

9/1 - 9/3 Staff In Service

9/6 Labor Day - no school

9/7 First day for students

9/7, 9/8, 9/9 & 9/10 Early dismissal students

9/23 Parent meeting

October 2021 - (20 days)							November 2021 -(20 days)							December 2021 - (15 days)						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					1	2		1	2	3	4	5	6				1	2	3	4
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25
24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	
31																				

10/11 School closed/Columbus Day

10/21 & 10/22 Parent conferences

11/12 End of 1st MP

11/24 Early release

11/25 & 11/26 School closed/Thanksgiving

12/9 Pasta Dinner/Early release

12/10 School Closed/Staff in service

12/22 Early release

12/23 - 12/31 School closed/Winter break

January 2022- (19 days)							February 2022 - (17 days)							March 2022- (23 days)						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1			1	2	3	4	5			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28						27	28	29	30	31		
30	31																			

1/3 School opens/Winter break ends

1/7 Emergency Closing/Snow

1/17 School closed/MLK Day

1/28 End of 2nd MP

2/10 & 2/11 Parent/Teacher Conferences

2/4 Emergency Closing/Snow

2/10 & 2/11 Early release

2/18 Early release/Staff in service

2/21 School closed/President's Day

2/25 Emergency Closing/Snow

3/11 Early release/Staff in service

3/25 Early release/Staff in service

April 2022 - (15 days)							May 2022- (20 days)							June 2022 - (16 days)						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					1	2	1	2	3	4	5	6	7				1	2	3	4
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30		

4/8 End of 3rd MP

4/15 - 4/22 School closed/Spring break

5/19 Awards Ceremony

5/26 Early release/Staff in service

5/27 & 5/30 School closed/Memorial Day

6/13 - 6/22 Early release

6/22 Graduation

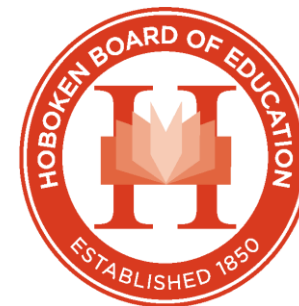
6/22 Last day of school

6/22 End of 4th MP

183 Days with 0 emergency closing days built in

No delayed openings on Early Release

## Hoboken Public Schools District Calendar 2021-2022



September (15 Days)						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October (20 Days)						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November (16 Days)						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December (17 Days)						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January (20 Days)						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February (18 Days)						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March (23 Days)						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April (15 Days)						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May (21 Days)						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June (16 Days)						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**184 Contractual Certificated Staff Days**

**181 Contractual Student Contact Days**

**The last day of school is scheduled for June 22, 2022**

△ Full Professional Development Day: No Students

○ 1 O'clock Dismissal (*Students Only*)

△ 1 O'clock Dismissal (*Entire District*)

★ First Day of School

■ All Schools Closed

Date	Event or Holiday
September 6, 2021	Labor Day
September 16, 2021	Yom Kippur
October 11, 2021	Columbus Day
November 2, 2021	Election Day
November 4-5, 2021	NJEA Convention
November 11, 2021	Veterans Day
November 25-26, 2021	Thanksgiving Break
December 24-31, 2021	Winter Break
January 17, 2022	Martin Luther King, Jr. Day
February 18-21, 2022	Presidents Weekend
April 15-22, 2022	Spring Break
May 30, 2022	Memorial Day
June 22, 2022	HHS Graduation

**Dr. Christine Johnson, Superintendent**  
**Ms. Sandra Rodriguez-Gomez, Assistant Superintendent**  
**Ms. Joyce A. Goode, Business Administrator**

School Phone Numbers	
Brandt	(201) 356-3690
Calabro	(201) 356-3670
Connors	(201) 356-3680
HHS	(201) 356-3700
HMS	(201) 356-3750
Wallace	(201) 356-3650

If the district must close for inclement weather, announcements will be posted on the district website and on Channel 4,5,7, News 12, Fios and 1010 Wins

The Board of Education reserves the right to modify the district calendar when recommended by the Superintendent of Schools

Parent/Teacher Conferences and Back to School Night will be added to the calendar within a few weeks

## Jersey City Public Schools 2021-2022 (UPDATED 6/3/21)

### August

- 23 Administrators return
- 23 Board Caucus
- 26 Board Meeting



### September

- 6 Labor Day – District Closed
- 7 & 8 Staff In-Service PD-No Students
- 9 First Day of School For Students
- 20 Board Caucus
- 21 Elementary Parent Orientation
- 22 Middle School Parent Orientation
- 23 Board Meeting
- 28 High School Parent Orientation

### October

- 6 Professional Development – No classes for students
- 11 Columbus Day – District Closed
- 25 Board Caucus
- 26-28 NJ School Boards Association Convention - Virtual
- 28 Board Meeting

### November

- 1 Schools Closed – Central Office Open
- 2 Election Day – District Closed
- 3 Schools Closed – Central Office Open
- 4-5 NJEA Convention - Schools Closed, CO open
- 4 Diwali
- 11 Veterans' Day - District Closed
- 15 End of MP 1
- 15 Board Caucus
- 18 Board Meeting
- 22 Elementary School Report Card Night – 6:30-8:00pm
- 23 Middle School Report Night – 6:30-8:00pm
- 24 Half-Day Session, 12:45 Dismissal
- 25-26 Thanksgiving Recess-District Closed
- 29 High School Report Card Night – 6:30-8:00pm

### December

- 13 Board Caucus
- 16 Board Meeting
- 22 Half-Day Session, 12:45 Dismissal
- 23 Christmas Eve Observed - District Closed
- 24 Christmas Day Observed – District Closed
- 27-29 Winter Recess – Schools Closed, Central Office open
- 30 New Year's Eve Observed – District Closed
- 31 New Year's Eve – District Closed



**January**

- 3 Classes Resume
- 5 Reorganization Meeting
- 12 Collaborative PD for teachers, 1:30-3:45 1/2 day for students
- 17 **Martin Luther King, Jr. Day – District Closed**
- Board Caucus
- Board Meeting

**February**

- 1 End of MP 2
- 2 Collaborative PD for teachers, 1:30-3:45 1/2 day for students
- 15 High School Parent Conference 1:30-3pm, 12:45 Dismissal HS only
- 16 Elementary School Parent Conference 1:30-3pm, 12:45 Dismissal ES only
- 17 Middle School Parent Conference 1:30-3pm, 12:45 Dismissal MS only
- 21 **Presidents' Day – District Closed**
- Board Caucus
- Board Meeting

**March**

- 2 Read Across America Day
- 7-11 Sneak-A-Peak (Elementary Schools)
- 23 Collaborative PD for teachers, 1:30-3:45 1/2 day for students.
- Board Caucus
- Board Meeting

**April**

- 12 End of MP 3
- 14 Half-Day Session, 12:45 Dismissal
- 15 **Good Friday – District Closed**
- 18-22 Spring Recess, Schools Closed, Central Office Open
- 25 Classes Resume
- Board Caucus
- Board Meeting

**May**

- 3 **Eid-al-Fitr – Schools Closed, Central Office open**
- 10 Elementary School Report Card Night, 6:30-8:00
- 11 High School Report Card Night, 6:30-8:00
- 12 Middle School Report Card Night, 6:30-8:00
- 18 Collaborative PD for teachers, 1:30-3:45 1/2 day for students
- Board Caucus
- Board Meeting
- 20 Parents as Partners Conference
- 27 Half Day Session for Schools-12:45 Dismissal
- 30 **Memorial Day-District Closed**

**June**

- Board Caucus
- Board Meeting
- 23-27 Contractual Half-Day Sessions if no emergency days needed
- 28-30 Emergency Days

**July**

- 1 Last day for Administrators with Flex days
- 4 **Independence Day Observed - District Closed**
- 11 Last day for Administrators if no flex days used and no emergency days

## BID SHEET

Hoboken  
Board of Education  
**Student Transportation Services**

- Bids which do not include an adjustment amount will not be accepted.
- In the event bid submissions for a route cost result in a tie bid, the award shall be based on the lowest aide cost (if applicable). If there is no aide cost, or if that cost also results in a tie bid, the award shall be based on the lowest increase/decrease adjustment cost unless otherwise specified by the board.
- Alternate bids not solicited by the Board of Education will not be accepted.
- The following routes and aide (if applicable) are to be bid on a PER DIEM basis.
- Routes which require an aide are so indicated by an asterisk (\*).

I hereby submit the following bid(s) to transport students during the 2021-2022 school year in accordance with your advertisement, specifications, and route description.

<u>Route Number</u>	<u>Route Cost</u>	<u>Increase/Decrease Adjustment Cost</u>	<u>Per Diem Per Aide Cost</u> (if applicable)
*182	\$ _____	\$ _____	\$ _____
*183	\$ _____	\$ _____	\$ _____
*184	\$ _____	\$ _____	\$ _____
*185	\$ _____	\$ _____	\$ _____

### TOTAL

**PER DIEM BID** \$ \_\_\_\_\_ (Include route and aide costs, where applicable.)

**Bulk Bid** – If I am awarded all routes as identified by the individual routes bid above, a \_\_\_\_\_% deduction shall be applied to each route and aide cost, where applicable.

Contracts will be awarded on an individual or bulk basis whichever is least costly to the board.

---

Bidder's Name (Print or Type)

---

Company Name

---

Company Address and Telephone Number

---

Bidder's Signature

---

Date

# **Hoboken Board of Education**

## **ROUTE DESCRIPTION** **SPECIAL EDUCATION STUDENTS**

**ROUTE #: 182**

**DESTINATION(S): Chancellor Academy (Pompton Plains)**

**BUS STOPS: See Attached Route Description**

The direction of the vehicle from the last stop shall be along the safest most direct route to the destination.

**NOTE:** Within 10 days of the start of the contract, the contractor must submit to the district board of education a description of the actual streets traveled.

Vehicle shall arrive at the destination(s) no later than the scheduled drop off time and no earlier than 10 minutes prior to the scheduled drop off time. All times are subject to change at the discretion of the district.

P.M. Run begins at the **Chancellor Academy at 2:00 PM** and shall be the reverse of the A.M. run unless so indicated.

**MINIMUM VEHICLE CAPACITY: Minivan**

**EQUIPMENT: Air Conditioning, Camera available when requested, Boosters and Car Seats as needed**

**SPECIAL INSTRUCTIONS: Bus Aide Required**

**STARTING DATE: May 2, 2022**

# Hoboken BOE

## Route Report

### Route 182 AM

Destinations: Chancellor Academy.

<b>District:</b>	Hoboken BOE	<b>Contractor:</b>	TBD
<b>Route ID:</b>	182 AM	<b>Driver:</b>	
<b>Route Type:</b>	General Ed	<b>Aide 1:</b>	
<b>Duration:</b>	0:44	<b>Aide 2:</b>	
<b>Distance:</b>	24.8 Miles	<b>Aide 3:</b>	
<b>Bus:</b>	Minivan	<b>Riders:</b>	1
<b>Capacity:</b>	5		
<b>Comments:</b>			

#### Route Description

#### 1. Stop: 314 Harrison St, Hoboken (7:16 AM)

Head south on Harrison St toward Walkway - 0.3 mi  
Turn right onto Paterson Ave - 0.1 mi  
Continue onto Paterson Plank Rd - 0.8 mi  
Turn left to stay on Paterson Plank Rd - 0.5 mi  
Turn left onto 5th St - 0.3 mi  
Continue onto Secaucus Rd - 0.2 mi  
Turn right to merge onto US-1 N/<br/>U.S. 9 N toward New York - 1.0 mi  
Take the NJ-3 W exit on the left toward New Jersey Turnpike/<br/>NJ-495 E/<br/>Clifton - 0.1 mi  
Continue onto NJ-3 W - 0.3 mi  
Keep left at the fork, follow signs for NJ and merge onto NJ-3 W - 10.1 mi  
Take the ramp on the left to US-46 W - 0.2 mi  
Keep left, follow signs for US-46 W and merge onto US-46 W - 1.8 mi  
Continue straight onto US-46, Pass by Pizza Hut (on the right in 0.2&nbsp;mi) - 1.9 mi  
Merge onto NJ-23 N via the ramp to I-80 W/<br/>Del Water Gap/<br/>Butler - 2.2 mi  
Take the NWK-Pompton TPK exit toward Pequannock - 0.2 mi

#### 2. School: Chancellor Academy, 157 West Parkway, Pompton Plains (8:00 AM)



# Hoboken BOE

## Route Report

### Route 182 PM

Destinations: Chancellor Academy.

<b>District:</b>	Hoboken BOE	<b>Contractor:</b>	TBD
<b>Route ID:</b>	182 PM	<b>Driver:</b>	
<b>Route Type:</b>	General Ed	<b>Aide 1:</b>	
<b>Duration:</b>	0:41	<b>Aide 2:</b>	
<b>Distance:</b>	25.9 Miles	<b>Aide 3:</b>	
<b>Bus:</b>	Minivan	<b>Riders:</b>	1
<b>Capacity:</b>	5		
<b>Comments:</b>			

#### Route Description

#### 1. School: Chancellor Academy, 157 West Parkway, Pompton Plains (2:00 PM)

Head east toward West Pkwy - 397 ft  
Turn left onto West Pkwy - 0.5 mi  
Turn right onto Mountain Ave - 0.7 mi  
Turn left onto Newark Pompton Turnpike - 85 ft  
Turn right onto NJ-23 S - 0.9 mi  
Keep left to stay on NJ-23 S, Pass by Wells Fargo Bank (on the right) - 5.3 mi  
Merge onto US-46 E via the ramp on the left to Clifton, Pass by Wendy's (on the right in 0.7&nbsp;mi) - 1.0 mi  
Keep left to stay on US-46 E, Pass by Burger King (on the right in 1.9&nbsp;mi) - 2.8 mi  
Take the NJ-3 ramp to Garden State Pkwy/<wbr/>New Jersey Tpke/<wbr/>Lincoln Tunnl - 0.5 mi  
Continue onto NJ-3 E - 2.4 mi  
Keep left to stay on NJ-3 E - 7.9 mi  
Merge onto NJ-495 E - 0.3 mi  
Keep left to stay on NJ-495 E - 0.8 mi  
Take the exit toward Weehawken/<wbr/>Hoboken - 0.1 mi  
Merge onto S Marginal Hwy - 246 ft

#### 2. Stop: 314 Harrison St, Hoboken (2:41 PM)

# **Hoboken Board of Education**

## **ROUTE DESCRIPTION** **SPECIAL EDUCATION STUDENTS**

**ROUTE #: 183**

**DESTINATION(S): McNair Academic (Jersey City)**

**BUS STOPS: See Attached Route Description**

The direction of the vehicle from the last stop shall be along the safest most direct route to the destination.

**NOTE:** Within 10 days of the start of the contract, the contractor must submit to the district board of education a description of the actual streets traveled.

Vehicle shall arrive at the destination(s) no later than the scheduled drop off time and no earlier than 10 minutes prior to the scheduled drop off time. All times are subject to change at the discretion of the district.

P.M. Run begins at the **McNair Academic at 2:45 PM** and shall be the reverse of the A.M. run unless so indicated.

**MINIMUM VEHICLE CAPACITY: Minivan**

**EQUIPMENT: Air Conditioning, Camera available when requested, Boosters and Car Seats as needed**

**SPECIAL INSTRUCTIONS: Bus Aide Required**

**STARTING DATE: May 2, 2022**

# Hoboken BOE

## Route Report

---

### Route 183 AM

---

Destinations: McNair Academic HS.

**District:** Hoboken BOE

**Route ID:** 183 AM

**Route Type:** Special Needs

**Duration:** 0:20

**Distance:** 1.6 Miles

**Bus:** Minivan

**Capacity:** 5

**Comments:**

**Contractor:** TBD

**Driver:**

**Aide 1:**

**Aide 2:**

**Aide 3:**

**Riders:** 1

#### Route Description

#### 1. Stop: 400 Marshall Dr, Hoboken (8:10 AM)

*Head north on Marshall Dr toward 5th St - 341 ft  
Marshall Dr turns right and becomes 5th St - 0.1 mi  
Turn right onto Monroe St - 0.5 mi  
Turn right onto Newark St. - 0.2 mi  
Newark St. turns left and becomes Jersey Ave - 427 ft  
Turn right onto 18th St - 354 ft  
Continue straight to stay on 18th St - 128 ft  
Turn left onto Coles St, Destination will be on the right - 0.6 mi*

#### 2. School: McNair Academic HS, 123 Coles St, Jersey City (8:30 AM)

# Hoboken BOE

## Route Report

---

### Route 183 PM

---

Destinations:

**District:** Hoboken BOE

**Route ID:** 183 PM

**Route Type:** Special Needs

**Duration:** 0:20

**Distance:** 2.5 Miles

**Bus:** Minivan

**Capacity:** 5

**Comments:**

**Contractor:** TBD

**Driver:**

**Aide 1:**

**Aide 2:**

**Aide 3:**

**Riders:** 1

#### Route Description

#### 1. Stop: 68 Tuers Ave, Jersey City (2:45 PM)

*Head northeast on Tuers Ave toward Vroom St - 89 ft  
Turn right onto Vroom St - 0.2 mi  
Turn left onto Baldwin Ave - 1.1 mi  
Continue onto Webster Ave - 0.1 mi  
Turn right onto Ravine Ave - 305 ft  
Turn right onto New York Ave - 0.4 mi  
Continue onto Observer Hwy - 266 ft  
Turn left onto Jackson St - 0.4 mi  
Turn left onto 4th St - 269 ft  
Continue onto Marshall Dr, Destination will be on the left - 177 ft*

#### 2. Stop: 400 Marshall Dr, Hoboken (3:05 PM)

# **Hoboken Board of Education**

## **ROUTE DESCRIPTION** **SPECIAL EDUCATION STUDENTS**

**ROUTE #: 184**

**DESTINATION(S): Charles E. Trefurt School (Jersey City)**

**BUS STOPS: See Attached Route Description**

The direction of the vehicle from the last stop shall be along the safest most direct route to the destination.

**NOTE:** Within 10 days of the start of the contract, the contractor must submit to the district board of education a description of the actual streets traveled.

Vehicle shall arrive at the destination(s) no later than the scheduled drop off time and no earlier than 10 minutes prior to the scheduled drop off time. All times are subject to change at the discretion of the district.

P.M. Run begins at the **Charles E. Trefurt School at 2:55 PM** and shall be the reverse of the A.M. run unless so indicated.

**MINIMUM VEHICLE CAPACITY: Minivan**

**EQUIPMENT: Air Conditioning, Camera available when requested, Boosters and Car Seats as needed**

**SPECIAL INSTRUCTIONS: Bus Aide Required**

**STARTING DATE: May 2, 2022**

# Hoboken BOE

## Route Report

---

### Route 184 AM

---

Destinations: Charles E. Trefurt School.

**District:** Hoboken BOE

**Contractor:** TBD

**Route ID:** 184 AM

**Driver:**

**Route Type:** General Ed

**Aide 1:**

**Duration:** 0:15

**Aide 2:**

**Distance:** 1.1 Miles

**Aide 3:**

**Bus:** Minivan

**Riders:** 1

**Capacity:** 5

**Comments:**

#### Route Description

#### 1. Stop: 321 Harrison St, Hoboken (7:45 AM)

*Head west on Walkway toward Harrison St - 135 ft*

*Turn left onto Harrison St - 0.3 mi*

*Turn right onto New York Ave - 0.4 mi*

*Continue straight onto Ravine Ave - 305 ft*

*Turn right onto Webster Ave - 0.1 mi*

*Turn left at the 2nd cross street onto Franklin St - 249 ft*

*Turn right onto Sherman Ave, Destination will be on the left - 233 ft*

#### 2. School: Charles E. Trefurt School, 96 Franklin st, Jersey City (8:00 AM)

# Hoboken BOE

## Route Report

---

### Route 184 PM

---

Destinations: Charles E. Trefurt School.

**District:** Hoboken BOE

**Contractor:** TBD

**Route ID:** 184 PM

**Driver:**

**Route Type:** General Ed

**Aide 1:**

**Duration:** 0:15

**Aide 2:**

**Distance:** 1.1 Miles

**Aide 3:**

**Bus:** Minivan

**Riders:** 1

**Capacity:** 5

**Comments:**

#### Route Description

#### 1. School: Charles E. Trefurt School, 96 Franklin st, Jersey City (2:55 PM)

*Head southwest on Hancock Ave toward Franklin St - 220 ft*

*Turn left onto Franklin St - 0.1 mi*

*Turn right onto New York Ave - 0.1 mi*

*Turn left onto Ravine Ave - 43 ft*

*Turn right onto New York Ave - 0.4 mi*

*Continue onto Observer Hwy - 266 ft*

*Turn left onto Jackson St - 0.2 mi*

*Turn left at the 3rd cross street onto 2nd St, Destination will be on the left - 299 ft*

#### 2. Stop: 132 Harrison St, Hoboken (3:10 PM)

# **Hoboken Board of Education**

## **ROUTE DESCRIPTION** **SPECIAL EDUCATION STUDENTS**

**ROUTE #: 185**

**DESTINATION(S): Wallace School (Hoboken)**

**BUS STOPS: See Attached Route Description**

The direction of the vehicle from the last stop shall be along the safest most direct route to the destination.

**NOTE:** Within 10 days of the start of the contract, the contractor must submit to the district board of education a description of the actual streets traveled.

Vehicle shall arrive at the destination(s) no later than the scheduled drop off time and no earlier than 10 minutes prior to the scheduled drop off time. All times are subject to change at the discretion of the district.

P.M. Run begins at the **Wallace School at 3:00 PM** and shall be the reverse of the A.M. run unless so indicated.

**MINIMUM VEHICLE CAPACITY: Minivan**

**EQUIPMENT: Air Conditioning, Camera available when requested, Boosters and Car Seats as needed**

**SPECIAL INSTRUCTIONS: Bus Aide Required**

**STARTING DATE: May 2, 2022**



# Hoboken BOE

## Route Report

### Route 185 AM

Destinations: Wallace School.

<b>District:</b>	Hoboken BOE	<b>Contractor:</b>	TBD
<b>Route ID:</b>	185 AM	<b>Driver:</b>	
<b>Route Type:</b>	General Ed	<b>Aide 1:</b>	
<b>Duration:</b>	0:25	<b>Aide 2:</b>	
<b>Distance:</b>	6.2 Miles	<b>Aide 3:</b>	
<b>Bus:</b>	Minivan	<b>Riders:</b>	1
<b>Capacity:</b>	5		

**Comments:**

Student can not be in proximity or released to his mother.

#### Route Description

#### 1. Stop: 50 Martin Luther King Dr, Jersey City (7:50 AM)

Head northeast on Martin Luther King Dr toward Stevens Ave - 0.2 mi  
Turn right onto Woodlawn Ave - 0.5 mi  
Turn left onto Garfield Ave - 0.3 mi  
Turn right onto Bayview Ave - 0.3 mi  
Keep left, follow signs for I-78/<wbr>N.J. Turnpike, Toll road - 0.1 mi  
Keep left at the fork, follow signs for I-78 E/<wbr>Holland Tnl and merge onto I-78 E, Toll road - 1.5 mi  
Keep left to stay on I-78 E, Toll road - 1.5 mi  
Turn left onto Jersey Ave - 0.4 mi  
Jersey Ave turns slightly right and becomes Newark St. - 0.1 mi  
Turn left onto Jackson St - 374 ft  
Turn right at the 1st cross street onto Observer Hwy - 0.2 mi  
Continue onto Newark St. - 0.2 mi  
Turn left onto Clinton St, Pass by CVS Photo (on the right in 0.7&nbsp;mi), Destination will be on the right - 1.0 mi

#### 2. School: Wallace School, 1100 Willow Ave, Hoboken (8:15 AM)

# Hoboken BOE

## Route Report

### Route 185 PM

Destinations: Wallace School.

<b>District:</b>	Hoboken BOE	<b>Contractor:</b>	TBD
<b>Route ID:</b>	185 PM	<b>Driver:</b>	
<b>Route Type:</b>	General Ed	<b>Aide 1:</b>	
<b>Duration:</b>	0:25	<b>Aide 2:</b>	
<b>Distance:</b>	6.3 Miles	<b>Aide 3:</b>	
<b>Bus:</b>	Minivan	<b>Riders:</b>	1
<b>Capacity:</b>	5		

**Comments:**

Student can not be in proximity or released to his mother.

#### Route Description

#### 1. School: Wallace School, 1100 Willow Ave, Hoboken (3:00 PM)

Head north on Clinton St toward 12th St - 243 ft  
Turn right onto 12th St - 276 ft  
Turn right onto Willow Ave - 1.1 mi  
Turn right onto County Rd 681 - 0.2 mi  
Continue onto Newark St. - 0.3 mi  
Newark St. turns slightly left and becomes Jersey Ave - 0.3 mi  
Turn right onto I-78 W (signs for US-1/<br>US-9/<br>New Jersey Turnpike) - 430 ft  
Keep right at the fork to stay on I-78 W, follow signs for Interstate 78/<br>Interstate 95/<br>Turnpike, Toll road - 2.5 mi  
Take exit 14 B toward Jersey City/<br>Liberty State Pk, Toll road - 0.2 mi  
Keep left to continue toward Bayview Ave, Toll road - 344 ft  
Slight right onto Bayview Ave - 0.4 mi  
Turn left onto Garfield Ave - 0.5 mi  
Turn right onto Eastern Pkwy - 0.1 mi  
Turn left onto Ocean Ave - 0.1 mi  
Turn right onto Warner Ave - 0.3 mi

#### 2. Stop: 50 Martin Luther King Dr, Jersey City (3:25 PM)