



## YPIE REQUEST FOR PROPOSAL (RFP)

*Not-for-profit organization seeking regular bus transportation for students for 2016-17 academic year within Yonkers, NY.*

### BACKGROUND INFORMATION

Yonkers Partners in Education (YPIE) is a private not-for-profit organization located in Yonkers, NY whose mission is to increase the number of Yonkers Public School students who complete a post-secondary program that prepares them for a successful career. YPIE partners with the Yonkers Public School District, business and philanthropic communities and higher education institutions and relies on detailed data to drive our decisions and programs. We believe that post-secondary success is key to meaningful and lasting improvements in the quality of life for our students and community.

### REQUIREMENTS / PROGRAM SCOPE

YPIE is currently seeking bids from local bus rental/charter companies to transport students from 7 high schools to the YPIE College Zone afterschool tutoring center, all located within Yonkers, NY.

- Buses will be needed 5 days per week (Monday through Friday) during the 2016-2017 academic year (approximately September 12th, 2016 through June 23rd, 2017).
- The number of students requiring pickup varies per day and per school, but typically it is no more than 44 students total per day. Most likely this will require 2-3 buses per day, each making 2-3 stops.
- Pickup time will be at the end of the school day (varies by school, approximately 2:40pm).
- Pickup Locations:
  - Gorton High School, 100 Shonnard Pl, Yonkers, NY 10703
  - Lincoln High School, 375 Kneeland Ave, Yonkers, NY 10704
  - Palisade Preparatory School, 201 Palisade Ave, Yonkers, NY 10701
  - Riverside High School, 565 Warburton Ave, Yonkers, NY 10701
  - Roosevelt High School, 641 Tuckahoe Rd, Yonkers, NY 10701
  - Saunders Trades and Technical High School, 183 Palmer Rd, Yonkers, NY 10701
  - Yonkers Middle/High School, 150 Rockland Ave, Yonkers, NY 10705
- Drop-off Location:
  - YPIE College Zone, 600 North Broadway, Yonkers, NY 10701 (located on the campus of the Greystone Jewish Center)
- Buses may also be required on an as-needed basis for special trips/events (to be determined at a later date).

## QUALIFICATIONS

Eligible bus companies must be fully insured.

Preferably located locally within Westchester or Bronx counties, NY.

Minority and women-owned businesses are encouraged to submit proposals.

## BUDGET

As a privately funded not-for-profit organization, YPIE is seeking competitive bids.

## APPLICATION INSTRUCTIONS

Only proposals including the following information will be considered:

- A statement of your qualifications.
- A description of how the above requirements would be carried out.
- A firm estimate of fees to be charged to carry out the above services.
- Proof of insurance.

Interested companies should submit written proposals to Lauren Flower, Office Manager, at [lflower@ypie.org](mailto:lflower@ypie.org) using the subject line "YPIE Bus Proposal" or by fax to (914) 377-4885.

## DEADLINE

Proposals should be submitted **no later than August 12, 2016**.

## EVALUATION & AWARD PROCESS

The contract will be awarded to the vendor who submits the lowest bid and also meets the above qualifications.

## CONTACT INFORMATION

Contact Person: Lauren Flower, Office Manager

Organization: Yonkers Partners in Education (YPIE)

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