



**TOWN OF WAREHAM  
WAREHAM PUBLIC SCHOOLS**

**INVITATION FOR BIDS FOR  
REGULAR EDUCATION IN DISTRICT  
SCHOOL TRANSPORTATION SERVICES  
FOR SCHOOL YEARS 2019 TO 2021**

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## 1. Key Information

Bid Name:	SCHOOL TRANSPORTATION SERVICES FOR SCHOOL YEARS 2019 TO 2021
Bid Available from Date:	March 15 <sup>th</sup> , 2018, 10AM
PreBid Conference (Optional)	March 22 <sup>nd</sup> , 2018, 2pm, Multi Service Center, 2nd Floor, 48 Marion Road, Wareham.
Last Date for Questions	April 2 <sup>nd</sup> , 2018, 3pm
Bids Due Date:	April 11 <sup>th</sup> , 2018, 1pm
Lead Official:	Michael MacMillan, School Business Manager
Address:	Wareham Public Schools, Multi Service Center, 3rd Floor, 48 Marion Road, Wareham
Email:	<a href="mailto:mmacmillan@wareham.k12.ma.us">mmacmillan@wareham.k12.ma.us</a>
Tel.No.:	508-291-3500 ext 3510
Awarding Authority	Town of Wareham

## 2. Bid Submission Requirements

### 2.1. Bid Delivery

2.1.1 All bids must be delivered to Wareham Public Schools, 48 Marion Road, Wareham, MA 02571.

2.1.2 Bids must be delivered by the date and time provided in 'Section 1: Key Information'.

2.1.3 Three hard copies of the bid and one copy of the bid on a USB drive should be submitted. Bids must be sealed and marked as follows: 'School Transportation Services Bid'.

2.1.4 Bidders may choose not to bid on any part of the bid, however, they should submit all bid forms and indicate 'no bid' as appropriate.

2.1.5 All bids must include:

- Bid Signature Form (attached);
- Non-collusion form (attached);
- Tax compliance certificate (attached);
- Bid pricing sheet (attached);
- Base Price of Fuel Form (attached); and
- List of previous contracts with contact details.

## 2.2. Bid Signature

2.2.1 A bid must be signed as follows: 1) if the bidder is an individual, by her/him personally; 2) if the bidder is a partnership, by the name of the partnership, followed by the signature of each general partner; and 3) if the bidder is a corporation, by the authorized officer, whose signature must be attested to by the clerk/secretary of the corporation, and with the corporate seal affixed.

## 2.3. Time For Bid Acceptance

2.3.1 The contract will be awarded within 30 days after the bid opening. The time for award may be extended for up to 45 additional days by mutual agreement between Wareham Public Schools and the apparent lowest responsive and responsible bidder.

2.3.2 Once the preferred bidder is identified a notification of intent to award contract will be sent to the preferred bidder. A draft contract will also be sent for their approval before execution.

## 2.4. Changes And Addenda

2.4.1 If any changes are made to this IFB, an addendum will be issued. Addenda will be e-mailed to all bidders on record as having received the IFB. Addenda will also be made available on the Town of Wareham website.

## 2.5. Questions About The IFB

2.5.1 Questions concerning this invitation for bids must be submitted in writing, by email to: Michael MacMillan, [mmacmillan@wareham.k12.ma.us](mailto:mmacmillan@wareham.k12.ma.us) by the date and time provided in 'Section 1: Key Information'. Questions must be emailed. Written responses will be e-mailed to all bidders on record as having picked up the IFB and will also be posted to the Town of Wareham website.

## 2.6. Modification Or Withdrawal Of Bids, Mistakes, And Minor Informalities

2.6.1 A bidder may correct, modify, or withdraw a bid by written notice received by the Town of Wareham prior to the time and date set for the bid opening. Bid modifications must be submitted in a sealed envelope clearly labeled "Modification No. " to the address listed in 'Section 1: Key Information;. Each modification must be numbered in sequence, and must reference the original IFB.

2.6.2 After the bid opening, a bidder may not change any provision of the bid in a manner prejudicial to the interests of the Town of Wareham or fair competition. Minor informalities will be waived or the bidder will be allowed to correct them. If a mistake and the intended bid are clearly evident on the face of the bid document, the mistake will be corrected to reflect the intended correct bid, and the bidder will be notified in writing; the bidder may not withdraw the bid. A bidder may withdraw a bid if a mistake is clearly evident on the face of the bid document, but the intended correct bid is not similarly evident.

## 2.7. Pre-Bid Conference

2.7.1 A pre-bid conference will be held at the time and place provided in 'Section 1: Key Information'. Attendance at the pre-bid conference is not mandatory.

## 2.8. Right To Cancel/Reject Bids

2.8.1 The Town of Wareham may cancel this IFB, or reject in whole or in part any and all bids, if the Town of Wareham determines that cancellation or rejection serves the best interests of the Town of Wareham.

## 2.9. Bid Prices To Remain Firm

2.9.1 All bid prices submitted in response to this IFB must remain firm for 60 days following the bid opening.

## 2.10. Unforeseen Office Closure

2.10.1 If, at the time of the scheduled bid opening, 48 Marion Road, Wareham, MA 02571 is closed due for any unexpected reason, the bid opening will be postponed until 3:00 p.m. on the next normal business day. Bids will be accepted until that date and time.

# 3. General

## 3.1. Contract Term Length and Renewal Options

3.1.1 The contract will be for a three year period initially, beginning with the FY18/19 school year. For the purposes of this contract, the 'school year' includes the summer following the end of the school year. Therefore, the services requested in this contract will begin with the start of the FY18/19 school year - i.e. September 2018. The draft 2018/19 School Calendar is provided in the Annex.

3.1.2 The successful bidder will be required to enter into a written contract for a period of three (3) years with the option of two (2) additional one (1) year contract extensions exercised at the sole discretion of Wareham Public Schools, subject to annual appropriation.

3.1.3 The transportation services specified herein, must be available to be provided from the first day of school in the FY18/19 school year until the day preceding the first day of school for the FY21/22 school year.

3.1.4 If the contract is extended these services will be provided until the day preceding the first day of school of the school year subsequent to the final year of the contract.

3.1.5 Contract and performance obligations will be subject to annual appropriation and availability of funds. Any amendment or agreement beyond the contract's original terms shall be in writing, signed by

the parties and shall be in accordance with the provisions of MGL c 30B.

### 3.2. Contract Price

3.2.1 The bid price shall be acknowledged as the transportation costs for the year of the contract indicated in the attached bid forms.

### 3.3. Price Submission

3.3.1 The contract prices shall include all costs related to the contract and the District will not be subject to any other charges except where expressly specified herein or in writing by the Superintendent, or designee. Therefore, the contract price shall include the cost of fuel, garaging, oil, grease, repairs, wages and benefits of drivers, taxes, fees, licenses, permits, certificates, insurance costs, and such other charges as are needed in connection with the contract work and to keep the vehicles properly equipped and in good operating condition.

### 3.4. Base Price of Fuel

3.4.1 The bidder must provide the base price of fuel (see attached form).

3.4.2 If the price of fuel increases or decreases by more than \$0.10 per gallon from the 'Bid Base Price of Fuel' 80 percent (80%) of the cost increase or decrease shall be applied to the monthly invoice. The increase or decrease shall apply to regularly scheduled transportation.

3.4.3 The fuel cost increase or decrease must remain in effect from the first operating day of the month based on the actual price paid per gallon. In order, to receive reimbursement for increased fuel costs as provided herein, the Contractor must provide receipts of said fuel on a monthly basis through the contract term as verification of such increase.

3.4.4 By October 1<sup>st</sup> of each contract year the Contractor shall report in writing to the Superintendent the total number of miles traveled per day for all bus routes. This total shall be the daily total used in the calculation of the fuel adjustment for that school year.

3.4.5 Miles per gallon shall be based on the bus manufacturer's specifications.

3.4.6 Under no circumstances shall the district absorb fuel costs not associated with this contract.

### 3.5. Rule for Award

3.5.1 A contract will be awarded to the responsive and responsible bidder offering the lowest price for each category in district regularly scheduled routes.

3.5.2 Responsive bidders will be those that comply with the following:

- a. Submit all bid Forms and required documentation.

- b. Submit all materials by due date and time.

3.5.3 Responsible bidders will be those that meet the following criteria:

- a. Bidder must have been in the school transportation business, operating passenger buses for at least five (5) years.
- b. Bidder must have at least one (1) current or former public school contract with at least ten (10) buses per contract.
- c. Bidder must provide evidence of holding at least one (1) transportation contract in Massachusetts for a minimum of five (5) years.
- d. Bidder must have demonstrated ability to acquire a bond or irrevocable letter of credit from a bank licensed to do business in Massachusetts.
- e. Contractor must be able to provide a demonstration of sufficient capacity and capital to handle a contract of this size.
- f. Contract must be current in the payment of all Federal, State and Local taxes, to include vehicle and fuel taxes, excepting any for which litigation or dispute filings have been made as of the date of these specifications.
- g. Contract will have favorable references.

3.5.4 This bid may result in the award of separate contracts for regularly scheduled in district.

3.5.5 The successful bidder shall be subject to all the terms and conditions specified below and 'contract' as referenced below in these specifications shall mean one or more contracts based on the actual contracts awarded.

3.5.6 No bid submittal shall be accepted from any bidder who had defaulted on or had a Massachusetts contract terminated for cause in the past five (5) years.

## 4. Bonding Requirements

### 4.1. PERFORMANCE BOND

4.1.1 A performance bond guaranteeing the fulfillment of all terms and conditions of this contract and renewable annually in advance for the duration of the contract period in the amount of one hundred percent (100%) of the contract price for each year, and which is acceptable to and in favor of the Wareham Public Schools, shall be furnished and paid for by the successful bidder. Said performance bond shall be delivered to the Office of the Superintendent of the Wareham Public Schools within twenty (20) calendar

days following written notification of the bid award and prior to the first day of June for each succeeding year of the contract. Performance bonds must be renewed in an amount of one hundred percent (100%) of the contract price for the coming year. Should the successful bidder fail to deliver said performance bond, the Wareham Public Schools shall withhold any and all payments due said successful bidder, until such time as said performance bond has been received, or until such time as the amount withheld equals twenty five percent (25%) of the coming year's contract at which time the withheld funds will be transferred to an escrow account and held for performance security.

4.1.2 Bidders must verify their bonding capabilities prior to submitting any bid proposals. Prior to the award, bidders may be asked to submit such verification as proof of competency to execute the contract.

#### 4.2. PAYMENT BOND

4.2.1 The successful bidder, if required by the School District, shall furnish a payment bond issued by a company licensed to do business in the Commonwealth of Massachusetts for up to 100 percent of the annual contract amount, in a form that is satisfactory to the School district for the duration of the contract, within 10 working days of award of contract. The district reserves the right to require, eliminate or reduce any bond requirement from 100 percent if it deems it to be in the best public interest.

4.2.2 Failure to submit a bond within ten (10) working days of the district request shall be deemed a breach of contract on the part of said vendor.

### 5. Indemnification and Insurance

5.1.1 The successful bidder will indemnify and agree to hold harmless Wareham Public Schools against any liability including all claims for bodily injury or property damage that may arise out of the successful bidder's performance of its obligations under this contract by itself or a subcontractor, officer, agent or employee.

5.1.2 The successful bidder must furnish certificates of insurance with a ninety (90) day cancellation clause to the School District within thirty (30) business days after the notice of acceptance of its bid is given by the School District.

5.1.3 The successful bidder shall maintain the following insurance coverage:

- a. General Comprehensive Liability in the amount of \$500,000 for each occurrence and \$1,000,000 in the aggregate;
- b. Automobile Liability in the amount of \$200,000 for personal injury and property damage for each vehicle used;



- c. Professional Errors and Omissions Liability in the amount of \$500,000 for each occurrence and \$1,000,000 in the aggregate; and
- d. Workers' Compensation and Employer's Liability in the amount as may be required by Massachusetts General Law Chapter 152.

5.1.4 For subsequent years, the vendor must provide the district with copies of all required certificates of insurance by September 1st .

5.1.5 Any school property damaged by the Contractor in carrying out the provisions of this contract shall be restored to its original condition by the Contractor, at its expense. In the event of the failure of the Contractor to make such repairs promptly and to the satisfaction of the school district, the school district may, at its discretion, direct that such repairs be made, that the cost of such repairs be charged against the Contractor, and that any sum of money due to the Contractor may be applied to meet the cost of such repairs.

5.1.6 Should the Contractor engage in conduct found to be in violation of the conflict of the interest laws (MGL ch 268A) with regard to this contract, the contract shall be subject to termination on that basis.

## 6. Evidence of Ability to Perform

6.1.1 It is the intent of the Wareham Public Schools not to award a contract to any bidder who does not furnish satisfactory evidence that it:

- Has ability and experience in school bus transportation
- Has sufficient capital to perform this contract
- Has necessary resources to provide the services detailed herein.

6.1.2 The School District will contact references provided (as detailed below) to review performance of previous contracts. Any information provided as part of this contract will be considered in determining whether the bidder is responsive and responsible.

## 7. Scope of Services

### 7.1. General Description

7.1.1 The bidder agrees to furnish all transportation contemplated by the provisions hereof. All specifications, clauses, addenda and supporting documents will be deemed a part of and incorporated in the contract for school bus transportation services.

7.1.2 The contract shall include all labor, materials, tools and equipment, and services required for proper performance of the work as specified hereinafter and as may be required for the proper completion of the work in accordance with the highest standards of the trade or trades involved.

7.1.3 The successful bidder shall furnish transportation for students of the Wareham Public Schools, including those attending public, charter, private or parochial schools, as may be designated by Wareham Public Schools.

## 7.2. Route Preparation

7.2.1 Routes and schedules, as compiled by the successful bidder and working in conjunction with the Superintendent, or designee, shall be submitted to the School District at least four weeks before the scheduled first day of school.

7.2.2 The successful bidder is not required to use computerized routing software, however, the system must be able to meet all the requirements of the bid.

7.2.3 The School District reserves the right to rearrange, reassign, or adjust routes and schedules when it is in the interests of the Wareham Public Schools to do so, at no additional cost to the District.

## 7.3. Transportation to be Provided

7.3.1 The following information is based on the 2017/18 school year. Rider numbers are based on October rider head counts and not all potential riders.

7.3.2 The District provides two tiers of transportation. High School and Middle School students are transported to and from school together and the Elementary school students are transported in a second tier. 19 buses are required for the High School / Middle School runs and 16 for the Elementary school runs.

7.3.3 Wareham Public Schools provided transportation to on average 1,286 students to and from regular school sessions at the four Wareham Public Schools. Of these, 646 were elementary and 640 were High School / Middle School, the highest number of students transported was 688 and 684 respectively.

7.3.4 The district is currently investigating the possibility a number of changes which will impact on the number of buses required, particularly, 1.) closing the Minot Forest elementary school and moving students to the John W Decas school (grade 3) and Wareham Middle School (grade 4) and 2.) introducing a charge for transportation. These may both reduce the number of buses required.

7.3.5 The actual number of buses used is subject to changes in the Wareham Public Schools walk / ride policies, the total enrollment and the availability of funds. Wareham Public Schools reserves the right to add or delete from these numbers of vehicles as Wareham Public Schools deems in in the best interests

of Wareham Public Schools. It is also expected of the vendor to transport the students with the minimum number of buses provided, while ensuring safety and a reasonable level of comfort.

7.3.6 The successful bidder will provide transportation equipment, maintenance of equipment, fuel, oil, tires, emergency servicing of equipment, duly licensed operators, supervision and monitoring of employees, inspection, registration, licensing, insurance and in general conformance to all applicable laws, rules and regulations of the Commonwealth of Massachusetts, the Department of Elementary and Secondary Education, the Registry of Motor Vehicles, the Town of Wareham and its School Committee and all other regulating agencies with jurisdiction over the transportation of school children.

7.3.7 The successful bidder agrees to make available at no additional charge to the Wareham Public Schools, buses for each school to use in bus evacuations drills as required by the M.G.L. Chapter 90, Section 7B.

#### 7.4. Scheduling / School Times

7.4.1 The school day shall be defined for transportation purposes as beginning from the time of the first pick up and ending one and one half (1.5) hours after the close of the last school.

7.4.2 No doubling up of routes shall be allowed either because of bus or driver shortage without express written approval of the Superintendent, or designee. Buses assigned by contract to Wareham Public Schools will not be used for the transportation of any students or passengers other than those associated with the Wareham Public Schools without the written consent of Wareham Public Schools.

7.4.3 School days and hours will be established by the Wareham School Committee.

7.4.4 At the start of the day, buses shall be required to pick up students at their respective bus stops, transport the students to their designated schools or other sites, buses will be scheduled so as to assure arrival of pupils not earlier than fifteen (15) minutes before school sessions begin and not after school session begins. At the end of the day, buses will be scheduled to pick up the students at the school or other sites to which they were transported and return the students to their respective stops.

7.4.5 A scheduled trip may be cancelled by the Wareham Public Schools' Superintendent, or designee, by notifying the successful bidder orally or in writing at least 30mins before the planned time of departure on which the particular trip was to originate at the agreed place of garaging (unless an emergency exists).

7.4.6 The Wareham Public Schools Superintendent, or designee shall have the authority to make such changes as he/she deems necessary in adjusting the number of buses, assignments of pupils, groups or routes, time and dates, or any matter affecting the specific, individual needs of children.

7.4.7 At this time, the district is seeking bids for any other services. The district intends to maintain a reduced transportation department and bus fleet and will use this and third party vendors for remaining

special education and out of district runs.

## 7.5. Students

7.5.1 Changes in the number of children on any route, increasing or decreasing the number of buses or new accommodations necessary for safe and convenient service may be adjusted by the Wareham Public Schools at the beginning of each year, or at the time such adjustment is deemed by the Wareham Public Schools to be in the best interest of proper service.

7.5.2 Drivers will report all cases of student misbehavior on school buses and will handle all disciplinary matters in strict accordance with the policy established by the Wareham School Committee.

7.5.3 In no case will a driver eject a student from a bus for misbehavior or forbid a student from riding to or from school for misbehavior.

7.5.4 The successful bidder shall provide written reports of bus counts showing the number of pupils on each bus and on each bus trip, as well as the bus trip mileage. These reports will be required on five (5) consecutive days in September and at any other times as requested by the Superintendent or designee.

## 7.6. Equipment

7.6.1 The intention is for the successful bidder to use those vehicles in the Town's current fleet which meet the specifications listed above and which are currently used for in-district regular transportation. There are eleven vehicles which meet those requirements and these are listed in the Annex. These vehicles will remain the sole property of the Town of Wareham. The Contractor will be responsible for the regular maintenance of all buses and will be responsible for any damage caused to these vehicles.

7.6.2 The Contractor will be responsible to provide such additional buses as are required to provide the all in-district regular education routes as detailed here.

7.6.3 In addition, as each Town owned vehicle that the Contractor uses, is required to be replaced that will be the responsibility of the Contractor who will remain sole owner of the newly purchased vehicle. The cost of replacing buses must be reflected in the overall contract price and may not result in any additional charges to the District.

7.6.4 If, at the sole discretion of Wareham Public Schools, an additional one (1) year contract extension is granted for the 2021/22 school year, no vehicle used shall be manufactured prior to 2011.

7.6.5 If, at the sole discretion of Wareham Public Schools, an additional one (1) year contract extension is granted for the 2022/23 school year, no vehicle used shall be manufactured prior to 2012.

7.6.6 No vehicle used in fulfilling the requirements of this contract shall have an odometer reading of more than 150,000 miles at any time during the performance of the contract.

7.6.7 The successful bidder shall maintain all of the buses subject to this specification and the equipment required therein in good and working order during the entire time of the contract and any subsequent renewal thereof. Any and all vehicles shall be made available for inspection by the Wareham Public Schools or its designee on request.

7.6.8 All buses available for use at the time of the bid or which are to be available for use at the start of the contract period or which are to be added after the submission of the bid, or any time during the length of the contract must conform to all Federal Standards and fully meet or exceed all requirements of the Commonwealth of Massachusetts.

7.6.9 The successful bidder must submit documentation identifying and detailing composition of the bus fleet, including the make, model, year, seating capacity, mileage, vehicle ID number and intended usage for the upcoming school year by August 1<sup>st</sup> of each year.

7.6.10 At all times the successful bidder shall keep buses in a condition of cleanliness, interior and exterior, safe satisfactory to the sole discretion of the Wareham Public Schools Superintendent, or designee.

7.6.11 Carbon copies of reports of conditions of buses as determined at the time of inspection by the Registry of Motor Vehicles shall be presented to the Superintendent, or designee, no later than five days after the date of inspection.

7.6.12 There shall be no substitution of buses without permission of the superintendent, or designee, for the duration of the contract, except in the case of emergency breakdown and then only for a period of time not exceeding five school days. All substitute buses shall be subject to all contract requirements.

7.6.13 The successful bidder shall provide sufficient buses for emergency use.

7.6.14 Each bus shall display prominently an identifier (alphanumeric) printed in black immediately to the left of the entrance door.

7.6.15 Each vehicle shall display prominently on both sides, the inscription 'WAREHAM PUBLIC SCHOOLS' in lettering of a size and style to be approved by the Superintendent, or designee.

7.6.16 The successful bidder will be required to report the mileage of each vehicle used on a monthly basis. This reporting will be included with the monthly billing.

7.6.17 If the Wareham Public Schools requires the successful bidder to install seat belts and/or other additional safety equipment or devices not listed herein, except as required by Statute or Federal or State Regulation, the added cost of such installation shall be a matter to be negotiated.

7.6.18 The district is not requiring GPS system to be installed on all vehicles.

7.6.19 During the life of this contract, pursuant to Section 197 of Chapter 184 of the Acts of 2002, the

School Committee, reserves the right to vote to authorize and carry out the sale of advertising on school buses provided by the successful bidder under this agreement. The successful bidder agrees that, upon such a vote, it shall cooperate with the School Committee in carrying out this advertisement program pursuant to said statute and regulation as my promulgated pertaining to such.

7.6.20 No school bus shall be fueled while there are any pupils or passengers on the bus.

7.6.21 Addition or reduction in the number of vehicles shall be per the following:

- Addition of Vehicles: In the event the School district, at its sole discretion, determines that a change in population, in route or any other situation, requires the addition of another school bus or van, the same shall be provided by the Successful bidder. The school district shall pay for the same at not more than the per diem price specified in the Bid Sheet multiplied by the number of days that the additional bus or van is to be used. The vehicle and driver shall be subject to all of the terms hereof. If the Contract fails to provide the necessary equipment and driver, the School District reserves the right to hire services and subtract the cost from its payment to the Contractor.
- Reduction in number of Vehicles: In the event the School district, at its sole discretion, determines that a change in population, in route or any other situation, requires the reduction in the number of vehicles used in the pursuance of this contract, it may so notify the successful bidder in writing. If such a notice occurs prior to the opening of school in a given year, such reduction will operate to reduce the amount paid for the vehicle to zero for that year. If the reduction occurs during the school year, the Contractor will be paid on a per diem basis for all days on which the vehicle was used plus ten (10) additional days from the day of notice.

7.6.22 The following specification apply to all vehicles supplied by the Contractor:

7.6.23 All buses shall be constructed, equipped and maintained in conformance with all applicable laws, regulations, and rules of the Federal Government and Registry of Motor Vehicles. The attention of all concerned is particularly directed to the following sections of Chapter 9- of the General Laws of the Commonwealth of Massachusetts:

- Section 1 - Definitions
- Section 1A - School Bus Registration
- Section 7A - Inspection of School Buses
- Section 7B - Requirements as to Equipment and Operation of School Buses
- Section 7C - Registrar may establish Minimum Standards for Construction, etc of School Buses.

- Section 14 - Precautions for Safety
- Section 17 - Speed Limit in Operation of School Buses.

7.6.24 Buses furnished must comply with the General Law of the Commonwealth of Massachusetts and the rules and regulations for the Massachusetts Registry of Motor Vehicles relating to the transportation of school children.

7.6.25 All buses will be equipped with stop arms and front crossing gates for use while picking up or discharging students.

7.6.26 All vehicles must be equipped with operating two-way radios and successful bidder must maintain a manned base station at all times that students are transported.

7.6.27 The rear emergency door of each vehicle shall be equipped with an audible device that requires that the driver walk the interior length of the vehicle prior to exiting the vehicle to disengage the audible device. These devices should be similar to those manufactured by "C.R.S." and "Child Check Mate Systems."

## 7.7. Video System

7.7.1 The current Wareham fleet have a video system installed. For all additional vehicles to be used under the terms of this contract, the Contractor shall supply and install a video system. Each bus used in performance of this contract shall have two (2) cameras installed at the expense of the successful bidder. The first camera shall be located in the front ceiling of the bus, centered above the driver, scanning the front and middle rows and sections of the bus. The second camera shall be located in the middle ceiling of the bus, and shall scan the middle and back rows and sections of the bus. The digital video system selected is subject to final approval of the Wareham Public Schools before installation to ensure conformity with all specifications.

7.7.2 Cameras shall be used only in accordance with the policies and procedures of Wareham Public Schools. All video image and audio recording are the sole property of the Wareham Public Schools. No video may be viewed prior to being turned over an authorized representative of Wareham Public Schools.

7.7.3 Recordings will be maintained by the contractor for a minimum of 21 days and will be available to school personnel during that time.

7.7.4 The video system shall be supplied, installed and fully operable by the first day of the 2018/19 school year.

## 7.8. Operators

7.8.1 There shall be guaranteed preference in hiring for all drivers working under the terms of the existing Wareham Public School Transportation employee contract. Any new or additional drivers needed for the performance of this contract shall be added after current drivers are accommodated. Current drivers must conform to all policies, rules and regulations of the successful bidder.

7.8.2 Current drivers contribute to the Plymouth Country Retirement plan and up to six are eligible to retire. At the moment, four drivers are receiving health insurance from the district, however, none of these drivers are currently operating in district regular education runs.

7.8.3 The successful bidder shall furnish fully and properly licensed drivers to operate any buses used in carrying out the transportation services provided for under the terms of this contract.

7.8.4 All persons assigned as regular or substitute drivers must be acceptable to the Superintendent of Schools prior to the start of each school year. The Superintendent of Schools reserves the right to accept or reject any or all drivers at any time during the contract period if it is deemed in the best interests of the Wareham Public Schools.

7.8.5 A list of licensed operators and substitute operators and the buses and routes to which they are assigned shall be furnished to Wareham Public Schools at least two (2) weeks prior to the start of the contract operations. The list shall contain the name, address, telephone number, the intended bus route and a photocopy of all applicable licenses for each individual on the list. All changes are to be reported in writing, to the Superintendent, or designee, as they occur.

7.8.6 The drivers shall be of the highest moral character and not less than twenty-one (21) years of age and shall annually submit to and pass a physical fitness examination as required by the Registry of Motor Vehicles, the Department of Telecommunications and Energy and other state agencies prior to the opening of the school year. A similar additional examination may be given by a doctor of the Wareham Public Schools own choice and at its own expense whenever it so indicates in writing to the Successful bidder.

7.8.7 All drivers must allow the Wareham Public Schools to conduct a C.O.R.I. check on their record annually. The Successful bidder must submit a C.O.R.I. REQUEST FORM (see ANNEX) for every licensed operator and substitute operator along with a copy of their license five working days prior to the first day of transporting students in a school.

7.8.8 The successful bidder must provide documentation that each driver has been fingerprinted for a Criminal Record Check. A new employee can send their results to the Wareham Public Schools; however, a letter of suitability must be provided to the Superintendent's Office before an employee can drive for



the Wareham Public Schools.

7.8.9 No person shall be allowed to ride any vehicle unless so authorized, in advance by the Superintendent, or designee.

7.8.10 Drivers are expressly forbidden to smoke or drink any beverage at all times while on school buses.

7.8.11 Drivers must remain on their respective buses at all times while on school property, except in cases of emergency.

7.8.12 Drivers shall not leave a school bus unattended when passengers are on the bus.

7.8.13 Drivers may be required to participate in Bus Safety and Operator I.D. Programs or other training sponsored by the Wareham Public Schools.

7.8.14 The successful bidder agrees to comply with the rules, regulations and requirements of Chapter 90, Section 8A, General Laws of Massachusetts, and amendments thereto, in respect to the licensing of school bus operators, which statutes indicate in part the "Applications for a license to be a school bus operator may be made by any person who shall have attained the age of twenty-one (21) years and who shall have been a duly licensed motor vehicle operator for a period of three (3) continuous years prior to his/her application; but before such a person shall be so licensed the Registrar shall be satisfied that he/she is of good moral character and has successfully completed a driving performance test, a visual test, and a physical examination by a licensed physician within a three month period of the date of his/her application in conformity with such minimum physical qualifications as shall be determined by the Registrar."

7.8.15 There shall be no substitution of operators except from among those whose names appear on the substitute list, except in an emergency, and then only for a period of time not to exceed five (5) working days. The emergency substitute, although not on the approved list, must meet all of the requirements delineated in the above paragraphs.

7.8.16 The successful bidder shall be liable for part 382 of the Omnibus Employee Testing Act of 1991 (controlled substances and alcohol use and testing) upon award of the contract.

7.8.17 No operator who has tested positive for alcohol or drug use and/or has had their driver's license suspended or revoked for alcohol or drug related offenses within the previous five (5) years shall be permitted to operate any vehicle under the terms of this contract.

7.8.18 Operators must be trained and remain certified in first aid/C.P.R. procedures prior to operating any vehicle under this contract. Further, at the sole discretion of the Wareham Public Schools, operators may be required to be trained and remain certified in the administration of an epi-pen prior to operating any vehicle under this contract.

7.8.19 The successful bidder shall operate with an available reserve of not less than two (2) qualified substitute bus drivers at all times. The substitute drivers shall be familiar with the current routes, school locations, start/stop times, and street locations within the Town of Wareham.

#### 7.9. Prevailing Wage

7.9.1 The successful bidder will comply with the Massachusetts Prevailing Wage Law, G.L. c. 149, §§26-27; c.5, §1; c. 71, §7A and c.121B, §29B (“The Prevailing Wage Law”). The Prevailing Wage Schedule for this project is included in the Annex.

#### 7.10. Bus Monitors

7.10.1 Wareham Public Schools may at any point in the contract decide to place a monitor on a bus to assist in provision of services to students. The successful bidder must allow this monitor to ride the bus to provide support to students, until which time the District decides that the monitor is no longer required.

7.10.2 The district will be responsible for all employment related obligations with regard to the monitors it employs.

7.10.3 There will be no increase cost to the District associated with the inclusion of monitor to a bus route.

#### 7.11. Accidents

7.11.1 The successful bidder shall report immediately after its occurrence, to the Superintendent, or designee, each and every accident or other incident or circumstances, which cause unavoidable delay, or in any way interferes with the performance of the agreement.

7.11.2 A complete and accurate written report must be submitted to the Superintendent, or designee within twenty-four (24) hours following any accident or incident.

#### 7.12. Performance

7.12.1 If for any reason vehicles cannot be operated on any school day, the successful bidder agrees to provide suitable insured transportation in place thereof, without additional charge to the Wareham Public Schools. The successful bidder further agrees to provide a replacement vehicle/parts within twenty (20) minutes of receiving notice of a disabled vehicle. In the event that the replacement vehicle is not provided within said timeframe, the successful bidder shall be liable to the Wareham Public Schools for the liquidated damages in the amount of \$5.00 per minute for each minute over the specified twenty (20) minute vehicle response allowance. The twenty (20) minute vehicle response allowance shall begin at the time the Wareham Public Schools Superintendent, or designee contact the success bidder. The successful bidder shall have been deemed to have provided the replacement vehicle upon arrival on scene at the

disable vehicle's location. The successful bidder shall receive written notice of instance of late vehicle response. The successful bidder agrees by submitting a bid that such a liquidated damage amount is reasonable estimate of actual damages. The successful bidder shall promptly pay such liquidated amount or such amount shall be deducted from any remuneration due the successful bidder.

7.12.2 All replacement vehicles shall conform to the specifications contained herein.

### 7.13. On-Site Management

7.13.1 The successful bidder shall provide a full time, on-site manager to maintain the operation and guarantee the availability of drivers and buses during the entire school day for the duration of the contract. Said manager shall be furnished with, at the successful bidder's expense, a local telephone to receive the complaints or answer the questions of citizens for the full term of the contract. A local telephone is any telephone that does not require a toll charge or more than one message unit charge for calls originating in Wareham.

7.13.2 The full time manager shall have available a portable telephone for communication in emergency situations.

### 7.14. Summer School Buses

7.14.1 By June 1<sup>st</sup>, the district will notify the successful bidder of the district for in district summer school buses. The District will be charged the same daily bus rate as for in district regularly scheduled buses in the prior school year.

7.14.2 The successful bidder will not be responsible for summer transportation until July 2019.

### 7.15. Pre-Opening School Procedures

7.15.1 The successful bidder shall be responsible to have all drivers on all routes drive a school bus over their routes not less than once prior to school opening. During these pre-opening runs, the driver shall follow the routes exactly as listed on the routing documents supplied by the Wareham Public School Department to the successful bidder. The drivers shall stop the bus at all listed pickup and discharge points on the route and be thoroughly familiar with the location of streets, stops, schools, etc.

7.15.2 The successful bidder shall report to the Superintendent or designee any exceptions, suggestions, or corrections which result from the pre-opening runs. However, no modifications to routes shall be made by the successful bidder until specific agreement to do so has been received from the Superintendent, or designee.

## 8. Basis Of Compensation

8.1.1 Payment shall be made in conjunction with invoices approved by the School District.

8.1.2 All invoices are to be submitted to the District on a monthly basis, in ample time to be properly processed by the School Committee for payment.

8.1.3 Payment for services under this contract will be paid monthly.

8.1.4 No assignment or subletting of the contract or work, nor assignment of money due or to become due, shall be made without the written consent of the School Committee.

## 9. References

9.1.1 Bidder must submit a complete list of all jobs performed in the past three (3) years for public school districts and other organizations that are similar in size and scope to this project, with contact names and telephone numbers.

9.1.2 Accident records for the previous three (3) years shall be prepared by the insurance carrier for the bidder and submitted with the bid. A loss run report for the same period is acceptable.

9.1.3 The School District reserves the right to investigate the performance of any and all bidders.

## 10. Current Service Information

This information in the tables below is indicative only and may be subject to change.

Type	Runs / Routes	Notes
Regular Day Transportation <sup>1</sup>		
- Elementary (Tier 1)	16	One bus can do both tiers.
- High School / Middle School (Tier 2)	19	

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<sup>1</sup>For detailed route information on regular day transportation please see the Wareham Transportation website: <http://warehamps.org/transportation/>

# REQUIRED FORMS

## 1. BID SIGNATURE

The undersigned confirms that they have read the 'Invitation for Bid' documents, including all addenda, related to the Wareham Public Schools bid for *TRANSPORTATION SERVICES FOR SCHOOL YEARS 2018 TO 2020 bid* and that the bid proposal here included complies with requirements detailed in the IFB documents:

### **AUTHORIZED INDIVIDUAL**

SIGNATURE			
NAME		TITLE	
TELEPHONE		FAX	
EMAIL			
DATE			

## 2. IN DISTRICT REGULARLY SCHEDULED ROUTES BID PRICING SHEETS

The cost per bus per day will also be charged to the district to provide in district transportation during the summer.

### YEAR 1

	A	B	C	D
<b>Service Description</b>	<b>Estimated Number of buses</b>	<b>Estimated Number of Days</b>	<b>Cost Per Bus Per Day</b>	<b>Annual Cost (AxBxCxD)</b>
Regular (65 - 77 passenger) buses	19	180		

### YEAR 2

	A	B	C	D
<b>Service Description</b>	<b>Estimated Number of buses</b>	<b>Estimated Number of Days</b>	<b>Cost Per Bus Per Day</b>	<b>Annual Cost (AxBxCxD)</b>
Regular (65 - 77 passenger) buses	19	180		

### YEAR 3

	A	B	C	D
<b>Service Description</b>	<b>Estimated Number of buses</b>	<b>Estimated Number of Days</b>	<b>Cost Per Bus Per Day</b>	<b>Annual Cost (AxBxCxD)</b>
Regular (65 - 77 passenger) buses	19	180		

### YEAR 4

	A	B	C	D
<b>Service Description</b>	<b>Estimated Number of buses</b>	<b>Estimated Number of Days</b>	<b>Cost Per Bus Per Day</b>	<b>Annual Cost (AxBxCxD)</b>
Regular (65 - 77 passenger) buses	19	180		



YEAR 5

	A	B	C	D
Service Description	Estimated Number of buses	Estimated Number of Days	Cost Per Bus Per Day	Annual Cost (AxBxCxD)
Regular (65 - 77 passenger) buses	19	180		

### 3. BASE PRICE OF FUEL FORM

This bid is based on the following prices below.

Gasoline Price Per Gallon:	
Diesel Price Per Gallon:	

#### 4. CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.

##### **FIRM**

FIRM	
ADDRESS	

##### **AUTHORIZED INDIVIDUAL**

SIGNATURE			
NAME		TITLE	
TELEPHONE		FAX	
EMAIL			
DATE			

## 5. STATE TAXES CERTIFICATION

I certify under the penalties of perjury that, I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes under law.

\_\_\_\_\_

\*Signature of individual or Corporate  
Name (Mandatory)

By: \_\_\_\_\_

Corporate Officer (Mandatory, if  
applicable)

\*\*Social Security Number (Voluntary)  
Or Federal Identification Number

\* Approval of a contract or other agreement will not be granted unless this certification clause is signed by the applicant.

\*\* Your Social Security Number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of Mass. G.L. 62C s. 49.A.

## 6. CERTIFICATE OF VOTE

(Corporations Only)

At a duly authorized meeting of the Board of Directors of the \_\_\_\_\_ held on \_\_\_\_\_, it was  
(Name of Corporation) (Date)

voted that \_\_\_\_\_ of this company, be and hereby is  
(Name)

authorized to execute contracts and \_\_\_\_\_ bonds in the name and on  
(Name)

behalf of said company, and affix its corporate seal hereto; and such execution of any contract or obligation in this company's name on its behalf by such officer under seal of the company, shall be valid and binding upon this company.

I hereby certify that I am the clerk of the above named

corporation and that \_\_\_\_\_ is the duly elected officer as  
(Name)

Above of said \_\_\_\_\_, and that the above vote  
(Name of Corporation)

has not been amended or rescinded and remains in full force and effect as the date of this contract.

Clerk

104. Date

Corporate Seal

# ANNEX

# SCHOOL CALENDAR

2018-2019

August 27 & August 28, 2018 NEW Staff Orientation  
 August 29 & August 30, 2018 STAFF INSERVICE  
 September 4, 2018 First Day - Schools Open  
 September 11, 2018 First Day - Kindergarten/PreSchool Open

**HOLIDAYS AND VACATIONS:**

NO SCHOOL – Friday, August 31, 2018  
**Labor Day** – September 3, 2018  
*Early Release Day - Tuesday, September 18, 2018*  
 STAFF INSERVICE – Friday, October 5, 2018 (All Cape)  
**Columbus Day** – October 8, 2018  
*Early Release Wednesday, October 31, 2018*  
**Veterans Day** - November 11, 2018; Observed Monday, November 12, 2018  
**Thanksgiving Recess** - Schools Close November 21, 2018 Half-day  
 Schools Open November 26, 2018  
*Early Release Day - Tuesday, December 4, 2018*  
**December Vacation** - Schools Close December 21, 2018 Half-day

September	19 Days
October	21 Days
November	19 Days
December	<u>15 Days</u> 74 Days

.....

**New Year's Day** – January 1, 2019  
 Schools Open Tuesday, January 2, 2019  
 STAFF INSERVICE – Friday, January 18, 2019  
**Martin Luther King's Birthday** - January 21, 2019  
**February Vacation**-Schools Close February 15, 2019 at the end of the school day  
 Schools Open February 25, 2019  
*Early Release Day – Tuesday, March 12, 2019*  
*Early Release Day – Tuesday, April 2, 2019*  
**April Vacation**-Schools Close April 12, 2019 at the end of the school day  
 Schools Open April 22, 2019 (**Good Friday** – April 19, 2019)  
**Memorial Day** - May 27, 2019  
Graduation Day - June 7, 2019 (rain date June 8, 2019)  
 Schools Close June 21, 2019; Half day for all schools  
 \*5 snow days included, deduct for each day not used

January	21 Days
February	15 Days
March	21 Days
April	17 Days
May	22 Days
June	<u>15 Days</u> * 185 Days

MCAS Retests High School  
 MCAS Test High School Biology  
 MCAS Retests ELA & Math  
 MCAS ELA Grade 10  
 MCAS Test Elementary & Middle Gr. 3-8  
 MCAS Test Math Gr.10  
 MCAS Tests STE High School

State Elections September 4, 2018; Town Elections April 2, 2019  
 Vacations may be cancelled or shortened if multiple school days have to be made up.  
**Approved by School Committee:**



# Wareham Public Schools

## Minot Forest Elementary Bus Routes

### Bus: 18

7:47 am CRANBERRY HY@ELM/LPC  
7:51 am #130 CHARGE POND RD  
7:52 am #164 CHARGE POND RD  
7:53 am #205 CHARGE POND RD  
7:53 am #216 CHARGE POND RD  
7:54 am #231 CHARGE POND RD  
7:55 am #269 CHARGE POND RD  
7:55 am **CHARGE POND RD @ DORY LA**  
7:56 am CHARGE POND RD @ SLOOP LA  
8:03 am #2677 CRANBERRY HWY  
8:03 am #2683 CRANBERRY HWY  
8:04 am CRANBERRY HY @ DIVISION AV  
8:05 am CRANBERRY HY @ MEADOWLARK DR  
8:06 am #2743 CRANBERRY HY, STONE VILLAGE CONDO  
8:07 am CRANBERRY HY @ FANNIES LA/CHOR AV  
8:14 am GREAT NECK RD @ ARLINGTON RD  
8:16 am GREAT NECK RD @ MARITIME DR  
8:16 am #151 GREAT NECK RD  
8:18 am GREAT NECK RD @ AGAWAM BEACH RD  
8:23 am MINOT FOREST

### Bus: 6

7:46 am **SANDWICH RD @ AVENUE A**  
7:47 am **SANDWICH RD @ OAKDALE ST**  
7:48 am **SANDWICH RD @ CHERRY ST**  
7:50 am SANDWICH RD @ LINWOOD AV



7:51 am SANDWICH RD@PLYMOUTH  
7:51 am "@BEST FRIENDS LC  
7:57 am MAIN AV @ 22ND ST  
8:01 am #10B MAIN AV  
8:04 am **CRANBERRY HY @ CHOCTAW DR**  
8:05 am **CRANBERRY HY @ CHEROKEE DR**  
8:05 am #3132 CRANBERRY HY, GARDEN HOMES SOUTH  
8:06 am **DIRT LOT NEXT TO GOLD WORLD**  
8:08 am #3030 CRANBERRY HWY  
8:09 am #2900 CRANBERRY HY (Red Wing)  
8:10 am CRANBERRY HY @ GATEHOUSE DR (UNION PD)  
8:11 am CRANBERRY HY @ OLD GLEN CHARLIE RD  
8:14 am MAPLE SPRINGS RD@1ST AGAWAM LAKE SHORE DR  
8:15 am MAPLE SPRINGS RD@ 2ND AGAWAM LAKESHORE DR  
8:22 am MINOT FOREST

**Bus: 22**

7:44 am GIBBS AV @ BODFISH AV  
7:45 am **GIBBS AV @ HIGHLAND RD**  
7:46 am #120 GIBBS AV  
7:48 am RT 6 @ BROWN ST  
7:50 am PUMPING STATION  
7:51 am #41 CROMESETT RD  
7:52 am #66 CROMESETT RD  
7:56 am #22 CROMESETT RD  
7:59 am #39 SWIFTS BEACH RD  
8:02 am **SWIFTS BEACH RD @ LYNN RD**  
8:03 am SWIFTS BEACH RD @ SHADY LA  
8:04 am SWIFTS BEACH RD @ VERNAL ST  
8:06 am SHORE AV @ JUDSON ST  
8:07 am SHORE AV @ CHARLES ST  
8:07 am SHORE AV @ SHERMAN ST  
8:08 am SWIFTS BEACH RD @ EUNICE AV  
8:10 am SWIFTS BEACH RD @ WOODS AT WAREHAM  
8:11 am SWIFTS BEACH RD @ RIPLEY'S PK  
8:13 am MARION RD @ GLENDA AV  
8:14 am #80 MARION RD  
8:16 am MAIN ST @ SAWYER ST  
8:17 am MAIN ST @ CENTER ST  
8:22 am MINOT FOREST

**Bus: 43**

7:40 am **#10 WINDSOR DR (BEST FRIENDS)**  
7:43 am BRIARWOOD DR @ MARION RD  
7:45 am HATHAWAY ST @ 3RD AV  
7:46 am HATHAWAY ST @ 10TH AV  
7:47 am HATHAWAY ST @ 17TH AV  
7:48 am HATHAWAY ST @ DINAHS WA (near Rt 6)  
7:50 am HATHAWAY ST @ BRITTANY DR  
7:52 am MAIN ST @ STONEY RUN DR  
7:56 am **TIHONET RD @ FARM TO MARKET RD**  
8:00 am #398 MAIN ST (across from CVS)  
8:03 am MAIN ST @ CEDAR ST  
8:05 am **PINEHURST DR @ FRANCONIA AV**  
8:10 am INDIAN NECK RD @ FOREST WAY  
8:12 am INDIAN NECK RD @ PARKWOOD DR  
8:14 am #10/#12 ALDEN RD  
8:17 am #12 CROOKED RIVER RD  
8:19 am STILLMAN MEM DR @ FRANK CUTLER DR  
8:23 am MINOT FOREST

**Bus: 8**

7:55 am SPECTACLE POND RD ( at the circle)  
7:57 am GLEN CHARLIE @ PINE LAKE DR  
8:00 am #211 GLEN CHARLIE RD  
8:02 am GLEN CHARLIE RD @ DOUGLAS LN  
8:03 am BARKER RD @ THIMBLEBERRY AV  
8:03 am BARKER RD @ BOYSENBERRY RD  
8:04 am BARKER RD @ BITTERSWEET LA  
8:05 am BARKER RD @ ACCESS RD  
8:06 am SCHEFFLER DR @ PURITAN AV  
8:07 am SCHEFFLER DR @ PLYMOUTH AV  
8:10 am **ROUNDHILL BD @ REPOSE LA**  
8:12 am **SUNSET BD @ RESTFUL LA (Playground)**  
8:13 am 1 PLYMOUTH AV (SANDY'S SCHOOL)  
8:15 am GLEN CHARLIE RD @ WAREHAM LAKESHORE DR  
8:18 am #142 GLEN CHARLIE RD  
8:19 am #72 GLEN CHARLIE RD  
8:23 am MINOT FOREST

**Bus: 712**

8:01 am ONSET AV @ DOHERTY (Minot only)

8:02 am #292 ONSET AV  
8:03 am #258/260 ONSET AV  
8:04 am WAREHAM AV @ ONSET AV  
8:05 am ONSET AV & EAST CENTRAL  
8:05 am ONSET CASH MKT  
8:06 am TENNIS COURT AT HAMMOND  
8:08 am ONSET AV @ ST. MARY'S PKING LOT  
8:09 am ONSET AV @ MAPLE ST  
8:10 am ONSET AV @ CHARLIE AV  
8:10 am ONSET AV @ ROBINWOOD RD  
8:11 am ONSET AV @ CLEVELAND AV  
8:12 am ONSET AV @ FAIRWAY DR  
8:13 am ONSET AV @ NICKERSON  
8:15 am #3187 CRANBERRY HY (Capeway Pkg Store)  
8:23 am MINOT FOREST

**Bus: 15**

(Bus 15 Transports both Minot and Decas Students)

7:41 #15 FEARING HILL RD  
7:42 #21 FEARING HILL RD  
7:42 #58/#60 FEARING HILL RD  
7:45 OLD FEARING HILL RD @ FEARING HILL RD  
7:46 #116 FEARING HILL RD  
7:47 #102 FEARING HILL RD  
7:47 FEARING HILL @ SQUIRELL ISLAND RD  
7:49 BLACKMORE POND RD @ BLACKMORE POND CIRCLE  
7:52 BLACKMORE POND RD @ BARLOW AV  
7:53 BLACKMORE POND RD @ SHAKEDOWN ST  
7:54 #206 BLACKMORE POND RD  
7:58 #448 COUNTY RD  
8:00 COUNTY RD @ FELLOWSHIP CIRCLE  
8:01 COUNTY RD @ AUTUMN DR  
8:02 COUNTY RD @ WHITE PINE AV  
8:04 COUNTY RD @ WINDY HILL DR  
8:05 COUNTY RD @ FONSECA WY  
8:05 COUNTY RD @ BETHEL WY (Pierceville Rd end)  
8:06 #80 PAPERMILL RD @ MINGO WY  
8:07 PAPERMILL RD @ DONNA RD  
8:08 PAPERMILL RD @ GRIFFIN WAY  
8:09 PAPERMILL RD @ CANDLEPAPER LA  
8:11 **#43 GAULT RD**

8:12 **GAULT RD @ BEAVER PATH**  
8:16 AM **DECAS SCHOOL**  
8:30 AM **MINOT FOREST**

**Bus: 711** (Bus 711 Transports both Minot and Decas Students)

7:41 CHARLOTTE FURN @ DOORSIDE at CUMBIE DRWY  
7:42 CHARLOTTE FURN @ JUDITH  
7:45 MEGANSETT DR @ ACOAXET LA  
7:46 CHARLOTTE FURNACE RD @ PENIKESE ST  
7:46 #50 CHARLOTTE FURNACE RD  
7:47 #34 CHARLOTTE FURNACE RD  
7:50 #2324 CRANBERRY HY  
7:50 #2305 CRANBERRY HY  
7:51 #2280/#2282 CRANBERRY HY  
7:53 #2220 CRANBERRY HWY  
7:53 Cranberry Hy @ COURT HOUSE RD  
7:56 #34 N CARVER RD  
7:58 RT 58 @ BEACH ST EXT  
8:02 #3 BYRNE CI  
8:06 #850 COUNTY RD  
8:07 #838 COUNTY RD  
8:07 #1185 MAIN ST  
8:09 **MAIN ST @ W WAREHAM SCHOOL DR**  
8:11 MAIN ST @ OPEN HEARTH DR  
8:12 MAIN ST @ TROUT FARM WA  
8:15 #815 Main St entrance closest to Fearinghill (MINOT)

8:16 AM **DECAS SCHOOL**  
8:30 AM **MINOT FOREST**



# Wareham Public Schools

## John W. Decas Elementary Bus Routes

### Bus: 2

7:55 AM BARKER RD @ THIMBLEBERRY AV  
7:56 AM BARKER RD @ BOYSENBERRY RD  
7:56 AM BARKER RD @ BITTERSWEET LA  
7:57 AM BARKER RD @ ACCESS RD  
7:59 AM SCHEFFLER DR @ PURITAN AV  
8:00 AM SCHEFFLER DR @ PLYMOUTH AV  
8:02 AM ROUNDHILL BD @ REPOSE LA  
8:05 AM SUNSET BD @ RESTFUL LA (Playground)  
8:07 AM 1 PLYMOUTH AV (Sandy's School)  
8:23 AM DECAS SCHOOL

### Bus: 4

7:44 AM INDIAN NECK @ OAK ST (Minot Av end)  
7:45 AM INDIAN NECK @ OAK ST (near parkwood)  
7:45 AM INDIAN NECK RD @ PARKWOOD DR  
7:47 AM INDIAN NECK RD @ ALDEN RD  
7:51 AM #12 CROOKED RIVER RD  
7:53 AM GREAT NECK RD @ MARITIME DR  
7:54 AM #151 GREAT NECK RD  
7:56 AM GREAT NECK RD @ BURGESS PT RD  
8:00 AM GREAT NECK RD @ AGAWAM BEACH RD  
8:04 AM #125 MINOT AV (Depot Crossing Apts)  
8:09 AM MAIN ST @ CEDAR ST  
8:11 AM PINEHURST DR @ FRANCONIA AV  
8:15 AM MAIN ST @ CENTER ST  
8:16 AM MAIN ST @ SAWYER ST

8:18 AM #398 MAIN ST (across from CVS)  
8:19 AM #459 MAIN ST  
8:20 AM MAIN ST @ STONEY RUN DR  
8:23 AM DECAS SCHOOL

Bus: 7

7:44 AM CRANBERRY HY@ELM/LPC  
7:46 AM #2677 CRANBERRY HWY  
7:47 AM #2697 CRANBERRY HY (Greyfield)  
7:48 AM CRANBERRY HY @ MEADOWLARK DR  
7:48 AM #2743 CRANBERRY HY, STONE VILLAGE CONDO  
7:50 AM CRANBERRY HY @ FANNIES LA/CHOR AV  
7:57 AM MAIN AV @ 22ND ST  
7:59 AM 17TH @ MAIN AV  
8:02 AM #3135 CRANBERRY HWY  
8:03 AM CRANBERRY HY @ CHOCTAW DR  
8:04 AM CRANBERRY HY @ CHEROKEE DR  
8:06 AM DIRT LOT NEXT TO GOLD WORLD  
8:08 AM #3030 CRANBERRY HWY  
8:10 AM #2900 CRANBERRY HY (Red Wing)  
8:13 AM CRANBERRY HY @ GARDEN HOMES N  
8:15 AM CRANBERRY HY @ DIVISION AV  
8:16 AM CRANBERRY HY @ MONTEIRO ST  
8:22 AM DECAS SCHOOL

Bus: 714

7:48 AM #18 MINOT AV  
7:49 AM MINOT AV @ STATE ST  
7:53 AM CRANBERRY HY @ GATEHOUSE DR (UNION PD)  
7:54 AM CRANBERRY HY @ OLD GLEN CHARLIE RD  
8:00 AM CHARGE POND RD @ CABRAL WAY \*\*AM ONLY PM @ YMCA  
8:04 AM #205 CHARGE POND RD  
8:05 AM #231 CHARGE POND RD  
8:05 AM CHARGE POND RD @ SEAWOOD RD  
8:06 AM CHARGE POND RD @ DORY LA  
8:08 AM CHARGE POND RD @ SLOOP LA  
8:13 AM #2602 CRANBERRY HWY  
8:17 AM TIHONET RD @ FARM TO MARKET RD  
8:23 AM DECAS SCHOOL

Bus: 28

7:54 AM ONSET AV @ AUNT HANNAHS LA

7:55 AM ONSET AV @ MIDWAY  
7:56 AM #292 ONSET AV  
7:56 AM #282 ONSET AV  
7:57 AM #258/260 ONSET AV  
7:57 AM ONSET AV @ WAREHAM AV  
7:58 AM ONSET AV & EAST CENTRAL  
7:59 AM ONSET CASH MKT  
8:00 AM TENNIS COURT AT HAMMOND  
8:02 AM ONSET AV @ ST. MARY'S PKING LOT  
8:03 AM ONSET AV @ MAPLE ST  
8:03 AM ONSET AV @ CHARLIE AV  
8:04 AM ONSET AV @ ROBINWOOD RD  
8:06 AM ONSET AV @ FAIRWAY DR  
8:08 AM #3132 CRANBERRY HY (GARDEN HOMES SOUTH)  
8:23 AM DECAS SCHOOL

Bus: 19

7:56 AM GIBBS AV @ BODFISH AV  
7:57 AM GIBBS AV @ HIGHLAND RD  
7:58 AM #120 GIBBS AV  
8:00 AM RT 6 @ BROWN ST  
8:02 AM #39 SWIFTS BEACH RD  
8:07 AM CIRCLE DR @ SWIFTS BEACH RD  
8:07 AM SWIFTS BEACH RD @ VERNAL ST  
8:09 AM SWIFTS BEACH RD @ SHADY LA  
8:09 AM SWIFTS BCH RD @ EUNICE AV  
8:10 AM SWIFTS BEACH RD @ LYNN  
8:11 AM SWIFTS BEACH RD @ MARSH AV  
8:12 AM SWIFTS BEACH RD @ WOODS AT WAREHAM  
8:14 AM SWIFTS BEACH RD @ RIPLEY'S PK  
8:15 AM MARION RD @ BOURNE TE  
8:16 AM #80 MARION RD  
8:23 AM DECAS SCHOOL

Bus: 713

7:36 AM #21 SANDWICH RD (ABC Learning)  
7:36 AM SANDWICH RD @ CHERRY ST  
7:38 AM SANDWICH RD @ LADD AV  
7:39 AM SANDWICH RD @ LINWOOD AV  
7:40 AM SANDWICH RD@PLYMOUTH  
7:40 AM @BEST FRIENDS LC

7:42 AM 4 DEPOT ATLANTIC MOTEL/6 Depot St  
7:45 AM SPECTACLE POND RD ( at the circle)  
7:47 AM GLEN CHARLIE @ PINE LAKE DR  
7:50 AM #211 GLEN CHARLIE RD  
7:52 AM GLEN CHARLIE RD @ DOUGLAS LN  
7:55 AM GLEN CHARLIE RD @ WAREHAM LAKESHORE DR  
7:57 AM #246 GLEN CHARLIE RD  
7:57 AM #204 GLEN CHARLIE RD  
7:58 AM GLEN CHARLIE RD @ MICHAEL DR  
7:59 AM #88 GLEN CHARLIE RD  
8:03 AM MAPLE SPRINGS RD@1ST AGAWAM LAKE SHORE DR  
8:04 AM MAPLE SPRINGS RD@ 2ND AGAWAM LAKESHORE DR  
8:09 AM DEPOT ST @ CHAPEL LA  
8:10 AM DEPOT @ KNOWLES/TYLER AV  
8:22 AM DECAS SCHOOL

Bus: 1

7:55 AM CROMESETT RD @ HARKINS WY  
7:56 AM #91 CROMESETT RD  
7:58 AM CROMESETT RD @ MARKS COVE RD  
7:59 AM CROMESETT RD @ PLOVER  
8:03 AM #34 CROMESETT RD  
8:04 AM PUMPING STATION  
8:07 AM #10 WINDSOR DR (BEST FRIENDS)  
8:11 AM #343 MARION RD  
8:13 AM BRIARWOOD DR @ MARION RD  
8:14 AM MARION RD & SPRINGHILL  
8:14 AM HATHAWAY ST @ 3RD AV  
8:16 AM HATHAWAY ST @ 10TH AV  
8:17 AM HATHAWAY ST @ 14TH  
8:18 AM HATHAWAY ST @ BEAVER CREEK LA  
8:18 AM HATHAWAY ST @ DINAHS WA (near Rt 6)  
8:22 AM DECAS SCHOOL

Bus: 15

(Bus 15 Transports both Decas and Minot Students)

7:41 AM #15 FEARING HILL RD  
7:42 AM #21 FEARING HILL RD  
7:42 AM #58/#60 FEARING HILL RD  
7:45 AM OLD FEARING HILL RD @ FEARING HILL RD  
7:46 AM #116 FEARING HILL RD  
7:47 AM #102 FEARING HILL RD



7:47 AM FEARING HILL @ SQUIRELL ISLAND RD  
7:49 AM BLACKMORE POND RD @ BLACKMORE POND CIRCLE  
7:52 AM BLACKMORE POND RD @ BARLOW AV  
7:53 AM BLACKMORE POND RD @ SHAKEDOWN ST  
7:54 AM #206 BLACKMORE POND RD  
7:58 AM #448 COUNTY RD  
8:00 AM COUNTY RD @ FELLOWSHIP CIRCLE  
8:01 AM COUNTY RD @ AUTUMN DR  
8:02 AM COUNTY RD @ WHITE PINE AV  
8:04 AM COUNTY RD @ WINDY HILL DR  
8:05 AM COUNTY RD @ FONSECA WY  
8:05 AM COUNTY RD @ BETHEL WY (Pierceville Rd end)  
8:06 AM #80 PAPERMILL RD @ MINGO WY  
8:07 AM PAPERMILL RD @ DONNA RD  
8:08 AM PAPERMILL RD @ GRIFFIN WAY  
8:09 AM PAPERMILL RD @ CANDLEPAPER LA  
8:11 AM #43 GAULT RD  
8:12 AM GAULT RD @ BEAVER PATH  
8:16 AM DECAS SCHOOL  
8:30 AM MINOT FOREST

Bus: 711 (Bus 711 Transports both Decas and Minot Students)  
7:41 AM CHARLOTTE FURN @ DOORSIDE at CUMBIE DRWY  
7:42 AM CHARLOTTE FURN @ JUDITH  
7:45 AM MEGANSETT DR @ ACOAXET LA  
7:46 AM CHARLOTTE FURNACE RD @ PENIKESE ST  
7:46 AM #50 CHARLOTTE FURNACE RD  
7:47 AM #34 CHARLOTTE FURNACE RD  
7:50 AM #2324 CRANBERRY HY  
7:50 AM #2305 CRANBERRY HY  
7:51 AM #2280/#2282 CRANBERRY HY  
7:51 AM CRANBERRY HY @ WEAVER/PEPIN'S LOT  
7:53 AM #2220 CRANBERRY HWY  
7:53 AM Cranberry Hy @ COURT HOUSE RD  
7:56 AM #34 N CARVER RD  
7:58 AM RT 58 @ BEACH ST EXT  
8:02 AM #3 BYRNE CI  
8:06 AM #850 COUNTY RD  
8:07 AM #838 COUNTY RD  
8:07 AM #1185 MAIN ST

8:09 AM MAIN ST @ W WAREHAM SCHOOL DR  
8:11 AM MAIN ST @ OPEN HEARTH DR  
8:12 AM MAIN ST @ TROUT FARM WA  
8:15 AM #815 Main St entrance closest to Fearinghill (MINOT)  
8:16 AM DECAS SCHOOL  
8:30 AM MINOT FOREST



# Wareham Public Schools

## High School & Middle School Bus Routes

### Bus: 2

7:02 AM MAYFLOWER LA @ ROUNDHILL BD  
7:06 AM SUNSET BD @ RESTFUL LA (Playground)  
7:08 AM PLYMOUTH @ CHURBUCK  
7:14 AM CRANBERRY HY @ OLD GLEN CHARLIE RD  
7:24 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

### Bus: 4

6:48 AM **#2337 CRANBERRY HY**  
6:48 AM #2324 CRANBERRY HY  
6:49 AM #2305 CRANBERRY HY  
6:50 AM #2280 CRANBERRY HY  
6:50 AM CRANBERRY HY @ WEAVER ST  
6:51 AM #2230 CRANBERRY HY  
6:52 AM #2220 CRANBERRY HWY  
6:53 AM Cranberry Hy @ COURT HOUSE RD  
6:56 AM #34 N CARVER RD  
7:01 AM #3 BYRNE CI  
7:03 AM COUNTY RD @ COUNTY RD(robys)  
7:05 AM #850 COUNTY RD  
7:06 AM #838 COUNTY RD  
7:07 AM #786 COUNTY RD  
7:08 AM #778 COUNTY RD  
7:10 AM **PIERCEVILLE RD @ WEST ST (Papermill)**  
7:11 AM PIERCEVILLE RD @ WEST ST (Bridge)  
7:13 AM MAIN ST @ W WAREHAM SCHOOL DR  
7:24 AM **WAREHAM HIGH SCHOOL**

7:26 AM **WAREHAM MIDDLE**

Bus: 7

6:53 AM #118 CHARGE POND RD  
6:54 AM #152 CHARGE POND RD  
6:54 AM #164 CHARGE POND RD  
6:55 AM #205 CHARGE POND RD  
6:56 AM #269 CHARGE POND RD  
6:57 AM CHARGE POND RD @ SLOOP LA  
6:58 AM CHARGE POND RD @ DORY LA  
7:01 AM #130 CHARGE POND RD  
7:02 AM #104 CHARGE POND RD  
7:06 AM #2586 CRANBERRY HY  
7:09 AM TIHONET RD @ FARM TO MARKET RD  
7:14 AM **MAIN ST @ LINCOLN HILL TE**  
7:14 AM **MAIN ST @ MAUDE PALMER LA**  
7:16 AM 3rd DECAS Dr closest to Station St pkinglot  
7:19 AM **within 75' of #566 MAIN ST**  
7:19 AM MAIN ST @ STONEY RUN DR  
7:23 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

Bus: 714

6:56 AM #2528 CRANBERRY HWY  
6:57 AM #2506 CRANBERRY HY  
7:05 AM MEGANSETT DR @ ACOAXET LA  
7:06 AM CHARLOTTE FURNACE RD @ PENIKESE ST  
7:07 AM #44 CHARLOTTE FURNACE RD  
7:07 AM #34 CHARLOTTE FURNACE RD  
7:08 AM **#30 CHARLOTTE FURNACE RD**  
7:10 AM GAULT RD @ DAVIDS WAY  
7:10 AM GAULT RD @ BEAVER PATH  
7:11 AM CR GAULT/MAIN/MILL  
7:12 AM MAIN ST @ BOG IRON RD  
7:12 AM MAIN ST @ OPEN HEARTH DR  
7:13 AM MAIN ST @ TROUT FARM WA  
7:15 AM MAIN STREET & ISLAND BROOK RD  
7:16 AM #815 Main St entrance closest to Fearinghill  
7:24 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

Bus: 28

7:02 AM CRANBERRY HY @ TYLER AV  
7:07 AM CRANBERRY HY @ CHOCTAW DR  
7:08 AM CRANBERRY HY @ CHEROKEE DR  
7:09 AM DIRT LOT NEXT TO GOLD WORLD  
7:14 AM DEPOT @ KNOWLES/TYLER AV  
7:16 AM #125 MINOT AV (Depot Crossing Apts)  
7:24 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

Bus: 19

7:11 AM CRANBERRY HY @ FANNIES LA/CHOR AV  
7:13 AM SANDWICH RD@PLYMOUTH  
7:14 AM @ BEST FRIENDS LC  
7:14 AM SANDWICH RD @ LINWOOD AV  
7:15 AM SANDWICH RD @ LADD AV  
7:16 AM **#116 SANDWICH RD**  
7:17 AM **SANDWICH RD @ CHERRY ST**  
7:19 AM SANDWICH RD @ AVENUE A  
7:24 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

Bus: 713

7:10 AM ONSET CASH MKT  
7:12 AM ONSET AV @ CAMP ST  
7:24 AM WAREHAM HIGH SCHOOL  
7:26 AM **WAREHAM MIDDLE**

Bus: 1

6:54 AM BLACKMORE POND RD @ BLACKMORE POND CIRCLE  
6:57 AM BLACKMORE POND RD @ BARLOW AV  
6:58 AM BLACKMORE POND RD @ SHAKEDOWN ST  
6:59 AM #206 BLACKMORE POND RD  
7:01 AM COUNTY RD @ REED RD  
7:05 AM COUNTY RD @ FELLOWSHIP CIRCLE  
7:06 AM COUNTY RD @ AUTUMN DR  
7:08 AM #95 FEARING HILL RD  
7:08 AM FEARING HILL @ SQUIRELL ISLAND RD  
7:12 AM #219 HATHAWAY ST  
7:13 AM HATHAWAY ST @ BRITTANY DR  
7:14 AM HATHAWAY ST @ DINAHS WA (near Main St)  
7:15 AM HATHAWAY ST @ BEAVER CREEK LA  
7:15 AM HATHAWAY ST @ WHISPERING PINES DRI

7:17 AM HATHAWAY @ 14TH  
7:23 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

**Bus: 18**

7:09 AM CRANBERRY HY @ CABRAL WY  
7:10 AM CRANBERRY HY @ MONTEIRO ST  
7:11 AM #2697 CRANBERRY HY (Greyfield)  
7:11 AM CRANBERRY HY @ DIVISION AV  
7:12 AM CRANBERRY HY @ MEADOWLARK DR  
7:13 AM #2743 CRANBERRY HY, STONE VILLAGE CONDO  
7:14 AM CRANBERRY HY @ GARDEN HOMES N  
7:24 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

**Bus: 6**

6:52 AM #89 GREAT NECK RD  
6:53 AM GREAT NECK RD @ ARLINGTON RD  
6:55 AM GREAT NECK RD @ MARITIME DR  
6:57 AM GREAT NECK RD @ LANTERN LA  
6:58 AM #204 GREAT NECK RD  
6:58 AM GREAT NECK RD @ BURGESS PT RD  
7:02 AM **GREAT NECK RD @ AGAWAM BEACH RD**  
7:04 AM #79 GREAT NECK RD  
7:04 AM GREAT NECK RD @ MEMORY LA  
7:05 AM GREAT NECK RD @ CRANBERRY LA  
7:05 AM GREAT NECK RD @ SQUAW PA  
7:06 AM GREAT NECK RD @ SAVERY RD  
7:07 AM **#12 GREAT NECK RD**  
7:11 AM MAPLE SPRINGS RD@1ST AGAWAM LAKE SHORE DR  
7:24 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

**Bus: 22**

7:10 AM SWIFTS BEACH RD @ LYNN RD  
7:13 AM SWIFTS BEACH RD @ VERNAL ST  
7:14 AM SHORE AV @ JUDSON ST  
7:15 AM SHORE AV @ PILGRIM AV  
7:16 AM SWIFTS BEACH RD @ EUNICE AV  
7:17 AM SWIFTS BEACH RD @ MARSH AV  
7:19 AM SWIFTS BEACH RD @ WOODS AT WAREHAM  
7:23 AM WAREHAM HIGH SCHOOL

7:26 AM WAREHAM MIDDLE

Bus: 43

7:00 AM BARKER RD @ THIMBLEBERRY AV  
7:00 AM BARKER RD @ BOYSENBERRY RD  
7:01 AM BARKER RD @ BITTERSWEET LA  
7:02 AM BARKER RD @ ACCESS RD  
7:06 AM HUNTER @ SCHEFFLER  
7:24 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

Bus: 8

6:52 AM Across from Santoro's driveway  
6:54 AM SPECTACLE POND RD ( at the circle)  
6:56 AM GLEN CHARLIE @ PINE LAKE DR  
6:57 AM #113 GLEN CHARLIE RD  
6:59 AM **#205 GLEN CHARLIE RD**  
7:00 AM **#219 GLEN CHARLIE RD**  
7:02 AM **#243 GLEN CHARLIE RD**  
7:03 AM **GLEN CHARLIE RD @ DOUGLAS LN**  
7:07 AM #312 GLEN CHARLIE RD  
7:08 AM GLEN CHARLIE RD @ WAREHAM LAKESHORE DR  
7:12 AM GLEN CHARLIE RD @ MICHAEL DR  
7:12 AM GLEN CHARLIE @ AGAWAM DR (1st entrance out)  
7:13 AM GLEN CHARLIE RD @ LAKEVIEW DR  
7:13 AM #66 GLEN CHARLIE RD  
7:23 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

Bus: 712

6:53 AM MAIN AV @ 22ND ST  
6:55 AM #88 MAIN AV  
6:57 AM #6 MAIN AV  
7:00 AM #3187 CRANBERRY HY (Capeway Pkg Store)  
7:01 AM #3221 CRANBERRY HY  
7:01 AM CRANBERRY HY @ WATER ST  
7:06 AM #3178 CRANBERRY HY  
7:07 AM #3132 CRANBERRY HY, GARDEN HOMES SOUTH  
7:09 AM #3040 CRANBERRY HY (Family Pet)  
7:09 AM **#3030 CRANBERRY HWY**  
7:11 AM #2900 CRANBERRY HY (Red Wing)  
7:12 AM CRANBERRY HY @ GATEHOUSE DR (UNION PD)

7:23 AM WAREHAM HIGH SCHOOL  
7:26 AM **WAREHAM MIDDLE**

**Bus: 15**

7:04 AM ONSET AV @ NICKERSON  
7:05 AM ONSET AV @ FAIRWAY DR  
7:06 AM ONSET AV @ CLEVELAND AV  
7:07 AM ONSET AV @ ROBINWOOD RD  
7:08 AM ONSET AV @ CHARLIE AV  
7:08 AM ONSET AV @ MAPLE ST  
7:09 AM ONSET AV @ ST. MARY'S PKING LOT  
7:24 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

**Bus: 711**

7:04 AM INDIAN NECK RD @ PARKWOOD DR  
7:06 AM INDIAN NECK RD @ E EDGEWATER DR  
7:06 AM INDIAN NECK RD @ ALDEN RD  
7:08 AM ALDEN RD @ STANDISH RD  
7:10 AM INDIAN NECK RD @ GLENWOOD CI  
7:18 AM PINEHURST DR @ FRANCONIA AV  
7:24 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

**Bus: 30**

7:00 AM #319 MARION RD  
7:01 AM #351 MARION RD  
7:02 AM MARION RD & HATHAWAY ST  
7:03 AM BRIARWOOD DR @ MARION RD  
7:04 AM MARION RD & SPRINGHILL  
7:09 AM #153 CROMESETT RD  
7:10 AM CROMESETT RD @ MARKS COVE RD  
7:14 AM CROMESETT RD @ SIPPICAN RD  
7:15 AM #82 CROMESETT RD  
7:16 AM CROMESETT RD @ HARKINS WY  
7:16 am #34 CROMESETT RD  
7:17 AM PUMPING STATION  
7:23 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

**Bus: 42**

7:10 AM ONSET AV @ ZARA HELMA RD  
7:10 AM #353 ONSET AV



7:11 AM ONSET AV @ MIDWAY  
7:12 AM ONSET AV @ AUNT HANNAHS LA  
7:14 AM MINOT AV @ STATE ST  
7:16 AM #59B MINOT AV  
7:24 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE

**Bus: 710**

6:55 AM #7 FEARING HILL RD  
6:56 AM #21 FEARING HILL RD  
6:57 AM #58/#60 FEARING HILL RD  
6:57 AM FEARING HILL RD @ KINGS CROSS RD  
6:58 am #102 FEARING HILL RD  
6:58 AM #116 FEARING HILL RD  
6:59 AM #137 FEARING HILL RD  
7:00 AM FEARING HILL RD @ MAKI WAY  
7:01 AM COUNTY RD @ WHITE PINE AV  
7:02 AM #628 COUNTY RD  
7:03 AM COUNTY RD @ WINDY HILL DR  
7:04 AM #658 COUNTY RD  
7:04 AM COUNTY RD @ FONSECA WY  
7:05 AM COUNTY RD @ BETHEL WY (Pierceville Rd end)  
7:05 AM #718 COUNTY RD  
7:09 AM #1140 MAIN ST  
7:12 AM #80 PAPERMILL RD @ MINGO WY  
7:13 AM PAPERMILL RD @ DONNA RD  
7:14 AM PAPERMILL RD @ GRIFFIN WAY  
7:15 AM PAPERMILL RD @ CANDLEPAPER LN  
7:24 AM WAREHAM HIGH SCHOOL  
7:26 AM WAREHAM MIDDLE



**THE COMMONWEALTH OF MASSACHUSETTS  
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT  
DEPARTMENT OF LABOR STANDARDS**

**Prevailing Wage Rates**

**As determined by the Director under the provisions of the  
Massachusetts General Laws, Chapter 149, Sections 26 to 27H**

CHARLES D. BAKER  
Governor

ROSALIN ACOSTA  
Secretary

KARYN E. POLITO  
Lt. Governor

WILLIAM D MCKINNEY  
Director

**Awarding Authority:** Wareham Public Schools  
**Contract Number:** \_\_\_\_\_ **City/Town:** WAREHAM  
**Description of Work:** We plan to request bids to run the school in district regular ed transportation services.  
**Job Location:** 48 Marion Road, Multi Service Center

Information about Prevailing Wage Schedules for Awarding Authorities and Contractors

- This wage schedule applies only to the specific project referenced at the top of this page and uniquely identified by the “Wage Request Number” on all pages of this schedule.
- An Awarding Authority must request an updated wage schedule from the Department of Labor Standards (“DLS”) if it has not opened bids or selected a contractor within 90 days of the date of issuance of the wage schedule. For CM AT RISK projects (bid pursuant to G.L. c.149A), the earlier of: (a) the execution date of the GMP Amendment, or (b) the bid for the first construction scope of work must be within 90-days of the wage schedule issuance date.
- The wage schedule shall be incorporated in any advertisement or call for bids for the project as required by M.G.L. c. 149, § 27. The wage schedule shall be made a part of the contract awarded for the project. The wage schedule must be posted in a conspicuous place at the work site for the life of the project in accordance with M.G.L. c. 149 § 27. The wages listed on the wage schedule must be paid to employees performing construction work on the project whether they are employed by the prime contractor, a filed sub-bidder, or any sub-contractor.
- All apprentices working on the project are required to be registered with the Massachusetts Department of Labor Standards, Division of Apprentice Standards (DLS/DAS). Apprentice must keep his/her apprentice identification card on his/her person during all work hours on the project. An apprentice registered with DAS may be paid the lower apprentice wage rate at the applicable step as provided on the prevailing wage schedule. **Any apprentice not registered with DLS/DAS regardless of whether or not they are registered with any other federal, state, local, or private agency must be paid the journeyworker's rate for the trade.**
- The wage rates will remain in effect for the duration of the project, except in the case of multi-year public construction projects. For construction projects lasting longer than one year, awarding authorities must request an updated wage schedule. Awarding authorities are required to request these updates no later than two weeks before the anniversary of the date the contract was executed by the awarding authority and the general contractor. For multi-year CM AT RISK projects, awarding authority must request an annual update no later than two weeks before the anniversary date, determined as the earlier of: (a) the execution date of the GMP Amendment, or (b) the execution date of the first amendment to permit procurement of construction services. Contractors are required to obtain the wage schedules from awarding authorities, and to pay no less than these rates to covered workers. The annual update requirement is not applicable to 27F “rental of equipment” contracts.
- Every contractor or subcontractor which performs construction work on the project is required to submit weekly payroll reports and a Statement of Compliance directly to the awarding authority by mail or email and keep them on file for three years. Each weekly payroll report must contain: the employee’s name, address, occupational classification, hours worked, and wages paid. Do not submit weekly payroll reports to DLS. A sample of a payroll reporting form may be obtained at <http://www.mass.gov/dols/pw>.
- Contractors with questions about the wage rates or classifications included on the wage schedule have an affirmative obligation to inquire with DLS at (617) 626-6953.
- Employees not receiving the prevailing wage rate set forth on the wage schedule may report the violation to the Fair Labor Division of the office of the Attorney General at (617) 727-3465.
- Failure of a contractor or subcontractor to pay the prevailing wage rates listed on the wage schedule to all employees who perform construction work on the project is a violation of the law and subjects the contractor or subcontractor to civil and

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
<b>School Bus</b>						
School Bus Driver	10/01/2017	\$22.21	\$-	\$0.00	\$0.00	\$22.21
<i>SCHOOL BUS - 1363 BONANZA</i>	04/01/2018	\$22.49	\$-	\$0.00	\$0.00	\$22.49
	10/01/2018	\$22.77	\$-	\$0.00	\$0.00	\$22.77
	04/01/2019	\$23.06	\$-	\$0.00	\$0.00	\$23.06

Additional Apprentices Information:

Minimum wage rates for apprentices employed on public works projects are listed above as a percentage of the pre-determined hourly wage rate established by the Commissioner under the provisions of the M.G.L. c. 149, ss. 26-27D. Apprentice ratios are established by the Division of Apprenticeship Training pursuant to M.G.L. c. 23, ss. 11E-11L.

All apprentices must be registered with the Division of Apprenticeship Training in accordance with M.G.L. c. 23, ss. 11E-11L.

All steps are six months (1000 hours.)

Ratios are expressed in allowable number of apprentices to journeymen or fraction thereof, unless otherwise specified.

\*\* Multiple ratios are listed in the comment field.

\*\*\* APP to JM; 1:1, 2:2, 2:3, 3:4, 4:4, 4:5, 4:6, 5:7, 6:7, 6:8, 6:9, 7:10, 8:10, 8:11, 8:12, 9:13, 10:13, 10:14, etc.

\*\*\*\* APP to JM; 1:1, 1:2, 2:3, 2:4, 3:5, 4:6, 4:7, 5:8, 6:9, 6:10, 7:11, 8:12, 8:13, 9:14, 10:15, 10:16, etc.

AGREEMENT  
BETWEEN THE  
WAREHAM SCHOOL COMMITTEE  
AND  
LOCAL 30, STATE COUNCIL #93, AMERICAN FEDERATION OF  
STATE, COUNTY, AND MUNICIPAL EMPLOYEES, AFL-CIO  
(Bus Drivers)

August 1, 2016 – July 31, 2019

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RULES AND PERSONAL CONDUCT

TRANSPORTATION DEPARTMENT EVALUATION

This Agreement made and entered into by and between the Wareham School Committee, hereinafter called the "COMMITTEE", and Local 30, State Council #93, American Federation of State, County, and Municipal Employees, AFL-CIO, hereinafter called the "UNION".

**ARTICLE I - RECOGNITION**

The Committee recognizes the Union for the purpose of collective bargaining with respect to wages, hours and other conditions of employment and the negotiation of any collective bargaining agreements and any questions arising thereunder as the exclusive bargaining agent and representative for all full time and regular part-time bus drivers employed by the Wareham School Committee, excluding the transportation manager and all managerial, confidential, casual and other employees. (MCR #3865)

**ARTICLE II - MANAGEMENT RIGHTS**

Except as otherwise expressly relinquished or modified by provisions of this Agreement, the Committee retains all rights which it would have in the absence of such agreement. Without limiting the generality of the foregoing and by way of example and not of limitation, such rights include the exclusive right to set its policy; to manage its business, to direct the working forces, to determine the number of its employees at any time, to determine the qualifications for and to select its employees, to assign employees to jobs, to increase and decrease the working forces, to determine the work content of jobs, to determine the hourly, daily, and weekly schedule of work, to determine the methods, processes, and means of accomplishing work, and to enforce discipline for violation of rules and other misconduct and to suspend or discharge its employees for just cause. Any federal and state laws applicable to school bus drivers which are inconsistent with the collective bargaining agreement will supersede the collective bargaining agreement.

**ARTICLE III - SALARY**

The Committee and the Union agree that any driver regularly working more than twenty hours per week on runs to and from the normal day of school for Wareham students will be offered the Wareham School Department medical and dental package.

If twelve or more drivers become eligible and subscribe to full-time benefits, the Superintendent may bundle the routes in such a way to include a.m., mid-day, and p.m. (regular and sped) buses. The actual route assignments will be formulated by the Transportation Manager in consultation with the union steward and may be augmented or changed during the year to include new or additional stops as they are developed to meet the needs of the school district. All runs including new or additional runs, which are developed during the year, will be bid according to Article VII, Section C.

- A. Bus/Van Drivers:  
Effective August 29, 2016  
Rate for all regularly scheduled school runs

	<u>Option 1 (No Set Aside Summer Pay)</u>	<u>Option 2 (With Set Aside Summer Pay)</u>
Step 1	\$25.00 per hour	\$23.00 per hour
Step 2	\$26.00 per hour	\$24.00 per hour
Step 3	\$27.00 per hour	\$25.00 per hour

See Section B on set aside pay and the difference between Option 1 and Option 2.

The contract will be re-opened for negotiations of pay rates only for the second and third years of the contract (effective August 1, 2017 and August 1, 2018 respectively).

Rate for all additional runs

This includes, for example, the late bus, CARE and after school programs, Athletics, Field Trips, etc.

Step 1	\$23.00 per hour
Step 2	\$24.00 per hour
Step 3	\$25.00 per hour

**B. Set-Aside - Summer Pay**

For regularly scheduled school runs only, all bus drivers may choose between the options below. Unless the driver informs the transportation office, it will be assumed that they have opted for Option 2.

**Option 1:** receive a higher hourly rate (see Section A) for regularly scheduled school runs and receive NO additional payment at the end of the school year.

**Option 2:** receive the standard hourly rate (see Section A) for regularly scheduled school runs and receive 'summer pay' to be paid at the conclusion of each year of this Agreement. Summer pay will be calculated on a per day basis, or fraction thereof, for Bus/Van drivers work during the preceding school year on their regular schedule, at the following rate:

<b>Step</b>	<b>Daily Rate</b>
Step 1	\$ 9.53
Step 2	\$ 9.90
Step 3	\$10.12

All staff will receive the same hourly rates per step for additional runs (see Section A).

**C. Waiting Time**

Waiting time shall be paid at the driver's regular hourly rate. Waiting time for the purposes of this Agreement shall mean that period of time the Bus/Van Drivers are not actually driving while on an Extra Trip assignment.

**D. Extra Trips**

"Extra Trips" for the purposes of this Article shall mean those trips, which are not part of the scheduled trips on which students are transported to and from the schools in the Town of Wareham and to and from Special Education placement.

"Extra Trips" will be assigned on a rotating basis by seniority starting at the top of the list for each rotation, with permanent full-time bargaining unit employees being called first. There will be a system-wide seniority list for this purpose, which shall state the license held and the runs for which the employee will be qualified to take.

Employees who refuse an "Extra Trip" assignment shall be placed at a place on the list in the same manner as if they had accepted the assignment.

Employees who are unable to perform an "Extra Trip" assignment because of illness or an assignment by the Committee shall not be treated as having accepted said assignment.

If an "Extra Trip" conflicts with a regular run and there is no substitute available to fill the trip but the substitute is able to fill the regular run and there is a bus available, the trip will be put out to the bargaining unit before giving to a substitute or outside firm.

If a field trip is cancelled with less than twenty-four hours notice, the driver will be compensated with two (2) hours pay.

#### E. Special Runs

All runs will be called out by the seniority list. The seniority list will start at the top for each rotation. Late bus runs shall be called out once at the beginning of the school year or once the need is known. Academic after-school programs will be rotated for each session that is run.

#### F. Delayed Openings

In the event that there is a delayed school opening of one hour or more, the school bus drivers will be compensated for one additional hour resulting from said delayed opening.

#### G. Shop Work

Seat repair, inspections, cleaning, etc., will be posted and filled by seniority and subject to evaluation criteria to be worked out.

Drivers will not be required to clean blood borne pathogens or any bodily fluids from their bus. Management will be responsible for the removal and clearing of ice and snow from the roof of buses.

#### H. Mid-Day Kindergarten Run

The mid-day kindergarten and pre-k run will be equal to two (2) hours.

#### I. Late Buses Run

The 3:30 p.m. Middle/High school late bus run will increase from one hour and fifteen minutes to one hour and thirty minutes.

#### J. Double Run

Each driver helping to fill an absent driver's run will be paid an additional five (\$5.00) dollars for each additional run.

L. The school year shall consist of 180 days, which shall be paid days. In the event the Department of Education exempts this requirement, drivers will be assigned to other related duties.



M. Shuttle Bus Runs

The following shuttles are now to be paid thirty minutes:

- Minot/East
- Minot/Hammond
- The High School sport shuttle will be compensated for (1/2) one-half hour at the employee's hourly wage.

N. Aide/Monitor

Drivers will be allowed to fill any aide/monitor positions that do not interfere with the drivers' normal bus runs. (Examples, but not limited to: CARE, late bus, mid-day runs, special education runs when days the Wareham schools are not in session if the regular monitor is not available). Employed drivers will be allowed to fill aide/monitor positions during the summer session. A driver on medical leave and has a doctor's clearance may be employed as a monitor. All drivers will be compensated at sixteen (\$16.00) dollars an hour.

- O. Management will track the number of times drivers are required to return to school for students. If a driver is required to return to school to fulfill an absent driver's run, compensation will be at the hourly rate.

**ARTICLE IV - HOLIDAYS**

A. An employee is eligible for holiday pay only if he/she works the regularly scheduled hours the day before and the day after such holiday. Employees covered by this agreement shall receive holiday pay for:

Year 1 of service: Veteran's Day, Thanksgiving Day and Christmas Day

Year 2 of service: Columbus Day, New Year's Day, Martin Luther King Day, and Memorial Day

If Labor Day occurs during the school year, drivers with five (5) years of seniority will receive the holiday.

B. Drivers will be paid for all hours that the driver would have performed on the day which the holiday falls.

C. Holiday pay shall be paid during the pay period during which it falls. Failure to meet the conditions set out in Section B will result in the appropriate deduction from the subsequent paycheck.

D. Employees who are required to work on a legal holiday or a Sunday in which school is not in session excluding Good Friday, will be paid at time and one half the employee's hourly rate for the work performed. For example, if the employee is driving a field trip, he/she will receive time and one half.

**ARTICLE V - FUNERAL LEAVE**

Employees covered by this Agreement may be granted up to five (5) days including the day of the funeral of the death of a member of the immediate family without loss of compensation, viz.; Immediate Family: spouse, child, parent, grandparent, sibling, grandchild, mother-in-law, father-in-law, step family and members of the immediate household residing in the member's home. One day of bereavement may be used for a more distant relative.

## **ARTICLE VI - MATERNITY LEAVE**

Employees covered by this Agreement shall be entitled to maternity leave pursuant to the provisions of Chapter 149, Section 105D.

## **ARTICLE VII - SENIORITY**

Section 1: Seniority as used herein shall mean an employee's continuous length of service in years, months and days in the employ of the Committee as a bus driver. Employment as a substitute bus driver or substitute van driver shall not be credited for seniority purposes.

Section 2: No employee shall accumulate seniority until the expiration of his/her probationary period (90 calendar days within the school year). During such period the employee shall be a probationary employee and may be discharged by the Committee and such discharge shall not be subject to the Grievance and Arbitration Procedure of this Agreement. After completion of the probationary period and having become permanent, an employee shall be credited with seniority from ninety-first (91st) date of hire.

Section 3: An employee shall forfeit accumulated seniority in each of the following events:

- a. He/She voluntarily resigns;
- b. He/She is discharged for just cause;
- c. He/She fails to report to work for (2) two consecutive days, upon which he/she is scheduled to work, without notifying the Committee and obtaining an excuse from work, unless there are extenuating circumstances satisfactory to the Committee. It is the responsibility of the employee to notify the Transportation Department prior to the start of his/her shift if he/she will not be reporting to work on that day;
- d. No employee shall lose his/her seniority through illness or accident nor shall his/her continuity of employment be changed for that reason, unless such employee is absent for a period exceeding one (1) year. This period may be extended by the Committee without loss of seniority by the employee.

Section 4:

- A. Scheduled runs on which students are transported to and from school will be distributed in accordance with seniority. A list of runs will be made available to the union two (2) to three (3) days prior to the meeting at which all runs are bid. All 7D and out of district runs that come in within 14 days of the commencement of the school year will be bid out by seniority. All full time employees who attend the meeting in which routes are bid will be compensated at their regular hourly rate for this meeting up to a minimum of 1 hour to a maximum of 3 hours. Management will notify drivers by the last day of the school year of the date for the driver's bid meeting for the upcoming school year. Upon completion of the bidding process, union drivers will remain with bid runs for the entire school year, unless the superintendent deems special circumstances have arisen, then after consultation with the Union, the process for posted runs will prevail. Otherwise management will not have the right to remove or displace union drivers from their bid runs.
- B. When the manager calls a meeting, employees will be paid a minimum of one (1) hour and a maximum of three (3) hours at the regular run rate.
- C. All vacant runs are to be posted within three (3) days of the driver's resignation. Should any new or existing runs become available and/or any modified runs become available after the commencement of the school year, the Transportation Manager will post the run for three (3)

working days following the Manager's notice of vacancy. The Manager will announce the vacancy over the radio (per the seniority list) on the day prior to the start of the posting period. Applicants for the vacancy will sign up in the Transportation Office within the three (3) day period specified on the posting. A copy of the posting will be sent to the union steward. Vacancies will be filled by seniority and the ability to fill the run as soon as required by the Manager. Any applicant who can obtain the specified qualifications for the position included in the posting, within the time limit, will be considered. There will be only one transfer request honored when a run becomes available after the commencement of the school year. Once the available run is filled, the Manager will fill the remaining run, by first offering the run on the basis of seniority to employees who are assigned to work less than 3.92 hours per day or 19.6 hours per week. If the runs are not filled by said employees, the Manager may fill these runs in his discretion. In the event that specific training is required for a run, when the run is posted, the posting will include the specific qualifications and training. Special training for CPR/Wheelchair operation will be offered annually in the spring. The transportation provided in the student's IEP will be considered one run unless modified by the Director of Special Education.

D. A two week notice of resignation is required in order to leave in good standing.

E. Drivers will be paid for work, which is over and above the normal shift.

Section 5: In the event a regularly scheduled run is discontinued, the displaced driver will be assigned the run of the driver with an equivalent number of hours who has been reduced in force in accordance with Article IX for the remainder of the school year.

#### **ARTICLE VIII - DUTIES**

Employees covered by this Agreement are responsible for driving, supervising passengers and the cleaning maintenance of the interior of the bus.

#### **ARTICLE IX - REDUCTION IN FORCE**

Section 1: In the event it becomes necessary for the Committee to reduce the number of employees in the bargaining unit, the procedures set forth in this Article will govern the layoff and recall of employees who are affected by any such reduction.

Section 2: In determining which of its employees are to be laid off to accomplish any such reduction in force, employees will be laid off in the order of their seniority. Those with the least seniority are to be laid off first. In cases involving identical seniority, lots will be drawn by said employees to determine seniority.

Section 3: Any employee whose employment is so terminated will be considered for re-employment by the Committee in the inverse order of the layoff during a period of one (1) year from the effective date of the layoff, if he/she informs the Superintendent in writing at the time of the layoff of the desire to be so considered.

Section 4: An employee who is re-employed by the Committee within said one (1) year period after the layoff of his/her employment under the provisions of this Article shall have restored to him/her any benefits to which he/she was then entitled.

Section 5: The provisions of this Article shall not apply to the termination of an employee for

any reason other than the reasons specified in paragraph one hereof.

## **ARTICLE X - GRIEVANCE AND ARBITRATION PROCEDURE**

A. Definition: For the purpose of this Agreement, a grievance shall be defined as a dispute between a member of the bargaining unit covered by this Agreement or the Union and the Committee over the interpretation or application of an express written provision of this Agreement.

B. Procedure: Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement in writing. The grievance shall be presented to the immediate supervisor in writing and shall include:

1. A clear statement of the grievance;
2. Reference to the specific provision or provisions of the Agreement allegedly violated;
3. The specific remedy requested.

1. Level One - An employee covered by this Agreement who has a grievance shall file the grievance with his/her immediate supervisor either personally or through the appropriate Union representative within five (5) working days from the date on which the incident giving rise to the grievance has occurred or when the employee should have known of such incident.

2. Level Two - If the grievant is not satisfied with the disposition of the grievance at Level One, or if no decision has been rendered within ten (10) working days after presentation of the grievance, said grievant and/or the Union may appeal to the Superintendent or his/her designee within ten (10) working days next following the presentation of the grievance at Level One. Within ten (10) working days after receipt of the written grievance by the Superintendent, he/she or his/her designee shall confer with the grievant.

3. Level Three - If the grievant is not satisfied with the decision of the Superintendent, or his/her designee, or if no decision has been rendered within ten (10) working days after the conference, an appeal may be made to the Committee by the grievant within ten (10) working days next following the conference with the Superintendent, or his/her designee. Such appeal shall be in writing, setting forth the details of the grievance, the applicable provisions of the Agreement and the decision, if any, rendered under Level Two. The Committee shall confer with the grievant and/or the appropriate representative of the Union, if any, at an executive session at a regularly scheduled meeting next following receipt of the written appeal.

4. Level Four - If the grievant is not satisfied with the decision of the Committee or if no decision has been rendered after the regularly scheduled meeting of the Committee next following the conference, the Union may, within thirty (30) calendar days next following said regularly scheduled meeting, submit the grievance to arbitration as provided in this Agreement.

### **Arbitration:**

The services of the Labor Relations Connection of East Sandwich, Massachusetts or the Massachusetts Division of Labor Relations shall be utilized for the purpose of arbitration of disputes over the interpretation or application of the terms of this Agreement.

The decision of the arbitrator shall be final and binding on the parties and the arbitrator shall be

requested to issue his/her decision within thirty (30) calendar days after the conclusion of testimony and argument.

The expense, if any for the arbitrator's services and the proceedings shall be borne equally by the Employer and the Union. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record and makes copies available without charge to the other party and to the arbitrator.

Grievances involving disciplinary action shall be processed beginning at the third (3rd) step. If the case reaches arbitration, the arbitrator shall have the power to direct a resolution of the grievance up to and including restoration to the job with all compensation and privileges that would have been due the employee.

The arbitrator shall not have the right, or authority, to alter, amend or change the provisions of this Agreement.

## **ARTICLE XI - PROBATION, DISCIPLINE AND DISCHARGE**

The Superintendent retains the right to discipline and/or discharge employees for just cause. Any employee who alleges that he/she has been dismissed, suspended or otherwise disciplined unjustly may use the grievance procedure. (See attached Rules and Personal Conduct for Transportation Employees")

## **ARTICLE XII - MISCELLANEOUS**

### **Section 1: Access to Premises**

The Committee agrees to permit, with the permission of the Superintendent and/or his representative, representatives of the American Federation of State, County and Municipal Employees, AFL-CIO, and/or Council #93 and/or Local 30 union stewards to enter the premises at any time for individual discussion of working conditions with employees, provided care is exercised by such representatives that they do not interfere with the performance of duties assigned to the employees.

### **Section 2: Union Representatives**

It is mutually agreed that the Union, upon signing this Agreement or as soon as possible thereafter will serve upon the Committee written notice which will list the Union's authorized representatives who will deal with the Committee and make commitments for the Union generally. Any change of the Union's authorized representatives on the list required by this section shall be given to the Committee in writing immediately after such changes are made. The steward of the Local unit will be allowed (1) one day annually to attend conventions, seminars and bus conferences at no loss of pay.

### **Section 3: License and Medical Examination**

Bus Drivers/Mechanics will be reimbursed for the renewal of their DPU Bus Drivers certificate.

The employer will make available a free physical to be provided by the school designated medical center. If the employee chooses to obtain a routine physical without lab tests elsewhere, he/she will be reimbursed up to \$50.00 (or an amount equal to what the Committee pays its medical center) contingent upon submittal of proper documentation.

**Section 4: Re-certification**

Employees covered by this Agreement must attend the Wareham School Department's eight hour recertification course. Employees will be paid for all required recertification hours, up to eight (8) hours a year. Mechanics may participate in the (8) eight hour recertification class with the Transportation Manager's approval. No additional compensation will be provided to mechanics for their participation during their normal working hours.

**Section 5: Inter-Office Memos**

Inter-office memos are to be distributed in employee mailboxes, except confidential items which will be hand delivered.

**Section 6: Drug Testing**

All employees shall comply with the present and future federally mandated drug and alcohol testing requirements for school bus drivers as dictated by state and/or federal agencies. Failure to comply with this requirement and/or failure to pass the test could result in immediate termination. The driver will be notified that he/she is being tested for reasonable suspicion. If a driver is called back from home for a test, the driver will be compensated at time and one half. Drug testing will begin at 8:30 a.m. and each driver called for testing will be compensated for a minimum of one hour.

**Section 7: Worker's Compensation Pay**

When employees are absent from work as a result of a personal injury incurred during the course of their duties, the Committee will make up the difference between the employees worker's compensation benefits and their regular salary by allowing the employees to utilize their sick days.

**Section 8: CDL Licenses**

Employees will be reimbursed for CDL class license at the cost every time it is renewed.

**Section 9: Contract**

All employees will receive a signed contract within sixty (60) days of ratification by both parties.

**ARTICLE XIII - UNION DUES**

Employees shall tender the initiation fee, if any, and monthly membership dues by signing the authorization dues form. During the life of this Agreement and in accordance with the terms of the form of authorization of check-off of dues hereinafter set forth, the employer agrees to deduct Union membership dues levied in accordance with the constitution of the Union from the pay of each employee who executes or has executed such form and remit the aggregate amount to the Treasurer of the Union along with a list of employees who have had said dues deducted. Such remittance shall be made by the 10th day of the succeeding month.

The Union hereby agrees to indemnify the Employer and hold it harmless from any and all claims, liabilities or costs which may arise out of the enforcement of this Article.

Agency Service Fee: Each employee in the Bargaining Unit shall, as a condition of employment, pay to the Union, the exclusive Bargaining Agent and Representative, an amount of money equal to the employee's pro rata share of the collective bargaining, contract administration and grievance administration costs borne by the Union, in accordance with M.G.L. Chapter 150E, Section 12.

Afscme PEOPLE: The Employer agrees to deduct from the wages of any Employee who is a member of the Union a PEOPLE deduction as provided for in a written authorization. Such authorization must be executed by the Employee and may be revoked by the Employee at any time by giving written notice to both the Employer and Union. The Employer agrees to remit any deductions made pursuant to this provision promptly to the Union together with an itemized statement showing the name of each Employee from whose pay such deductions have been made and the amount deducted during the period covered by the remittance.

#### **ARTICLE XIV - LONGEVITY**

A. Employees who have completed five (5) years of service as a full-time employee shall receive One hundred fifty dollars (\$150.00) to be distributed at the conclusion of the school year. Employees who have completed ten years of service as a full-time employee shall receive Two hundred fifty dollars (\$250.00) and after twenty (20) years of service, employees will receive an additional one hundred (\$100.00) dollars for a total of (\$350.00). Employees must be in a pay status to receive longevity. A pro rata longevity will be made for each day in a pay status, including approved worker's compensation leave, based on 180 days.

B. Employees who have perfect attendance for sixty (60) consecutive school days shall be compensated at \$140.00.

If a driver has perfect attendance for the entire school year, he/she shall receive an additional payment of \$140.00.

Time may not be carried over from one school year to the next. It will be the employee's responsibility to keep track of his/her own attendance and to submit the proper paper work. It is agreed as a one-year pilot that if record keeping problems involving 10% of employees prevent this from being administered properly, the Committee may switch to three (3) uniform sixty (60) day periods.

C. After three (3) years of safe service with no accidents (where the driver was cited for fault), the employee will be awarded a jacket or sweatshirt with Wareham School Logo. In a year that an employee has a safe driving record that employee will be awarded fifty (\$50.00) dollars. However, the Committee and Union agree to form a group to work out details and define safe driving.

#### **ARTICLE XV - EVALUATIONS**

The bus and van drivers shall be evaluated annually by the Transportation Manager.

Said evaluation shall be in writing and the employee shall sign to acknowledge that he/she has had the opportunity to review the evaluation, with the express understanding that such signature in no way indicates agreement with the report. When the employee meets with the Transportation Manager to discuss the evaluation, he/she may, at the employee's discretion, request that the Shop Steward be present at said meeting. Employees will be compensated 1 hour.

The employee may respond in writing, said writing to be placed with the evaluation in the employee's personnel file.

**ARTICLE XVI – PERSONAL DAYS & SICK LEAVE – SICK BANK**

- A. Employees will receive (1) one personal day for the first year of service. Employees will receive (1) one additional personal day in the third year of service. Personal days will not interfere with obtaining perfect attendance. Employees may request personal days in (1/2) one-half day increments.

An employee may buy back one personal day if no personal days are used within the 180 day work period. This benefit is only available to employees with three (3) or more years of service. Personal days are to be paid at all hours the employee would have worked for the day.

- B. Sick Days:
  - First Year Drivers (1) one day
  - Second Year Drivers (2) two days
  - Third Year Drivers (3) three days
  - Fourth Year Drivers (4) four days
  - Fifth Year Drivers (5) five days
  - After (10) ten years (8) eight days

Days may not accumulate from year to year. The School Committee reserves the right to require appropriate certification in instances of suspected sick leave abuse. Sick days are to be paid at all hours the employee would have worked for the day.

**Sick Bank:**

Purpose: the Sick Bank has been established to assist eligible employees suffering from long term serious illness or injury.

- I.
  - 1) Eligible drivers with five or more years of service in Wareham wishing to be members of the Sick Bank shall contribute one sick day.
  - 2) Employees will be able to personally accrue unused sick days, per school year, into a personal account, starting in the fifth year of service. In order to accrue sick time, that is not used each year, the employee must add one day of unused sick time to the general sick bank each year. Personal sick days can accrue up to seventy-five (75) days in the sick bank.
  - 3) If the Bank drops below one hundred days as of September 30 of any year, each member must contribute one sick day to remain eligible.
- II. The Sick Bank shall be administered by a joint committee consisting of the following: two (2) bus driver members appointed by the Union, one (1) School Committee Member and one (1) Administrator appointed by the Superintendent, and the Superintendent or his designee acting as clerk. Decisions of the committee are non grievable. A tie vote will go the Union. The Union Steward is to be notified of all sick bank decisions within 48 hours.
- III. Eligible members who have used all sick and personal leave may apply in writing to the sick bank committee stating the nature of their disability and their anticipated date of recovery. A medical doctor's letter confirming the disability and anticipated period of recovery must accompany the application.
- IV. The minimum number of sick days that can be granted for a single disability shall be five (5) days and the maximum number of days may not exceed fifteen (15) days unless the applicant driver has donated more than fifteen (15) days. In such cases the maximum will be increased to be equal to the total number of days donated by the driver upon approval of the sick bank committee.
- V. Upon retirement, the employee will be paid for up to twenty-five (25) unused



sick days from their personal accrued sick bank time. To qualify for this pay, the employee must have accrued time and will present a two (2) week notice of retirement in writing to the Superintendent and have twenty (20) years of service as an employee. The accumulated sick leave days will be calculated at the hourly rate of the final year of employment, for all hours worked; and paid in a lump sum no later than fifteen (15) days after the effective date of retirement of employment. In the event of the death of the employee, all severance benefits the employee would have received upon retirement will be promptly distributed to their estate.

- VI. The Sick Bank Committee will review the current sick bank arrangements and report back to the Superintendent and Union on any recommendations for changes.

#### **ARTICLE XVII - LEAVES OF ABSENCE**

Driver request for temporary leave of up to five (5) days for drivers with three (3) or more years of service will be considered on an individual basis. Requests for temporary leave must be submitted to the Manager of Transportation, except in emergency situation, at least twenty (20) working days in advance of the requested date(s) to take temporary leave. The Manager of Transportation shall make a recommendation to the Superintendent. Temporary leave may be granted upon the approval of the Superintendent or his/her designee.

#### **ARTICLE XVIII - WAIVER OF NEGOTIATIONS**

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understanding and Agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Committee and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this Agreement, even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement.

#### **ARTICLE XIX - DURATION**

This Agreement and the provisions hereof shall be effective as of August 1, 2016, unless otherwise specifically noted and shall continue in full force and effect through and including July 31, 2019, and shall continue from year to year thereafter until and unless terminated or changed by the parties hereto.

Either of the parties to this Agreement desiring to terminate this Agreement after July 31, 2019, or to change any of the provisions hereof shall notify the other party, in writing, that said party wishes to terminate or change on or before December 1, 2018, or on or before December 1st of any year thereafter. In the event that there is no written notice to terminate, then this Agreement shall continue until altered, changed or amended by mutual agreement of the parties.

**ARTICLE XX - DRIVING INSTRUCTORS**

- A. Year 1 \$25.00 per hour
- Year 2 Open for discussion
- Year 3 Open for discussion

B. Driving Instructors will be reimbursed for approved workshops.

C. School Department designated Driving Instructors will be reimbursed for the cost of their training certificates.

IN WITNESS WHEREOF, THE SCHOOL COMMITTEE OF THE TOWN OF WAREHAM, has caused this Agreement to be signed in its name and behalf, by its Chairman, and the AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES, AFL-CIO, STATE COUNCIL 93, LOCAL 30, has caused this Agreement to be signed in its name and behalf by its Union Representative and Negotiating Committee this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

WAREHAM SCHOOL COMMITTEE

AFSCME COUNCIL 93, LOCAL 30

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Union Representative

\_\_\_\_\_  
Negotiating Committee



WAREHAM MIDDLE SCHOOL  
508-291-3550  
JOHN W. DECAS ELEMENTARY SCHOOL  
508-291-3530  
MINOT FOREST ELEMENTARY SCHOOL  
508-291-3555

**WAREHAM PUBLIC SCHOOLS**  
**Central Administration Offices**  
**48 Marion Road**  
**Wareham, Massachusetts 02571**  
**508-291-3500**

WAREHAM HIGH SCHOOL  
508-291-3510  
COOPERATIVE HIGH SCHOOL  
508-291-3510

## CORI REQUEST FORM

### SUBJECT INFORMATION (Please Print):

Position/Volunteer \_\_\_\_\_ School/Department \_\_\_\_\_

\_\_\_\_\_  
Last Name First Name Middle Name Suffix

\_\_\_\_\_  
Maiden Name (or other name(s) by which you have been known)

\_\_\_\_\_  
Date of Birth (MM-DD-YYYY) Place of Birth

\_\_\_\_\_  
Last Six Digits of Your Social Security Number: XXX-\_\_\_\_\_-\_\_\_\_\_

Sex: \_\_\_ Height: \_\_\_ft. \_\_\_in. Eye Color: \_\_\_\_\_ Race: \_\_\_\_\_

\_\_\_\_\_  
Driver's License or ID Number: \_\_\_\_\_ State of Issue: \_\_\_\_\_

\_\_\_\_\_  
Mother's Full Maiden Name Father's Full Name

### Current and Former Addresses (include current Mailing Address if different):

Current: \_\_\_\_\_  
Street Number & Name City/Town State Zip

Former: \_\_\_\_\_  
Street Number & Name City/Town State Zip

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The above information was verified by reviewing the following form(s) of government issued identification:

### VERIFIED BY:

\_\_\_\_\_  
Name of Verifying Employee (Please Print)

\_\_\_\_\_  
Signature of Verifying Employee



WAREHAM MIDDLE SCHOOL  
508-291-3550  
JOHN W. DECAS ELEMENTARY SCHOOL  
508-291-3530  
MINOT FOREST ELEMENTARY SCHOOL  
508-291-3555

**WAREHAM PUBLIC SCHOOLS**  
**Central Administration Offices**  
**48 Marion Road**  
**Wareham, Massachusetts 02571**  
**508-291-3500**

WAREHAM HIGH SCHOOL  
508-291-3510  
COOPERATIVE HIGH SCHOOL  
508-291-3510

**CRIMINAL OFFENDER RECORD INFORMATION (CORI) ACKNOWLEDGEMENT FORM**  
TO BE USED BY ORGANIZATIONS CONDUCTING CORI CHECKS FOR EMPLOYMENT, VOLUNTEER,  
SUBCONTRACTOR, LICENSING, AND HOUSING PURPOSES

The Wareham Public Schools is registered under the provisions of M.G.L. c. 6, § 172 to receive CORI for the purpose of screening current and otherwise qualified prospective employees, subcontractors, volunteers, license applicants, current licensees, and applicants for the rental or lease of housing.

As a prospective or current employee, subcontractor, volunteer, license applicant, current licensee, or applicant for the rental or lease of housing, I understand that a CORI check will be submitted for my personal information to the DCJIS. I hereby acknowledge and provide permission to the Wareham Public Schools to submit a CORI check for my information to the DCJIS. This authorization is valid for one year from the date of my signature. I may withdraw this authorization at any time by providing the Wareham Public Schools with written notice of my intent to withdraw consent to a CORI check.

FOR EMPLOYMENT, VOLUNTEER, AND LICENSING PURPOSES ONLY: The Wareham Public Schools may conduct subsequent CORI checks within one year of the date this Form was signed by me provided, however, that the Wareham Public Schools must first provide me with written notice of this check.

By signing below, I provide my consent to a CORI check and acknowledge that the information provided on Page 2 of this Acknowledgement Form is true and accurate.

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SIGNATURE

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DATE

Wareham Public Schools													
Transportation Vehicles Available													
ID	VIN NO.	N/U	PLATE NO.	MAKE	MODEL	YEAR	PRICE	DATE IN	GVW	PASS	REG	RG/SPD	MILEAGE
B01	1BAKGCPA7BF278392	N	SB18814	BLUEBIRD	BBCV3310	2011	\$78,772.00	3/19/2010	31000	77	06/2017	REG	84,068
B02	4DRBUC8N6HB043929	N	SB40161	IC	CE	2017	\$79,100.00	7/20/2016	29800	77	06/2018	REG	18,054
B03	4DRBUC8N0JB522207	N	SB42685	ICRP	3000	2018	\$81,500.00	12/29/2016	29,800	77	06/2018	REG	12,785
B05	4DRBUC8N2JB522208	N	SB42700	ICRP	3000	2018	\$81,500.00	12/29/2016	29,800	77	06/2018	REG	10,875
B06	4DRBUC8N2HB043930	N	SB40160	IC	CE	2017	\$79,100.00	7/20/2016	29800	77	06/2018	REG	20,424
B07	4DRBUC8N4HB043931	N	SB40159	IC	CE	2017	\$79,100.00	7/20/2016	29800	77	06/2018	REG	19,335
B08	4DRBUC8N6HB043932	N	SB40164	IC	CE	2017	\$79,100.00	7/20/2016	29800	77	06/2018	REG	16,224
B18	4DRBUC8N0HB043926	N	SB40152	IC	CE	2017	\$79,100.00	7/20/2016	29800	77	06/2018	REG	15,847
B19	4DRBUC8N2HB043927	N	SB40151	IC	CE	2017	\$79,100.00	7/20/2016	29800	77	06/218	REG	15,067
B22	4DRBUC8N4HB043928	N	SB40150	IC	CE	2017	\$79,100.00	7/20/2016	29800	77	06/2018	REG	12,497
B28	1BAKGCPA9BF278393	N	SB18816	BLUEBIRD	BBCV3310	2011	\$78,772.00	3/19/2010	31000	77	06/2017	REG	67,993