

# GARDNER PUBLIC SCHOOLS

70 Waterford Street  
Gardner, MA 01440

Transportation Sub-Committee Meeting  
Tuesday, February 4<sup>th</sup>, 2020  
Superintendent's Conference Room

## Minutes

Members Present: Mrs. Pelavin (Joined by phone call), Mr. Swartz, Mrs. Hurst (Acting Chair)

Members Absent: None

Others Present: Ms. Yu (Business Administrator), Mr. Mark Pellegrino, Superintendent, Ms. Boivin (Accounts Payable Clerk)

The meeting was called to order at 10:04am by Ms. Hurst, the acting Chair.

Mr. Pelavin made a motion and Mr. Swartz seconded to approve the 12/11/19 meeting minutes. The motion passed unanimously.

Ms. Yu provided the Committee with copies of the 3 bus bids we received on January 16<sup>th</sup>, 2020. The lowest bidder is NRT (North Reading Transportation) with a bid price of \$591,300 for the first 3 years. The Committee reviewed the packets and Ms. Yu answered their questions based on her research. NRT will provide Gardner Public Schools with 9 buses made in 2017 with low mileages. Ms. Yu shared with the Sub Committee the good references that 5 other school districts provided about NRT's transportation services. NRT merged with Van Pool in 2019, which means that they can provide Special Ed transportation as well.

Ms. Pelavin motioned and Mr. Swartz seconded to recommend accepting the NRT bid. Ms. Yu will notify the Purchasing Officer to start the contract process, and Ms. Yu will schedule a meeting with NRT and Transportation Sub Committee in late February or early March to work on the logistics.

Ms. Yu also provided the Committee with 3 transportation routing software proposals. NRT is using Transfinder software, which makes sense for the district to use the same vendor. The Committee is happy with the proposal that Transfinder provides. The routing will be efficient and the system will upgrade communications between district, parents and the Transportation company. Ms. Yu will contact Transfinder and the Tech Director to work on the implementation of the software.

## Adjournment

Mr. Swartz made a motion, seconded by Ms. Pelavin to adjourn. The motion passed unanimously. The meeting adjourned at 10:52am.