



LeRoy Services Center
 80 Munson Street
 LeRoy, New York 14482
 (585) 344-7900
 (585) 658-7900

**Genesee-Livingston-Steuben
 Wyoming Board of Cooperative
 Educational Services**

WWW.GVBOCES.ORG

- Alexander
- Attica
- Avon
- Batavia
- Byron-Bergen
- Caledonia-Mumford
- Dansville
- Elba
- Geneseo
- Keshequa
- LeRoy
- Letchworth
- Livonia
- Mount Morris
- Oakfield-Alabama
- Pavilion
- Pembroke
- Perry
- Warsaw
- Wayland-Cohocton
- Wyoming
- York

TRANSPORTATION SERVICES BID BID # 16581

**Documents Included:
 Legal Notice to Bidders
 Instructions to Bidders
 General Specifications
 Appendix A
 And
 Schedule 1 - Bid Forms Packet**

Bids to be Opened: June 30, 2026

Time: 9:30 am

**Place: Genesee Valley BOCES
 Cooperative Bidding
 80 Munson Street
 LeRoy, NY 14482**

Please note regarding Emergency Closing:

In the event that the LeRoy Services Center located at the address above is closed due to an emergency closing such as inclement weather, the bid opening will be held on the next business day at the same time noted in this bid; bids will be received until this time. However, emergency closings will not affect electronic bid submission date.

Vendor # _____
 (GVBOCES USE ONLY)

**Board of Cooperative Educational Services
Genesee-Livingston-Steuben-Wyoming Counties**

LEGAL NOTICE TO BIDDERS

The Board of Cooperative Educational Services of Genesee -Livingston-Steuben-Wyoming Counties in the Village of Le Roy, (In Accordance with Section 103 of Article 5 - A of General Municipal Law) hereby invites the submission of Sealed Bids for:

TRANSPORTATION SERVICES BID, BID # 16581

Copies of bid documents may be obtained through the Business Office located at 80 Munson Street, Le Roy, NY 14482, by faxing 585-344-7510, posted on the BidNet platform or our website: www.gvboces.org. Bid documents obtained from any other source are not considered official copies.

Sealed Bids are to be in the hands of: Christine Ceru, Purchasing Agent, Genesee Valley BOCES, 80 Munson Street, Le Roy, NY 14482, prior to 9:30 am on the June 30, 2026 at which time and place all bids will be publicly opened and publicly read.

The Board reserves the right to reject any and all bids.

By: Christine Ceru; Purchasing Agent

Date: June 16, 2026

**Board of Cooperative Educational Services
Genesee-Livingston-Steuben-Wyoming Counties**

INSTRUCTIONS TO BIDDERS

These instructions shall be part of the bid specifications. Failure to read and understand all the instructions and specifications in the bid will not exempt an awarded vendor from compliance with those instructions and specifications.

1. Read all bid documents contained in this package to ensure bid compliance.
2. Copies of bid documents may be obtained through the Business Office located at 80 Munson Street, Le Roy, NY 14482, by faxing 585-344-7510, posted on BidNet or our website: www.gvbooces.org. Bid documents obtained from any other source are not considered official copies.
3. All submitted documents shall remain the property of GV BOCES.
4. All submitted documents **must be completed in blue or black ink**.
5. All pages of the Bid Proposal must be returned in the bid packet. **If an item is not being bid, it must be marked either N/A or No Bid.** Failure to comply could result in rejection of bid.
6. **Notice: Any information hand written by the vendor that is not clear or legible, including pricing will not be considered.**
7. Facsimile, printed, or typewritten signatures are not acceptable.
8. Delivery/daily use will be at 27 Lackawanna Ave, Mt Morris, NY 14510
9. Prices given by the vendor in this bid document shall be binding for the following contract period; September 1, 2026 through June 30, 2028.
10. Each bidder must state that no officer of GV BOCES or member of the Board is directly or indirectly interested in the proposal. A BID PROPOSAL CERTIFICATIONS form is attached and becomes part of this bid proposal. Failure to sign this statement may constitute grounds for rejection of bid.
11. Complete the following forms included in the bid packet:
 - a. Company information
 - b. Bidder's Company Information
 - c. Bid Proposal Certification
 - d. Iran Divestment Act Certification
 - e. Bidder's Customer References
 - f. Bid Pricing Sheet and Detailed Specs
 - g. W-9 – Complete with signature and date
12. To submit a bid, return all the completed items listed in #11 above in a sealed envelope labeled with the bid title, bid number, bid opening date and time, bidder's name, and bidder's address to:

Genesee Valley BOCES
Attn: Christine Ceru; Purchasing Agent
80 Munson Street
LeRoy, NY 14482
13. **All bids received after the time stated in the Legal Notice to Bidders will not be considered and will be returned unopened to the bidder. The envelope will be marked with the date and time of receipt and returned to the vendor, unopened. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of GV BOCES. Whether sent by mail or by means of personal delivery, the bidder assumes responsibility for having the bid deposited on time at the place specified.**

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GENERAL SPECIFICATIONS

By signing and submitting this bid for consideration by Genesee Valley BOCES (hereinafter called 'GV BOCES'), the vendor acknowledges that they have read, understand and agree to all aspects of the specifications as presented, without reservation or alteration.

1. GENERAL BID CONDITIONS

- a. It shall be understood that a bidder may submit only one bid for each line item and only one bid package for award consideration. Submission of more than one bid per item or more than one bid package shall be deemed collusion and that all bids received from the submitting bidder shall be rejected. It shall also be understood that substitute items will be evaluated; however, only one substitute line item will be accepted per line item. Any additional substitute line items submitted will be rejected and not considered for bid award.
- b. No interpretation of the meaning of the specifications or other contract document will be made to any bidder orally. Every request for such interpretation shall be in writing, to the Purchasing Agent, not less than five (5) days prior to the date of the bid opening. Notice of any and all such interpretations and any supplemental instructions will be sent to all bidders of record by GV BOCES in the form of an addenda to the specifications. Any addenda so issued shall become part of the bid document.
- c. Bidder must insert the price per unit and the extensions against each item in the bid. In the event of a discrepancy between the unit price and the extension, the unit price will govern. Prices shall be extended in decimal, not fractions.
- d. GV BOCES does not offer or supply anyone with the list of vendors that have obtained a copy of the bid specifications or any cost estimates for a project prior to the opening of the bid. No exceptions are made to this policy.
- e. GV BOCES reserves the right to allow all municipalities, political sub-divisions of New York State and not-for-profit organizations authorized under the General Municipal Law of the State of New York to purchase any goods and/or services awarded as a result of this bid in accordance with the latest amendments to NYS GML 100-104. However, it is understood that the extension of such contract is at the discretion of the vendor and the vendor is only bound to any contract between the GV BOCES and the vendor.

Any necessary deviations from the bid specifications in the award of a participant contract, whether such deviations relate to quantities, or delivery points, shall be resolved between the successful bidder and the other municipalities, political sub-divisions of New York State or not-for-profit organizations.

- f. In accordance with New York State General Municipal Law, GV BOCES will not be liable for any purchases or contracts for goods or services for which funding is not available. As a result, the vendor agrees to hold GV BOCES harmless for any contracts let for which funding either does not currently exist, or for which funding has been removed prior to the issuance of a purchase order by GV BOCES.

Issuance of a purchase order by GV BOCES indicates that they currently have and have set aside adequate funds to procure the goods and services indicated in the purchase order or contract. Receipt of a resolution by their Board is not in and of itself a binding contract with GV BOCES.

Should it become necessary for GV BOCES to cancel a project or purchase after a purchase order has been issued, GV BOCES will only be liable for and the vendor agrees to only assess those financial damages that it can prove to have incurred as a result of the cancellation.

2. ACCEPTANCE OR REJECTION

- a. Any deviation from the adherence to these specifications may exclude the bidder from consideration. Your bid will be disqualified if you manipulate the pricing sheet in anyway. If there you have exceptions to your bid and additional sheet of paper is required to be added and sent in with your submission.

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- b. Awards will be made as soon as practical after bid opening. The Board reserves the right to reject or waive all informalities in any bid received, and to reject all bids and re-advertise if such procedure is in the best interest of GV BOCES. Bids offering terms other than those contained in the specifications may be rejected.

3. AWARD

- a. Various brand names that may be mentioned in these specifications are given to establish a standard of quality. It is not our intent to limit awards to any one brand, but rather to set a standard and establish a basis for equality. However please note, there may be item(s) that clearly are stated no substitutes will be accepted.
- b. If two or more bidders submit identical bids as to price, quality, etc., the decision of the Board to award a contract to one of such identical bidders shall be final.
- c. The successful bidder(s) shall supply all guarantees, service warranties and manuals where applicable.
- d. All regularly manufactured stock electrical items must bear the label of the Underwriters' Laboratories, Inc.
- e. Notice of Award shall be made to the successful bidder within ten (10) days from the date of the Board action.
- f. GV BOCES reserves the right to award by item, by sub-category, or by total, whichever is in their best interest.
- g. The award, if made, can be expected by August 12, 2026.

4. BID SECURITY

- a. If the supplies, materials or equipment are to be delivered over an extended period of time, or if the specifications so state, the successful bidder may be required to execute an agreement in relation to the performance of such contract. If the specifications so state, the successful bidder also may be required to furnish a performance bond equal to ten percent (10%) of the contract to guarantee faithful performance of such contract. Such performance bond shall be maintained in full force and effect until the contract has been fully performed. The surety company furnishing each performance bond shall be authorized to do business in the State of New York and must be satisfactory to GV BOCES.

5. CATALOG/WEBSITE INSTRUCTIONS

- a. Bidders must supply with their bid packet, one (1) copy of their current catalog(s) containing the specific items bid and/or access to their online catalog (including login/password if required). These will be used in the analysis of the bid submitted. Bidders who do not submit these required items may be considered non-responsive.

6. CONTRACT

- a. A contract may be canceled at the successful bidder's expense upon nonperformance of contract.
- b. Cancellation of contract for any reason may result in removal of the successful bidder's name from mailing lists for future proposals for an indeterminate period.
- c. It is mutually understood and agreed that the successful bidder shall not assign, transfer, convey, sublet, or otherwise dispose of the contract or right, title, or interest therein, or power to execute such

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contract, to any other person, company, or corporation, without the previous written consent of GV BOCES.

- d. Provided it is mutually agreeable between the vendor and GV BOCES the contract prices may be extended beyond the expiration date of the contract period.
- e. Unless otherwise specified, a notice to the successful bidder by the issuance of purchase orders along with the specifications and bid offer to the bidder will constitute and create a contract. The Board reserves the right to hold all bids for forty-five (45) days subsequent to the opening of bids for examination and consideration.
- f. A contract shall bind the successful bidder on their part to furnish and deliver at the prices and in accordance with the conditions of this bid. Contracts shall bind GV BOCES on its part to order from the successful bidder and to pay the contract prices for all items ordered and delivered.
- g. If the successful bidder fails to deliver within the time specified, or within reasonable time as interpreted by GV BOCES or fails to make replacement of rejected articles, GV BOCES may purchase from other sources to take the place of the item rejected or not delivered. GV BOCES reserve the right to authorize immediate purchase from other legally available sources against rejections on any contract when necessary.

7. EXCESSIVE DELAY

- a. It is expected that the delivery of items will be received by the ordering department within thirty (30) days from receipt of order by the vendor. If delivery by the vendor is delayed by more than fifteen (15) business days after the thirty (30) day delivery time frame, the ordering department reserves the right to terminate the order of any or all undelivered units.

8. INVOICES

- a. Invoices presented must be specific to the participant that issued the purchase order and must be accurate, noting Purchase Order number, name of item, item number, quantity shipped, bid pricing per unit and extended cost, and all credits due. Credits must reference original invoice. Early payment discount option should be noted on invoices. Inaccurate invoices will not be considered for payment until correct and payment terms will be applicable from the date the accurate invoice is received. Payment of invoices is the responsibility of the participant that issued the purchase order.

9. MINORITY AND/OR WOMEN-OWNED BUSINESS ENTERPRISE (MWBE) REQUIREMENTS

- a. GV BOCES, in an attempt to encourage and promote participation from all vendor sources, and in accordance with General Municipal Law 103, advertises our legal bid notices in the official newspaper(s) of GV BOCES. Furthermore, when dictated by a source of funding, GV BOCES will make every effort to meet any additional MWBE requirements of said funding sources. GV BOCES will take all necessary affirmative steps as outlined by the funding source to assure that minority businesses, women's business enterprises, and labor surplus area firms are solicited and used when possible.

10. NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS

- a. Please see Appendix A for Contract Provisions as outlined in the Code of Federal Regulations Title II Grants & Agreements, Chapter II, part 200, Subpart D, 200.326 Contract Provisions.

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11. PACKAGING AND DELIVERY

- a. Unless otherwise stated in the specifications, all items must be delivered into and placed at a point within the building as directed by the shipping instructions or the agent for the school district. The successful bidder will be required to furnish proof of delivery in every instance.
- b. All deliveries shall be accompanied by delivery tickets or packing slips. Ticket shall contain the following information for each item delivered:
 - i. Contract number and/or Purchase Order Number
 - ii. Description of item
 - iii. Item number (if applicable)
 - iv. Quantity
- c. Failure to comply with this condition shall be considered sufficient reason for refusal to accept the goods.
- d. The successful bidder shall be responsible for the delivery of items in good condition. If a delivery is not received in good condition, the receiving department will notify the successful bidder of the situation. The successful bidder agrees to remove and replace any visibly damaged cartons and all products found damaged upon opening or products that do not meet specifications. The successful bidder agrees to make good any discrepancies or errors found in receiving such as incorrect amounts, etc. Failure by the successful bidder to remove damaged or incorrect products within thirty (30) days of delivery will be regarded as abandonment and the department will have the right to dispose of said items as it sees fit.
- e. **No shipping, delivery, handling or fuel surcharges allowed.**
- f. Delivery must be made in accordance with the proposal and specifications. The total order is to be delivered to 8250 State Street Road, Batavia, NY 14020.
- g. Unloading and placing of the supplies is the responsibility of the successful bidder, and the department accept no responsibility for unloading and placing of supplies. Any costs incurred due to the failure of the successful bidder to comply with this requirement will be charged to them. No help for unloading will be provided by the GV BOCES and supplier should notify their truckers accordingly. All supplies will be unloaded adjacent to the drop-off point and inside the building.
- h. If the supplies, materials, or equipment cannot be received during the period of time specified, alternate delivery dates may be provided by specific itemization as noted on district purchase orders and will be honored by the successful bidder and GV BOCES.

12. PAYMENTS

- a. Orders will be processed for payment when all items on a purchase order have been received in good order. Per GV BOCES policy, no partial payments will be made.

13. PURCHASING

- a. Purchases made by GV BOCES are not subject to New York State sales tax or federal taxes. A letter from the New York State Department of Taxation and Finance detailing the tax status will be provided to awarded vendors upon request.

14. RETURNS

- a. If the item or items called for in these specifications are delivered and fail to meet specifications in any respect, the bidder will be notified and will arrange for their removal at no expense to GV BOCES. If items are not removed, arrangements will be made to have these items removed at the expense of the awarded vendor.

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15. ROYALTIES AND PATENT RIGHTS

- a. The successful bidder shall defend GV BOCES against all suits or claims for infringement of patent rights concerning materials delivered and shall save GV BOCES harmless from loss thereof.

16. SAVINGS CLAUSE

- a. The successful bidder shall not be held responsible for any delays caused by wars, acts of public enemies, strikes, fires, floods, acts of God, or for any other acts not within the control of the successful bidder and which, by the exercise of reasonable diligence, they are unable to prevent.

17. PIGGYBACKING PROVISION

- a. Genesee Valley BOCES Valley BOCES encourages and agrees to the successful bidder extending the pricing, terms, and conditions of this solicitation to other governmental entities, school districts, BOCES, and public agencies. Any purchases made by participating agencies under this provision shall be conducted directly between the participating agency and the Contractor. Genesee Valley BOCES assumes no legal, financial, or contractual responsibility for any transactions, obligations, or disputes arising from such purchases. The Contractor reserves the sole right to accept or decline requests from other agencies to utilize or "piggyback" on this contract

18. SUBSTITUTES

- a. GV BOCES reserves the right to accept reasonable substitutes for specified items as long as such substitutions in no way affect the performance of the item for which the bid has been requested. **It is the responsibility of the bidder to notify GV BOCES when offering such substitutions in the bid.**

19. SUPPORT CLAUSE

- a. An important component of any successful contract and bid is readily available support to deal with issues, concerns or problems. The inability of a potential bidder to comply with this requirement may result in disqualification of the potential bidder.

20. UNRESOLVED COMPLAINTS

- a. An awarded vendor and participant shall use best efforts to resolve any dispute between them. Both GV BOCES department and the awarded vendor will submit unresolved complaints in writing to the Genesee Valley BOCES bid coordinator within four (4) days of occurrence. The Coordinator will maintain a file of all complaints that are submitted from the department and vendor, including those resolved or unresolved. Genesee Valley BOCES reserves the right to consider these as part of a vendor performance evaluation.

21. GUARANTEES BY THE SUCCESSFUL BIDDER

- a. The successful bidder guarantees:
 - i. Products are guaranteed against defective material or workmanship and to repair or replace any damages or marring occasioned in transit.
 - ii. To furnish adequate protection from damage for all work and to repair damages of any kind for which successful bidder or successful bidder's employees are responsible.
 - iii. That the equipment/product delivered is standard, new, latest model of regular stock product or as required by specifications; also, that no attachment or part has been substituted or applied contrary to manufacturer's recommendations and standard practice.
 - iv. Every unit delivered must be guaranteed against faulty material and workmanship for a period of at least one-year from date of delivery. If during this period such faults develop, the successful bidder agrees to replace the unit or the part affected without cost to the GV BOCES.

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**Schedule 1 - Bid Forms Packet
TRANSPORTATION SERVICES BID
BID # 16581**

All forms included in Schedule 1 – Bid Forms Packet, are part of the bid instructions and need to be returned with your bid submission.

The following forms included in this bid forms packet must be completed and returned:

- Bidder's Company Information & Signature Page
- Bid Proposal Certification
- Iran Divestment Act Certification
- Bidder's Customer References
- Non-Bidders Response Form (only if applicable)
- W-9 – Complete with signature and date
- Pricing Bid Sheet
- Detailed Specification Sheet

Failure to read, understand and complete all the required forms may constitute grounds for rejection of bid.

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Bidder's Company Information

TRANSPORTATION SERVICES BID, BID # 16581

Please Print

Company Name: _____

Contact information for questions regarding the bid:

Name: _____

E-mail: _____ Phone: _____

Address where purchase orders should be mailed:

Attention: _____

Address: _____

City/State/Zip: _____

Can we e-mail purchase orders to you? Yes / No

If yes, please provide Email Address: _____

Contact information for questions surrounding an existing order:

Name: _____

E-mail: _____ Phone: _____

Name of Sales Representative: _____

E-mail: _____ Phone: _____

Standard Payment Terms: _____ Early Payment Terms: _____
(standard = Net 30 days) (list days and % discount)

If a unique reference number is required on the purchase orders as a result of this bid, please list it here: _____.

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BID PROPOSAL CERTIFICATIONS

Firm Name _____

Business Address _____

Telephone Number _____ Date _____

- I. General Bid Certification - The bidder certifies that he will furnish, at the prices herein quoted, the materials, equipment and/or services as proposed on this bid.

 - II. Non-Collusive Bidding Certification - By submission of this bid proposal, the bidder certifies that he is complying with Section 103-d of the General Municipal Law as follows:
 - 1. Statement of non-collusion in bids and proposals to political subdivision of the state: Every bid or proposal hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation, or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury: Non-collusive bidding certification:
 - (a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization under penalty of perjury, that to the best of knowledge and belief:
 - (1) The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
 - (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
 - (3) No attempt has been made or will be made by the bidder to induce any other person, Partnership or corporation to submit or not to submit a bid for the purpose of restricting competition."
 - (b) A bid shall not be considered for award nor shall any award be made where (a) (1) (2) and (3) above have not been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore. Where (a) (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs, covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning subparagraph one (a).

 - 2. Any bid hereafter made to any political subdivision of the state or any public department agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation or local law, and where such bid contains the certification referred to in subdivision one of the section, shall be deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.
- III. The bidder certifies that he is aware of, and will comply with, the provisions of the State Labor law applicable to independent contractors regarding conditions of employment, including payment of minimum wages, if this bid results in a labor and material type construction contract.

Authorized Signature _____ Title _____

Printed Name _____ Date _____

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IRAN DIVESTMENT ACT

**Certification
Pursuant to Section 103-g
of New York State General Municipal Law**

- A. By submission of this bid/proposal or by assuming the responsibility of a Contract awarded hereunder, the Bidder/Contractor (or any assignee) certifies that it is not on the “Entities Determined to Be Non-Responsive Bidders/Offerers Pursuant to the New York State Iran Divestment Act of 2012” list (Prohibited Entities List) posted on the OGS website at <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf> and further certifies that it will not utilize on such Contract, any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

- B. During the term of the Contract, should the Genesee Valley BOCES receive information that a person (as defined in State Finance Law §165-a) is in violation of the above referenced certifications, the Genesee Valley BOCES will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then the Genesee Valley BOCES shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

- C. The Genesee Valley BOCES reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

Signature

Printed Name

Title

Company Name (printed)

Date

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Bidder's Customer References For

TRANSPORTATION SERVICES BID, BID # 16581

Bidders are required to provide 3 customer references from New York State school districts, BOCES, or public bodies for whom bidder has supplied similar products and/or services to those requested in this bid.

Please Print

Company Name: _____

Customer Name: _____

Address: _____

Contact Person: _____

E-mail: _____ Phone: _____

Customer Name: _____

Address: _____

Contact Person: _____

E-mail: _____ Phone: _____

Customer Name: _____

Address: _____

Contact Person: _____

E-mail: _____ Phone: _____

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**NON-BIDDERS RESPONSE FORM
TRANSPORTATION SERVICES BID, BID # 16581**

The Genesee Valley BOCES is interested in the reasons why prospective bidders chose not to submit a bid. If you are NOT submitting a bid for this request, please indicate the reason(s) by circling one or more of the applicable items below and return this form to us. You may fax, email, or mail as listed below. Thank you for your consideration.

1. Unable to bid at this time, but would like to receive future bid proposals.
2. Items or materials are not manufactured by us or not available to our company. Please remove our name from your list as identified in number 10 below.
3. Materials or items we have to offer do not fully meet all the requirements or standards specified.
4. Multiplicity of delivery or service points.
5. Delivery quantities are too small.
6. We cannot meet the time of delivery of items or materials specified.
7. Insufficient time allowed for preparation and submission of bid.
8. Specifications not clearly understood or applicable (too vague, too rigid, etc.)
9. Other reasons: _____
10. You may remove our name from the bid list for: (circle choice below if applicable)
 - a. This commodity group
 - b. This item or material
 - c. All bids

Company Name: _____

Address: _____

Phone Number: _____ Email Address: _____

Authorized Signature: _____

Date: _____

Send this form to Christine Ceru either by email, fax or mail.

Email: cceru@gvboces.org

Fax: 585-344-7510

Mailing Address: Genesee Valley BOCES
Attn: Christine Ceru
80 Munson St.
LeRoy, NY 14482

Board of Cooperative Educational Services Genesee-Livingston-Steuben-Wyoming Counties

Form W-9
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See <i>Specific Instructions</i> on page 3.	<p>1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)</p> <p>2 Business name/disregarded entity name, if different from above.</p> <p>3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)</p> <p>Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) _____</p> <p>3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/></p> <p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____</p> <p><i>(Applies to accounts maintained outside the United States.)</i></p> <p>5 Address (number, street, and apt. or suite no.). See instructions. Requester's name and address (optional)</p> <p>6 City, state, and ZIP code</p> <p>7 List account number(s) here (optional)</p>
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Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> </table>					-	-	-	-
-	-	-	-					
or								
Employer identification number								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> </table>					-	-	-	-
-	-	-	-					

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

**Board of Cooperative Educational Services
Genesee-Livingston-Steuben-Wyoming Counties**

**TRANSPORTATION SERVICES BID, BID # 16581
Pricing Bid Sheet**

1 - 3	66 passenger school bus(es) with driver, to be used as needed from 8:45 am – 2:25 pm, approximately 30 miles per day, to be billed only for days used.	\$ _____ Lease price per week
1 - 3 Each	66 passenger school bus without driver, to be used daily (Mon – Fri), from 8:45 am – 2:25 pm, approximately 30 miles per day, to be billed only for days used.	\$ _____ Lease price per week
	<p>Cost per mile, to cover fuel and maintenance cost for 66 passenger school bus with driver, to be billed only for days used.</p> <p align="center"><u>This service will be on a as needed basis</u></p> <p align="center">Effective dates: 9/1/2026 – 6/30/2028</p> <p>The initial contract award shall be for a two-year term beginning September 1, 2026, and ending June 30, 2028. Upon mutual agreement and approval by both GV BOCES and the awarded vendor, the contract may be renewed for up to two (2) additional one-year terms.</p>	\$ _____ Price per mile

Company Name

Date

Authorized Signature

Print Name

**Board of Cooperative Educational Services
Genesee-Livingston-Steuben-Wyoming Counties**

TRANSPORTATION SERVICES BID, BID # 16581

SPECIFICATIONS SHEET

1. Lease cost of 1 – 3: 66 passenger school bus without driver for use as needed. To be billed only for days used. (Per instructional calendar, attached)
2. Lease cost of 1 – 3: 66 passenger school bus without driver for daily use. To be billed only for days used. (Per instructional calendar, attached)
3. Cost per mile; to cover fuel and maintenance costs, per 66 passenger bus(es) with driver. (Only to be billed for days used)
4. Please include any other additional information (brochures, etc.) you deem important to assist us in making an informed award decision.
5. Effective date will be 9/1/2026- 6/30/2028, with an option to renew for two additional one-year periods, subject to approval by both GVBOCES and the vendor.
6. THE GV BOCES ALSO RESERVES THE RIGHT TO CANCEL THIS AGREEMENT WITH (30) THIRTY DAY WRITTEN NOTICE.
7. All vehicles will meet the specifications of the New York State Education Department and also the rules and regulation of the New York State Department of Transportation.
8. Please provide us with a written policy for emergency situations; such as bus/van breakdown, flat tire etc.
9. The Board reserves the right to reject any and all bids

Company Name

Date

Authorized Signature

Print Name



July 2026

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

September 2026

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

November 2026

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

January 2027

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

March 2027

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

May 2027

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

August 2026

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

October 2026

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

December 2026

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

February 2027

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

April 2027

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

June 2027

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

First Day/Last Day of School

First Day of School: Tuesday, September 8

Last Day of School: CTE / Alt Ed - Monday, June 14
SPED - Thursday, June 24

Holidays & Recesses

Labor Day	Monday, September 7
Columbus Day	Monday, October 12
Veterans Day	Wednesday, November 11
Thanksgiving Recess	November 25-27
Winter Recess	December 23-Jan 1
Martin L. King Day	Monday, January 18
President's Recess	February 15-17
Spring Recess	March 22-26
Memorial Day	Monday, May 31
Juneteenth	Friday, June 18

State Exams

August Regents	August 18 & 19
January Regents	January 26-29
Grades 3-8 Math, ELA, Science	April 5-May 14
NYSSAA	March 8-June 11
NYSESLAT	April 13-May 24
June Regents	June 15-25

Rating Days

Rating Days: June 25

Superintendent's Conference Days

Wednesday, September 2 - Opening Day
Friday, October 9
Friday, January 29
Friday, May 7

Days of Instruction

September	17+1
October	20+1
November	17
December	16
January	18+1
February	17
March	18
April	22
May	19+1
June	18

TOTAL DAYS
OF INSTRUCTION

182+4=186