

**JERSEY CITY BOARD OF EDUCATION**  
JERSEY CITY, NJ 07305



# Student Transportation Services

**School Year 2026-2027**

Bid Specifications

**Private and Parochial Schools Transportation**

**BID NUMBER: PD26-27-TD2-27**

**Bid Opening Date: Thursday, July 2, 2026**

**Bid Opening Time: 11:00 a.m.**

Sealed Bids to be Received and Opened at the

**JERSEY CITY BOARD OF EDUCATION**

346 Claremont Avenue

7<sup>th</sup> Floor Room 723

Jersey City, New Jersey 07305

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**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NJ 07305**

**LEGAL NOTICE**

**REQUEST FOR BIDS**

The Jersey City Board of Education hereby advertises for competitive bids in accordance with N.J.S.A. 18A:39-3 for the following:

**PD26-27-TD2-27: Student Transportation - Private and Parochial Schools Transportation**

**Advertised Bid Date and Time**

Bids must be submitted electronically on the District's online bidding system by

**Thursday, July 2, 2026 at 11:00 am**

**Online Bidding System**

All necessary proposal specifications and proposal forms may be downloaded by visiting the [www.icboe.org](http://www.icboe.org) Website, select "Departments and Services" and select "Purchasing" and registering on our online bidding system or go directly to this link: <https://secure.procurenow.com/portal/icboe> .

**Competitive sealed proposals for the materials or services specified in this solicitation must be submitted through the District's online bidding system,**

**Hard copy submissions in lieu of an electronic submission will not be accepted.**

No late submitted offer will be accepted or considered. Offerors are cautioned to commence the submittal process sufficiently ahead of time to allow for unanticipated delays resulting from things like a slow internet connection, internet outage, difficulty uploading large documents, differing system requirements, etc.

**No bids shall be received after the time designated in the advertisement.**(N.J.S.A. 18A:39-5).

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

Each bid shall be accompanied by a bid bond, cashier's check, or certified check made payable to the Jersey City Board of Education for five percent (5%) of the amount of the total bid, however, not to exceed \$20,000.

Statement of Ownership Requirement: Pursuant to N.J.S.A. 52:25-24.2, Bidders shall submit a statement setting forth the names and addresses of all persons and entities that own ten percent or more of its stock or interest of any type at all levels of ownership.

A Non-Collusion Affidavit and a Contractor Questionnaire/Certification should also be submitted with the bid.

The Board of Education reserves the right to reject any non-responsive bids or all bids, pursuant to N.J.S.A. 18A:18A-22, and to waive minor informalities or non-material exceptions.

**Unsealing of Proposals—Online Live Streaming**

On the advertised date and time, the School Business Administrator/Board Secretary or designee shall receive and unseal all bids via online live streaming bid opening process in the Purchasing Department, Central Office Building, 346 Claremont Avenue, Jersey City, NJ 07305. The zoom link will be posted in the portal as well on the district website on the bid due date.

The general public and interest parties may view the proposal opening online or attend in-person at the aforementioned address.

**Dr. Francine Luce  
School Business Administrator**

# **Cleaning, Disinfecting and Sanitizing Inside School Buses**

## **Submission of Company Cleaning Plan**

### **Cleaning, Disinfecting and Sanitizing School Buses—Company Plan/Protocol**

As part of this bid request, each bidder shall include in the bid package, a copy the company's current plan/protocol on cleaning, disinfecting and sanitizing the inside of school bus vehicles.

### **Daily Cleaning, Disinfecting and Sanitizing School Bus**

The plan should identify the frequencies of such cleaning, disinfecting and sanitizing of the inside of school buses, which include daily, weekly and monthly activities. Of most importance are the **daily cleaning activities** after each morning and afternoon transportation run.

The plan/protocol should comply, at a minimum with the current **CDC** Recommendations.

Cleaning should follow CDC recommendation for cleaning. High touch areas should be cleaned between each trip (runs) from homes to school and school to homes if the bus makes multiple runs per day. The entire bus should be cleaned each day.

### **High touch areas include**

- Handrails for entering and exiting the vehicle
- Arm Rests
- Seatbelts (if applicable)
- Driver Steering Wheel
- Dash Area
- Head Rests
- Windowsills
- Interior Luggage Racks/Hand holds
- Exterior Luggage Bay Handles
- Restroom Door Handles
- Restroom Handrails

### **Other cleaning, disinfecting and sanitizing activities**

- Cleaning spills; gum
- Disinfecting high contact areas
- Dust and wet mopping vehicle floors
- Dusting surfaces
- Removing trash
- Sanitizing high contact areas
- Spot cleaning seats
- Sweeping or vacuuming floor

- Window cleaning
- Wiping heat and air conditioner vents

**Cleaning Products**

Bus contractors are reminded to use independent third-party certified cleaning products, such as those certified by Green Seal and EcoLogo or that meets the ChildSafe Guidelines. Certified products do not contain ingredients that are known to contribute to asthma, cancer, respiratory, irritation, liver, and kidney disease, or other health conditions. U.S. Environmental Protection Agency. NEA—Healthy Futures Publication. Bus contractors are not to use homemade cleaning products.

A list of products that are EPA-approved for use against the virus that causes COVID-19 is available at <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>. Follow the manufacturer's instructions for all at cleaning and disinfection products for concentration, application method and contact time, etc.

**Submission of Company Plan/Protocol**

The copy of the plan is to be included with the bid response package. An acknowledgement form is included with the bid package. Bidders are to complete the form and submit the cleaning plan with the bid.

## SPECIFICATIONS FOR STUDENT TRANSPORTATION SERVICES

JERSEY CITY Board of Education

2026-2027 School Year

### GENERAL PROVISIONS

1. All contractors shall comply with current applicable New Jersey statutes, regulations and with the policies and procedures of the JERSEY CITY Board of Education governing student transportation.
2. The term of the contract shall, in general, be from **July 1st through August 31st (Extended School Year) and September 1 through June 30 (school year)** and according to the school calendar, unless so specified differently on the Route Descriptions. Student transportation contracts are deemed to include all State and Federal rules and procedures pertaining to student transportation though not expressly stated.
3. It is the intent of the JERSEY CITY Board of Education to award a contract for transportation as soon as possible after the date set for the opening of bids and to require the successful contractor to provide transportation in accordance with the school calendar. The school calendar, copy attached, is part of these specifications and of the contract. **On routes which require transportation to more than one school, the successful bidder is expected to follow the school calendar and daily scheduled hours of each school at no additional cost, including early dismissals and/or late arrivals as may be scheduled at times by the individual schools.**
4. The successful bidder will be considered an independent contractor and shall not be deemed to be an agent, servant, employee, or representative of the JERSEY CITY Board of Education.
5. As authorized by the JERSEY CITY Board of Education, only enrolled, eligible, public and private school students, adults serving as chaperones or school personnel shall be transported. The vehicle (s) assigned to the routes specified herein shall not be utilized for other purposes during the time periods designated by the route descriptions. There will be no commingling of students from any other school district, ESC or agency that is not specifically included in the bid specifications.
6. Vehicle(s) shall arrive and/or depart the assigned school(s) as indicated on the enclosed route descriptions.
7. No transportation contract shall be subcontracted without the prior written approval of the JERSEY CITY Board of Education.



8. Bids are to be placed in a sealed envelope and plainly marked, **“BIDS FOR 2026-2027 STUDENT TRANSPORTATION SERVICES, BID NUMBER PD26-27-TD2-27 JERSEY CITY BOARD OF EDUCATION”** and presented to the School Business Administrator or designee of the JERSEY CITY Board of Education. The School Business Administrator/Board Secretary or designated official shall unseal the bids in the presence of the parties bidding and publicly announce the contents. Bids will be received at the JERSEY CITY Board of Education, Room 723, located at 346 Claremont Avenue, JERSEY CITY, NJ 07305 up to

**11:00 a.m. prevailing time  
Thursday, July 2, 2026**

**Opening of Proposals—Online Live Streaming**

The opening will be conducted via online live streaming. The names of the vendors and their prices will be announced on the online live streaming which may be viewed by the general public and interested parties on the advertised submission date and time. All potential bidders are to visit the Board of Education at [www.icboe.org](http://www.icboe.org), on the day of the opening for further instructions.

There will be no personal contact with district officials during the hand delivering of Bids.

It is the responsibility of each bidder to ensure that their bid is complete and presented to the School Business Administrator/Board Secretary prior to the advertised bid date and time. No bids shall be opened previous to the hour designated in the advertisement and none shall be received thereafter. N.J.S.A. 18A:39-5

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

## **ACCIDENT REPORTING**

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

### **Accident reporting—N.J.A.C. 6A:27-12.2**

(a) Every school bus driver shall immediately inform the principal of the receiving school and the school business administrator of the district board of education providing for the transportation following an accident which involves an injury, death or property damage. The driver shall also complete and file the Preliminary School Bus Accident Report prescribed by the Commissioner of Education within 10 days of the accident.

(b) In addition to the Preliminary School Bus Accident Report, the driver of a school bus involved in an accident resulting in injury or death of any persons, or damage to property of any one person in excess of \$500.00 shall within 10 days after such accident complete and file a Motor Vehicle Accident Report in accordance with *N.J.S.A. 39:4-130*.

**Failure to properly report school vehicle accidents in accordance with law and code shall result in an assessment of an initial penalty of \$1,000.00 per accident.**

## **AFFIRMATIVE ACTION**

1. If awarded a contract, the vendor will be required to comply with the requirements of *N.J.S.A 10: 5-31 et seq.* and *N.J.A.C. 17:27*.

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

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

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

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

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

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

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

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

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

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

- ✓ **Letter of Federal Affirmative Action Plan Approval**
- ✓ **Certificate of Employee Information Report**
- ✓ **Employee Information Report Form AA302**

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

### **Affirmative Action Requirements**

Each company shall submit to the JERSEY CITY Board of Education, after notification of award, but prior to execution of a goods and services contract, one of the following three documents:

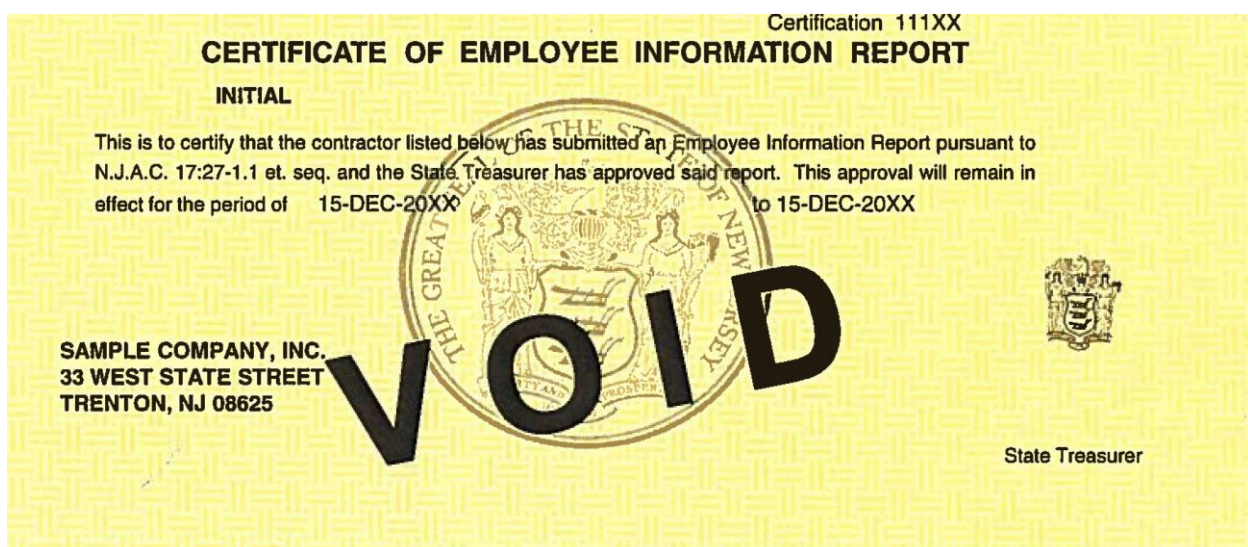
- ✓ Appropriate evidence that the contractor is operating under an existing federally approved or sanctioned affirmative action program;
- ✓ A Certificate of Employee Information Report approval issued in accordance with N.J.A.C.17:27-4; or
- ✓ An employee information report (Form AA302) provided by the Division and distributed to the public agency to be completed by the contractor, in accordance with N.J.A.C. 17:27-4.

Please note: A completed and signed Affirmative Action Questionnaire is required with submission of bid/proposal.

**Failure to submit the Certificate of Employee Information Report or other recognized Affirmative Action evidence prior to the award will result in the rejection of the bid/proposal.**

If awarded a contract your company/firm will be required to comply with the requirements of N.J.S.A. 10:5-31 et seq., and N.J.A.C. 17:27 et seq., and the terms and conditions of the Mandatory Equal Employment Opportunity Language—Exhibit A.

### **Sample Certificate of Employee Information Report**



### **ANTI-BULLYING BILL OF RIGHTS—REPORTING OF HARASSMENT, INTIMIDATION AND BULLYING**

The contracted service provider shall comply with all applicable provisions of the New Jersey Anti-Bullying Bill of Rights Act—N.J.S.A. 18A:37-13.1 et seq., all applicable code and regulations, and the Anti-Bullying Policy of the Board of Education. The district shall provide to the contracted service provider a copy of the board's Anti-Bullying Policy.

In accordance with N.J.A.C. 6A:16-7.7 (c), a contracted service provider, who has witnessed, or has reliable information that a student has been subject to harassment, intimidation, or bullying shall immediately report the incident to any school administrator or safe schools resource officer, or the School Business Administrator/Board Secretary.

**ANTI-DISCRIMINATION PROVISIONS—N.J.S.A. 10:2-1**

N.J.S.A. 10:2-1. Anti-discrimination provisions. Every contract for or on behalf of the State or any county or municipality or other political subdivision of the State, or any agency of or authority created by any of the foregoing, for the construction, alteration or repair of any public building or public work or for the acquisition of materials, equipment, supplies or services shall contain provisions by which the contractor agrees that:

- a. In the hiring of persons for the performance of work under this contract or any subcontract hereunder, or for the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under this contract, no contractor, nor any person acting on behalf of such contractor or subcontractor, shall, by reason of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex, discriminate against any person who is qualified and available to perform the work to which the employment relates;
- b. No contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee engaged in the performance of work under this contract or any subcontract hereunder, or engaged in the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under such contract, on account of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex;
- c. There may be deducted from the amount payable to the contractor by the contracting public agency, under this contract, a penalty of \$50.00 for each person for each calendar day during which such person is discriminated against or intimidated in violation of the provisions of the contract; and
- d. This contract may be canceled or terminated by the contracting public agency, and all money due or to become due hereunder may be forfeited, for any violation of this section of the contract occurring after notice to the contractor from the contracting public agency of any prior violation of this section of the contract.

No provision in this section shall be construed to prevent a board of education from designating that a contract, subcontract or other means of procurement of goods, services, equipment or construction shall be awarded to a small business enterprise, minority business enterprise or a women's business enterprise pursuant to P.L.1985, c.490 (C.18A:18A-51 et seq.).

### **BACKGROUND CHECK; DRIVER ABSTRACT RECORDS SUBMISSION**

The contractor shall ensure compliance with the requirement of N.J.S.A 18A:39-17 through 20 governing criminal history background checks and shall annually submit documents necessary to obtain the driver abstract records to the Executive County Superintendent of Schools on or before August 31 or upon employment for newly hired drivers. These documents should be returned to:

Executive County Superintendent of Schools  
Attn: Transportation Department  
830 Bergen Avenue  
Jersey City, NJ 07306-4507

A copy of the documents sent to the Executive County Superintendent of Schools shall also be sent to our office: JERSEY CITY Board of Education, Purchasing Department, 346 Claremont Avenue JERSEY CITY, NJ 07305. Failure to do so will result in withholding of payment until the information is provided.

### **BASIS OF BID AND ADJUSTMENTS**

1. The bidder shall submit the bid on the bid sheet contained in these bid specifications. Bids shall be submitted on a per diem or per annum basis as indicated on the enclosed bid sheet. Other bid sheets are not acceptable.
2. If any change in the described route results in increased or decreased miles, the amount of the contract shall be adjusted as specified in the bid. **Bids which do not include an adjustment amount will not be accepted; an amount of \$0 increase/decrease will be accepted.** No change in cost will be provided for increased student participation. Increased student participation may be made up to the vehicle capacity. Additional mileage will be paid if there is a significant change in the route.
3. The net result of any mileage adjustment to a nonpublic school transportation contract shall not exceed the maximum cost per student in accordance with N.J.S.A. 18A:39-1(a). Calculations to determine the per-student cost shall include all students on the route, public and nonpublic.
4. When added students necessitate an increase in route mileage, there will be no charge for the first 5 additional miles. If the route mileage is reduced, there will be no reduction in the sum paid to the successful bidder until the original route mileage shall be decreased by more than 5 miles. A revised Route Mileage Report is required for any mileage changes and will only be considered from the day the revised report is received by the Jersey City Public Schools. Unless there is sufficient equity in the existing bond, all addenda for increases must be bonded before being returned to the Jersey City Public Schools for approval. Off-route mileage requests will not be considered if the current Route Mileage Report is not on file with the Jersey City Public Schools.

## **BID GUARANTEE and CONSENT (CERTIFICATE) OF SURETY**

### **Bid Guarantee—Five (5%) Percent; Not to Exceed \$50,000**

As a requirement for this bid, each bid shall be accompanied by a bid bond, cashier's or certified check for five percent (5%) of the amount of the annual contract cost, but in no case may the certified check, cashier's check or bid bond exceed \$50,000. No other form of guarantee is authorized. This guarantee shall be made payable to the "JERSEY CITY Board of Education".

Such deposit shall be forfeited upon refusal of a bidder to execute a contract; otherwise, checks shall be returned when the contract is executed, and a surety (performance) bond is filed with the JERSEY CITY Board of Education. The bid security checks for all unsuccessful bidders, except for the three lowest bidders, will be returned within 10 days after the bid opening (Saturdays, Sundays and holidays excepted).

The annual contract amount of per diem contracts shall be calculated by multiplying the total per diem cost by 180 days. The Bid Guarantee shall be signed and sealed and must show the Bid Number on it.

All bid bonds submitted must be signed and witnessed with original signatures. The Board will not accept facsimile or rubber stamp signatures on the bid bond. **Failure to sign or witness the bid bond by either the Surety or Principal, and/or failure to submit the properly executed bid bond with the bid package, shall be deemed cause for disqualification and rejection of the bid.**

The Attorney-in-Fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of the Power of Attorney. The JERSEY CITY Board of Education will only accept bid bonds from companies that are licensed and qualified to do business in the State of New Jersey. Such a list may be available upon request to the State of New Jersey, Department of Banking and Insurance, P.O. 040, Trenton, New Jersey 08625. **Failure to submit a properly executed bid guarantee shall be cause for disqualification and rejection of bid.**

### **Consent of Surety—Requirement for Bid**

As a requirement for this bid, each bid **shall** be accompanied by a Consent of Surety, which must be dated.

The Consent of Surety shall be issued from a surety company licensed and qualified to do business in the State of New Jersey. All certificate (consent) of surety documents must be signed with original signatures.

The Board will not accept facsimile or rubberstamp signatures. The certificate (consent) of surety, together with a power of attorney must be submitted with the bid. Submission of a Consent of Surety which contains any prior conditions upon the Surety's issuance of the required Bonds (other than the award of the contract) may be cause for rejection of the bid.



**Failure to sign the Certificate (Consent) of Surety by either the Surety or Principal, and failure to submit the properly executed Certificate (Consent) of Surety with the bid package, shall be deemed cause for disqualification and rejection of the bid.**

#### **PERFORMANCE GUARANTEE**

A corporate performance surety bond in an amount equal to the annual amount of the contract shall be required of the successful bidder. Each bid shall be accompanied by a signed Prescribed Form of Questionnaire, included in these specifications. The bond to be provided for per diem contracts shall be equal to the total per diem bid multiplied by the actual # of days remaining in school calendar or 180 days.

#### **PERSONAL SURETY BONDS—NOT ACCEPTED BY THE BOARD OF EDUCATION**

Personal surety bonds will not be accepted by the JERSEY CITY Board of Education.

#### **BUSINESS REGISTRATION**

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

Request of the Board of Education

All bidders or companies providing responses for requested proposals, are requested to submit with their response package a copy of their “New Jersey Business Registration Certificate” as issued by the Department of Treasury of the State of New Jersey.

The Board reminds all respondents that failure to submit the New Jersey Business Registration Certificate prior to the award of contract will result in the rejection of the proposal.

#### **CHILD ABUSE AND NEGLECT; REPORTING SUSPICIONS OF**

Bus drivers or Attendants who have reasonable cause to believe that a child has been subjected to any type of child abuse or neglect, shall **IMMEDIATELY** report any such suspicions to their supervisor.

The bus company supervisor shall report the suspicions, verbally and then followed up in writing, first to the school principal and then to either the Director of Transportation or the School Business Administrator. It is the responsibility of the school principal to investigate the suspicions and to notify the Division of Child Protection and Permanency.

## **EXECUTIVE COUNTY SUPERINTENDENT APPROVAL OF CONTRACTS**

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

### **Contract Requirements—Return of Contracts**

Pursuant to N.J.A.C. 6A:27-9.9 (b), the Board of Education is required to submit all transportation contracts for approval to the Executive County Superintendent of Schools within thirty (30) days of the award or by September 1 of the school year in which transportation is to be provided.

The contractor understands that it is imperative that contracts be returned to the Board in a timely manner in order to comply with the state requirements. The contract must be executed and returned within fifteen (15) calendar days from the date the contractor received it from the Board. Contracts not returned to the Transportation Department within fifteen (15) calendar days of receipt by contractor, shall be subject to penalties as noted in the bid specifications Penalties Section. Successful contractors must acknowledge receipt of the contracts at the time of receipt of the contracts.

### **CONTRACT; BREACH OF CONTRACT**

In the event the contractor fails to provide service in accordance with these specifications and stated requirements, the contractor shall be considered in breach of contract. Cancellation of the contract and/or enforcement of contractor's performance bond may result.

### **CONTRACT PAYMENT TERMS**

1. Payment to contractors shall be made on or about the 30<sup>th</sup> day of the month. Payments will be made in monthly installments, beginning in October provided an invoice and supporting documentations are submitted on a timely basis.
2. The contractor shall execute the contract and submit it to the JERSEY CITY Board of Education with all required related documents in order for the JERSEY CITY Board of Education to comply with the timeline for submission of contracts to the Executive County Superintendent. Failure to do so may result in a delay in the scheduled payment of services. Contractors shall visit the Department of Education's Student Transportation website to become familiar with the contract to be executed.
3. The contractor agrees to execute, bond and return all contracts within fifteen (15) working days of receipt. If through the inaction of the contractor, contracts do not reach the Executive County Superintendent of Schools by the required or established time set for such submittals and the district loses money by not being reimbursed or is otherwise fined, the contractor agrees to pay any and all monies lost by the district.
4. The successful contractor agrees to promptly sign any necessary contract addenda as required by law and return same within five (5) days to the Transportation Department.

Failure to execute contracts or contract addenda within the prescribed time period will result in a \$150.00 per day penalty each day beyond the aforementioned time period. The JERSEY CITY Board of Education reserves the right to withhold any and all monies due to the contractor until all requirements above are satisfied

5. Payment for the month of June will be made by August 31st.
6. Per diem contracts will be calculated on the actual number of days' transportation services were performed.
7. Payments are subject to approval by the JERSEY CITY Board of Education Board. Therefore, payments may be delayed depending on the Board's meeting schedule.
8. The Jersey City Public Schools agrees that if the transportation contractor fully performs the services required herein it will pay the transportation contractor (provided all invoices, vouchers, purchase orders etc.) are submitted to the Transportation Coordinator or Designee no later than the seventh (7th) day of each month for the previous month services, with all paperwork properly executed on a per diem rate, the first installment to become due and payable sixty (60) working days after the completion of services. However, it is understood that the payments cannot be made prior to ratification by the Board of Education and may be delayed based on the Board's meeting schedule. In the case of per diem contracts, payments shall be paid monthly based on the aggregate number of days in the month for which the Jersey City Public Schools requires transportation to be furnished. For example: the per diem rate including the attendant is \$100.00 and there are ten (10) days in the month, the payment would be  $\$100.00 \times 10 = \$1000.00$ . Payment requests should be submitted on a sequentially numbered vendor invoice indicating company name and address along with Jersey City Public Schools official voucher. Any errors on vendor's invoice will not be corrected by the employees of the Jersey City Public Schools and will be returned to vendor for corrections. If the corrected invoice does not reach the Transportation Department in a timely fashion payment will be included in the next monthly installment to become due.

#### **CONTRACTOR PERSONNEL/OFFICE CONTACT AND EQUIPMENT**

All transportation contractors shall have a dispatcher on duty during the hours of **6:00 am through 6:00 pm**, each day according to the school calendar. The transportation company shall provide the following contact information for the dispatcher:

- Company phone number with dispatcher private line;
- Company cell phone number for the dispatcher;
- Company e-mail address of the dispatcher; and
- Company fax number.

The successful bidder must also have available a fax machine in operating order 24 hours per day, seven days per week.

The contractor hereby agrees that said fax machine will not be altered as to block out contractor's fax number, time and date. All copies received by the contractor must be able to record a confirming number (vendor's fax number) on the JERSEY CITY Board of Education transmission page.

The contractor must have available to the JERSEY CITY Public Schools and parents, live person telephone answering services from the hours of 6:00 am to 6:00 pm and/or until the last vehicle servicing the JERSEY CITY School District has returned to the garage, whichever is later. In any case, phone service must be available until at least 6:00 pm during the day services are being performed. They must also have available a responsible person at a specific designated address to make any and all changes as well as handle complaints and make decisions regarding operations. The name of the person responsible should be given in writing to the Transportation Department at the bid opening. [Form Attached- Form #101 Part A]

The Jersey City Board of Education provides in the Appendix Section a copy of Form #101 Part A.

#### **COORDINATED TRANSPORTATION SERVICES AGENCY (CTSA) FORM SUBMISSION**

Any Coordinated Transportation Services Agency, (CTSA) so authorized pursuant to N.J.S.A. 18A:39-11.1, 11.2 and N.J.A.C. 6A:27-10.1 (a), when responding to bid advertised by an Educational Services Commission, shall complete, sign and submit their bid, a Coordinated Transportation Services Agency Membership Form.

**Reminder: Private bus companies submitting bids do not have to complete, sign or submit this CTSA Membership Form. The form is only for use by CTSA's that may respond to the bid.**

#### **DISCLOSURE OF POLITICAL CONTRIBUTIONS**

The contractor is advised of the responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-20:13 (P.L. 2005, c.271, s.3) if the contractor receives contracts in the aggregate in excess of \$50,000 from public entities in a calendar year. It is the contractor's responsibility to determine if filing is necessary. Additional information on this requirement is available from ELEC at 888-313-3532 or at [www.elec.state.nj.us](http://www.elec.state.nj.us).

#### **Chapter 271 Political Contribution Disclosure Form**

As a requirement for this bid, all bidders shall complete, sign and submit with their bid response, the Chapter 271 Political Contribution Disclosure Form which said form is part of the bid package. Failure to complete, sign and submit the form may be cause for the rejection of the bid.

## **DRIVERS/ATTENDANTS**

1. The driver shall be a reliable person of good character who shall possess the qualifications and communications skills necessary to perform the duties of the position and comply with the rules set forth for drivers in all federal, state and local regulations including, but not limited to, the Omnibus Transportation Employee Testing Act, N.J.S.A. 18A:39-17 through 20 (background check), and tuberculosis testing.
2. If a student assigned to a special education route is not present at the assigned stop for three (3) consecutive days, the contractor shall report this absence to the district transportation supervisor. **Failure to provide this information may lead to penalties being assessed.**
3. The bus driver shall be in full charge of the school bus at all times and through the dispatcher, will be required to report unmanageable students to the district transportation supervisor and principal of the receiving school on the district prescribed incident/discipline form provided by the JERSEY CITY Board of Education.
4. A bus Attendant assigned to a route awarded by this bid shall be a reliable person of good character who shall possess the qualifications and communication skills necessary to perform the duties of the position, and will be required to comply with the criminal background check and tuberculosis testing as prescribed by law
5. Bus Attendants shall attend to the special needs of students, maintain order on the vehicle to ensure the safety of all students, assist students getting on and off the vehicle as needed, and other duties which may be specified by the JERSEY CITY Board of Education.
6. If, in the judgment of the JERSEY CITY Board of Education, any driver or Attendant assigned to a vehicle operating under a contract awarded by this bid shall be deemed to be an unsuitable person for their position because of lack of skills necessary to perform their duties, inability to control students, failure to comply with the rules and regulations, incapacity, unbecoming conduct, or other good cause, the contractor **may be required to remove the driver and/or Attendant from the route or all district routes and additionally may have its performance bond invoked.** If the contractor fails to comply with this provision, the contractor may be required to show cause why this failure to comply is not deemed to constitute a breach of contract. The JERSEY CITY Board of Education reserves the right to set aside and annul the contract.
7. The successful bidder will be required to “dry run” the routes prior to school opening in order to assure that routes will operate as specified. The direction of the vehicle from the last stop shall be along the safest most direct route to the destination. The Jersey City Public Schools requires school openings to be carried out in an orderly manner. The Contractor must provide a list of dates and times when dry runs will be conducted and any other pertinent information at least 7 days in advance. The Jersey City Public Schools reserves the right to assign the Coordinator or designee to accompany the vendors on said dry runs.

## **ADDITIONAL SCHOOL BUS DRIVER INFORMATION/REQUIREMENTS**

### **Bus driver required to be on the bus when pupil present—N.J.S.A. 18A:39-27.**

- a. Notwithstanding the provisions of any other law, rule or regulation to the contrary, no school pupil shall be allowed on board a school bus unless the bus driver or other employee of the school board or school bus contractor is also on board the bus.
- b. The provisions of subsection a. of this section shall not apply when a bus driver leaves the bus to assist in the boarding or exiting of a disabled pupil or in the case of an emergency.

### **Inspections of school bus for pupils by driver at end of transportation route-N.J.S.A. 18A:39-28**

A school bus driver shall visually inspect the school bus to which he is assigned at the end of the transportation route to determine that no pupil has been left on the bus. For the purpose of this act, "school bus" means every motor vehicle operated by, or under contract with, a public or governmental agency, or religious or other charitable organization or corporation, or privately operated for compensation for the transportation of children to or from school for secular or religious education, which complies with the regulations of the Department of Education affecting school buses, including "School Vehicle Type I" and "School Vehicle Type II" as defined pursuant to R.S.39:1-1."

### **Violation, suspension, revocation of school bus endorsement- N.J.S.A. 18A:39-29**

In the event that, after notice and opportunity to be heard, a school bus driver is found to have left a pupil on the school bus at the end of his route, his school bus endorsement shall be:

- Suspended for six months, for a first offense; or
- Permanently revoked, for a second offense.

### **Permanent revocation for gross negligence N.J.S.A. 18A:39-30**

In the event that a pupil, who was left on a bus by a school bus driver at the end of the route, is harmed as a result of foreseeable danger and the driver is found, after notice and opportunity to be heard, to have acted with gross negligence, his school bus endorsement shall be permanently revoked.

### **Cell Phone for Bus Driver and Bus Attendant**

As noted in the specifications, the Board of Education requires as mandatory equipment, an operable two-way radio system. The Board also requests that all drivers and bus Attendants be issued a working cell phone as a back up to the two-way radio requirement.

**School Bus Driver Annual Certification—Statement of Assurance—Submit with Bid**

All bidders are to submit with their response, a completed and signed Statement of Assurance Certification for the Annual School Bus Driver Certification form. The bidder certifies compliance with the requirements of N.J.S.A. 18A:39-17 through 20 governing criminal history checks and shall annually submit required documents to the Executive County Superintendent, on or before August 31 or upon employment for newly hired drivers.

**Driver Information Documentation**

All contractors shall submit upon award of a route(s), the name of the school bus driver assigned to each route and provide a copy of the current driver's license for the driver. If the driver is different from the a.m. run, and the p.m. run, the name of the driver and a copy of the current driver's license is also required. Failure to provide information, may result in penalties being assessed for noncompliance.

The successful bidder agrees to furnish the Transportation Coordinator a list of drivers and attendants by route number who will be servicing the routes within ten (10) days of the awarding of said contract. The listing provided must identify each attendant and driver by category. Next to each attendant, list the per diem rate for the attendant assigned to the route as per the price bid (form attached). Also indicate if the attendant is new or re-hired. All information should be submitted as per samples attached. All attendants must be approved by the Executive County Superintendent of Schools.

The successful bidder agrees to submit the following for each driver:

- Legible Copy of Driver's CDL License.
- Physical every 2 years by a licensed medical doctor: COPIES OF THIS PHYSICAL SHOULD BE POSTED ON THE N.J. MOTOR VEHICLE COMMISSION FORM. ONE COPY SHOULD BE MAINTAINED AT THE CONTRACTOR'S OFFICE AND ONE COPY OF SAME SHOULD BE FORWARDED TO THE TRANSPORTATION COORDINATOR AS VERIFICATION OF PHYSICAL THE COPY OF THIS PHYSICAL SHOULD BE FORWARDED TO THE TRANSPORTATION OFFICE ON A YEARLY BASIS.
- Mantoux Test and results of same every two years;
- Social Security Number
- Home address
- Documents for drivers and attendants must be submitted as a complete set:
  - (1) Copy Driver License
  - (2) Copy of Physical
  - (3) Copy of Mantoux Test Results
  - (4) Copy of Social Security Number

**Drivers; Backup**

Each contractor shall certify that a minimum number of properly licensed backup drivers and backup attendants shall stand ready at their site during the hours "to and from" routes are in operation. All documentation as required in these specifications for regular drivers is also required for backup drivers and must be submitted to the Transportation Department at the same time as the documentation for regular drivers. The number of backup drivers and attendants required is the same as the number of backup vehicle requirements (see vehicle specifications).

**Drivers and Attendants; New**

If new drivers and attendants are hired after the initial submission of names, driver's license, physical, etc., Contractors must submit all necessary information as required in Bid Specifications to the Transportation Department within 3 days of the employee's hire. In no instance will any driver or attendant be permitted to operate on any Jersey City Public School routes without having proper documentation on file with the Transportation Office.

**Dress; Uniforms for Drivers and Attendants**

The Office of Transportation strongly urges all student transportation companies to provide to drivers and Attendants a company identifying uniform clothing e.g. shirt, sweater, windbreaker, parka, etc., that identifies the driver and Attendant as an employee of their company.

School Bus drivers shall not wear shorts, tank tops, slip on sandals, shoes with open heel or toes or other clothing deemed inappropriate by district staff. School bus drivers and transportation Attendants are prohibited from using electronic devices such as cell phones, smart phones both handheld on wrist watch types, unless the use of such devices is needed in the times of emergent conditions on or about the school vehicle. Drivers and Attendants are prohibited also to use or view iPod or other music or entertainment devices, including wearing earphones, Bluetooth, ear buds and other similar devices while the school vehicle is in operation.

**Familiarization with Bus Route/Route Test Run**

Drivers shall familiarize themselves with their routes and stops by actually driving the route and noting stops before the first day of service without students aboard. It is the contractor's responsibility that the drivers meet this requirement at no cost to the JERSEY CITY Board of Education.

It is the responsibility of the contractor to call the parents/guardians of the students informing them of a pick-up time at least 48 hours prior to the route starting.

**Gifts to Students; Prohibited**

Drivers and/or transportation Attendants are not to give gifts, presents or food/drink products to any students.



**Job Description; Model—School Bus Driver**

The Jersey City Board of Education provides in the Appendix Section for contractor review, a model Job Description for a School Bus Driver.

**Inspection of Bus Driver's License**

The School Business Administrator/Board Secretary or his authorized agent, reserves the right to request, receive and inspect the driver license of any school bus driver under contract with the JERSEY CITY Board of Education.

**Off Route Stops and Pick-ups**

The driver will ensure "the direction of the vehicle from the last stop shall be along the safest, most direct route to the destination." Off route stops and pick-ups are strictly prohibited. Drivers are not to stop for coffee/beverage/food or perform other unauthorized activities while children are on the vehicle.

**Pick-up/Drop-off Change Requests**

Drivers and/or student transportation Attendants must not accept notes or transportation changes from the parents (change of address or different pick-up/drop-off location). Parents must make changes directly with their school district who will in turn inform the Board of Education in writing of any changes. The Board will inform the contractor in writing of any changes.

**Route Drop Off of Students**

Drivers are to ensure that all students are brought home in a timely fashion. If a situation arises where a driver becomes lost and there is a delay in getting students home, the driver shall immediately contact the dispatcher of the transportation company, who in turn shall contact the principal of the school. The Board of Education should be informed of any delays in dropping off students at home.

Drivers, when applicable, shall pick up students on the residence side of the street, except on one-way streets.

Drivers shall pick up or discharge pupils only at designated stops approved by the Transportation Coordinator and/or designee. In no event should a student be picked up at one residential address and discharged at another address. In no event shall a pupil exit from a vehicle on the traffic side. After students have boarded the bus in the P.M., attendant must inquire of school officials as to whether all students are present or if any student is still in the school. Attendant should keep a record of the person authorizing departure and time of authorization. If the vehicle leaves without proper authorization, Contractor agrees to have a state and district approved vehicle return to the school for any child left behind. If the contractor feels that they are being asked to wait an unreasonable amount of time, they should notify the Transportation Coordinator in writing and his/her designees will investigate the situation and give direction.

**Seat Belts**

Drivers shall wear a properly adjusted and fastened seat belt whenever the vehicle is in motion.

**Student Rosters—Maintained by Bus Driver**

The school bus driver with assistance from the transportation Attendant, must possess and maintain the current the Board of Education student roster at all times on the school vehicle.

**Attendance**

The contractor shall furnish, for each bus, an attendant/s and driver whose duty and responsibility shall be to ensure the safety and/or care of the children aboard said vehicle. The attendant/s and driver are to be fully familiar with the job descriptions as attached to the specifications. The attendant must take attendance in the A.M. and P.M. daily and sign the attendance sheet at the end of the month before turning it into the vendor who shall sign each attendance sheet to verify accuracy of the report. The vendor shall turn in the head count report to the Transportation office, at the end of the month, with the attendance information. The headcount report is to be signed by the attendant and verified by vendor signature. The driver and the attendant shall make certain they have all assigned pupils prior to leaving the school in the p.m.

**Seating Chart**

The successful bidder agrees to assign seats to all students in accordance with the name list supplied by the Transportation Coordinator or his designee and submit one copy of seating chart for each route to the Transportation Office by the last Friday in September of each year, in compliance with state rules and regulations. Said chart to be filed with and approved by the Transportation Coordinator. For contracts awarded due to bidding after the last Friday in September, submit seating charts twenty-five (25) days after the bid date. In instances when ridership is increased/decreased new seating charts are to be submitted within 3 days.

**No Show Form**

If a student assigned to special education is not present at the assigned bus stop for three consecutive days, the contractor shall report this absence to the district transportation coordinator. (3-Day No Show Form is provided in the Appendix Section)

**Speeding, Careless or Unsafe Driving**

If during the course of transporting students under contract with the Board of Education, the school bus driver is stopped by law enforcement officials or the NJ Division of Motor Vehicles School Bus Division for any speeding, careless or unsafe driving, the bus contractor will be assessed penalties as noted in the Penalties Section of this bid.

**Transporting Students—Safe and Efficient Manner**

School bus drivers are not to do or perform any other activity that may distract and/or prevent the transportation of students in a safe and efficient manner.

## **ATTENDANTS; DUTIES AND RESPONSIBILITIES**

The major duties and responsibilities of a transportation Attendant are outlined in the bid specification package, and are further explained as follows:

- To ensure that all students have their seat belts properly fastened while the transportation vehicle is in motion.
- To attend to the special needs of identified students.
- To maintain order on the transportation vehicle and actively supervise students. Attendants must sit in the rear of the bus so they can better observe the students' behavior. They must always be aware of their surroundings.
- To assist students in safely riding on the transportation vehicle.
- To assist the bus driver in determining there are no students left on the vehicle.
- To participate in all training activities for the protection and safety of all on the transportation vehicle, e.g., exit drills.
- To act in a courteous and professional manner to all students on the transportation vehicle and to all school personnel and parents involved with student transportation.
- To assist students on and off the school bus vehicle.

### **Criminal History Background Check**

All transportation Attendants are subject to criminal background checks as prescribed by law. Each Attendant is to be properly identified on the School Bus Driver/Attendant form that will be given to the successful contractor.

### **Communication Skills—English Language**

The Board of Education requires that either the bus driver and/or the student transportation Attendant on each route possess sufficient English communication skills (written and verbal) to ensure the safety of all children, the safe operation of the vehicle, proper route compliance, the effective reporting of any safety discipline, and or safety incidents, and all other duties as specified within this bid. It is imperative that directions given by the bus driver and/or transportation Attendant, especially in case of an emergency, be clearly understood by the parents and students on the route.

The transportation Attendant shall wear a properly adjusted and fastened seat belt whenever the vehicle is in motion.

**Attendant Provided by Bus Company**

A bus attendant will be hired and trained by the contractor except in those instances where the district wishes to supply the Attendant.

**Job Description; Model—School Bus Attendant (Attendant)**

The Jersey City Board of Education provides in the Appendix Section for contractor review, a model Job Description for a School Bus Attendant (Attendant).

**Attendant Not Required at the Time of the Bid—Bidding Purposes**

Contractors shall bid for an Attendant although the specifications do not call for one (failure to do so may result in a rejected bid). If a second Attendant shall be required during the course of the contract, the original attendant cost applies. The attendant cost shall not be used if the need for the Attendant is unknown when determining the bidder—N.J.A.C. 6A:27-9.3 (e) (1) (iv)

The cost per attendant shall be bid on a per diem basis separate from the cost of the route. If the contractor fails to provide for an attendant when a route specifically calls for one, penalties may be assessed, and it may be cause for breach of contract.

**DRIVER AND ATTENDANT TRAINING**

The contractor shall ensure compliance with the requirements of *N.J.S.A. 18A:39-19.2* and 3 governing the training of school bus drivers and Attendants, and shall annually submit required documents to the county superintendent of schools on or before August 31 or upon employment for newly hired drivers and/or attendants.

**DRUG AND ALCOHOL TESTING**

If awarded a contract, the vendor will be required to certify to JERSEY CITY Board of Education that you are in compliance with the drug and alcohol requirements of the Omnibus Transportation Employee Testing Act.

**DRUG, ALCOHOL AND TOBACCO USE – STATE LAW AND SCHOOL DISTRICT POLICY**

All bidders are reminded that NJ State Law and the BOARD OF EDUCATION policy concerning drugs, alcohol, tobacco and controlled dangerous substances contains the following paragraph:

Students are prohibited from possessing, consuming or distributing drugs or alcohol in any form while at school, in co-curriculum programs, on school grounds, attending a school-related function on or off campus, and when going to and coming from school.

Students are further prohibited from smoking cigarettes or using other tobacco products in any form in school buildings or on school grounds (*including the school bus*).

If the bus driver or the transportation Attendant observes a student violating the policy by possessing, consuming or distributing drugs or alcohol or if the student appears to be under the influence of a chemical substance, that behavior should be reported to the school principal as soon as possible.

These requirements also pertain to school bus drivers and school bus Attendants. The school bus vehicle shall be smoke free at all times whether students are being transported or not. Failure to adhere to this policy by either the bus driver or attendant may lead to suspension and termination.

### **EMERGENCY EXIT AND EVACUATION DRILLS**

Pursuant to N.J.A.C. 6A:27-11.2 Emergency Exit and Evacuation Drills from School Vehicles:

Schools shall organize and conduct emergency exit drills at least twice (2 times) within the school year for all students who ride school buses.

- The school bus driver and transportation Attendant shall participate.
- Drills shall be conducted on school property and be supervised by the Principal or person assigned to act in a supervisory capacity.

All contractors are to ensure school bus drivers continue to receive training on Emergency Exit and Evacuations in accordance with Section 10.3 of the New Jersey Division of Motor Vehicles COMMERCIAL DRIVER LICENSE MANUAL.

### **EMERGENCY PROVISIONS**

1. In the event the school is closed due to inclement weather or other emergencies, the contractor shall be notified as soon as possible by the public-school authorities providing transportation. Contractors are advised to listen to school closing announcements broadcast over the local networks.
2. In an emergency where the contractor cannot meet the schedule, or if the school has a change in schedule, the party responsible for any change shall immediately notify the other party.
3. The itinerary of the vehicle will be as determined or as altered by the Transportation Coordinator and/or designee from time-to-time circumstances required. The vehicle's daily schedule will meet its assigned schools' A.M. starting and P.M. dismissal times. According to need, the District may change the time schedule upon 24 hours' notice; except upon one-hour telephone notice in an emergency as determined by Transportation Coordinator and/or designee.
4. The starting time from the school on the return trip will be subject to change to an earlier or later hour as weather, school schedule or other conditions may require, and in the case of such change, notice of the substituted hour of departure will be given to the contractor by the Transportation Coordinator.
5. The successful bidder agrees to operate routes on a one to two hour delayed opening basis, when directed by the Jersey City Public Schools. Delayed school openings may be required

due to weather, hazardous conditions and other emergencies as determined by the Transportation Coordinator and/or designee.

6. On days when the school, either by schedule or by emergency, dismisses students two or more hours before the usual dismissal time, the contractor must satisfy the early dismissals without extra compensation. The Transportation Coordinator and/or designee will notify contractor of these dismissals immediately after receiving said changes in schedule and or emergency.
7. Contractors agrees to transport any child who is unable to be delivered home because parent was not at home to accept child to a holding site designated by the Transportation Coordinator and/or designee.

**INSURANCE COVERAGE--\$2,000,000 Combined Single Limit**

Automobile Liability Coverage--\$2,000,000

The JERSEY CITY Board of Education requires an automobile liability insurance coverage greater than the minimum amount. The contractor shall provide automotive liability insurance in the amount of **\$2,000,000 or greater, combined single limit per occurrence.**

Workers Compensation Coverage—Minimum Limits as Required by New Jersey  
Evidence of adequate Workers Compensation Insurance as required by the laws of the State of New Jersey and the United States, must be available for perusal. The Board of Education requires the minimum limits as mandated by the State of New Jersey for

Bodily Injury by Accident	Each Accident
Bodily Injury by Disease	Policy Limit
Bodily Injury by Disease	Each Employee

**EVIDENCE OF BIDDER'S ABILITY TO OBTAIN AUTOMOBILE INSURANCE COVERAGE--FORM**

As a requirement for this bid and pursuant to N.J.A.C. 6A:27-9.3 (e) (8), all bidders are to provide and submit with their bid response, proof of ability to obtain automobile liability insurance coverage required by the bid specifications. The Board of Education has provided the following form in the bid packet

**EVIDENCE OF BIDDER'S ABILITY  
TO OBTAIN AUTOMOBILE INSURANCE COVERAGE  
N.J.A.C. 6A:27.9.3 (e) (8)**

The required form is to be completed and signed by the **bidder's insurance agent**. The signed and completed form is to be submitted with the bid. Failure to have the form completed and signed by the insurance agent and failure to have the form submitted with the bid, shall be cause for the bid to be rejected.

### **Insurance Certificate with Contract—Submitted Prior to Execution of Contract**

Companies that have been awarded transportation contracts shall submit an original certificate of insurance provided by your insurance carrier/provider that meets the requirements of the bid specifications. The original insurance certificate is to be presented prior to the execution of contract and will last for the duration of the contract.

### **Insurance—Contractor Responsibility**

The contractor shall assume full responsibility for bodily injuries to or the death of any of the occupants on the buses used in the performance of this contract, or any other persons, by reason of any accident for which he/she or his/her agents shall be legally liable, and for the security of which he/she shall deposit with the District a public liability policy contract issued by a reliable insurance company, approved by the JERSEY CITY Board of Education, indemnifying the contractor and his/her agents for such liability shall be furnished. Contractor agrees to hold the JERSEY CITY Board of Education, their officers, agents, servants and employees harmless from all loss or damages occasioned to it or to any third party or property by reason of carelessness or negligence on the part of the contractor, sub-contractor, agents, servants and employees in the performance of said contract and will after notice therefore defend and pay the expenses of the defense of any such suit which may be commenced against the District Superintendent, The JERSEY CITY Board of Education, their officers, agents, servants and employees by third parties alleging any injury by reason of such carelessness or negligence and will pay any judgment that may be obtained against the District Superintendent, The JERSEY CITY Board of Education, its officers, agents, servants and employees as well as any interest that may appear in such suit.

### **Cancellation of Policy**

The successful bidder's insurance company shall forward notice, in the event of cancellation of the policy, ten (10) days prior to the date of termination of the coverage specified.

1. The district board of education and the Executive County Superintendent shall be notified by the insured whenever any policy is cancelled. Notification shall be made within 48 hours of the receipt of the notification of the cancellation by the insured, and before the cancellation takes effect.
2. If applicable, the contractor will protect, defend, and save harmless the JERSEY CITY Board of Education, its employees and ***enjoined school districts*** from any suits or actions of every nature and description brought against it for or on account of any injuries or damages received or sustained by any party or parties by or from any acts of the contractor, its servants or agents as a result of the performance of the contract.

### **Maintenance of Required Coverage Rates—Duration of Contract**

As a requirement for this bid the contractor shall provide automotive liability insurance in the amount of **\$2,000,000 or greater, combined single limit per occurrence**. The contractor shall maintain the required coverage rate throughout the term of the contract. Failure to maintain or decreasing the required coverage rate, in any manner, anytime during the term of contract shall be cause for possible breach of contract.

The JERSEY CITY Board of Education considers this activity a very serious matter and will report any contractor who fails to maintain the required coverage to the New Jersey Division of Motor Vehicles, the Executive County Superintendent and the New Jersey Department of Banking and Insurance.

#### **IRAN DISCLOSURE OF INVESTMENT ACTIVITIES**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification.

If the Director finds a person or entity to be in violation of law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

In addition, bidders must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the boxes on the lower portion of the enclosed form.

The JERSEY CITY Board of Education has provided in this bid package a form entitled:

#### **Disclosure of Investment Activities in Iran**

All bidders are to complete, sign and submit the form with their bid response.

Failure to complete, sign and submit the Disclosure of Investment Activities in Iran form with the bid response, shall be cause for rejection of the bid.

#### **LITIGATION AND COMPLIANCE**

If any litigation should arise between the JERSEY CITY Board of Education and the successful bidder pursuant to the award of this contract, the venue for any suit shall be laid in the Supreme Court of New Jersey, Law Division of the county in which the Board of Education administering the contract is located.

If awarded a contract, your company/firm will ensure compliance with all applicable Federal, State, and Local Regulations and will certify such compliance to the board of education upon request.



### **MAINTENANCE OF CONTRACT RECORDS**

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

### **MODIFICATIONS**

Any modifications to these specifications after the public advertisement for bids and prior to the scheduled bid opening will be made known by certified mail to all bidders who requested specifications.

### **PASSENGERS (N.J.A.C. 6A:27-1.6)**

Transportation companies shall ensure that only enrolled eligible students assigned by the JERSEY CITY Board of Education, school personnel, and authorized school Attendants shall be transported on the school bus. No unauthorized personnel, especially children of school bus drivers, attendants, and parents of students may ride on vehicle without express written consent of the Board.

Parents, guardians, relatives, friends of students, and the general public are prohibited from entering a school bus unless expressly invited by the school district and/or THE BOARD OF EDUCATION officials. There shall be no standees on the transportation vehicle. The safety of the students on the bus is the district's paramount concern.

The JERSEY CITY Board of Education reserves the right to make modifications of routes subject to the provisions of the bid and of the rules of the State Board of Education.

The contractor shall permit no person, other than the pupils to be transported and employees of the JERSEY CITY Board of Education assigned to the bus, to accompany the pupils without the written approval of the Transportation Coordinator and his/her representative. No merchandise, materials, freight or advertisement of any kind, other than that specifically approved by the ANTOWN Board of Education, shall be carried or displayed on any bus used in the performance of the contract, while pupils are being transported thereon.

### **PENALTIES TO TRANSPORTATION CONTRACTOR**

The JERSEY CITY Board of Education gives as notice and guidance to all bus contractors of a list of penalties that may be assessed against transportation contractors for failure to provide equipment and/or services pursuant to the terms and conditions of this contract. It is the desire of the Board not to assess penalties against contractors. It is our goal and mission to have all contractors to provide equipment and services as specified, in order to transport all students in a safe and efficient manner.

### **RENEWAL OF CONTRACTS**

The JERSEY CITY Board of Education may, at its discretion, request that a contract be renewed in full accordance with N.J.A.C. 6A:27-9.13. The School Business Administrator/Board Secretary may negotiate a renewal of contract proposal and present such negotiated proposal to the Board of Education. The board has the final authority in awarding renewals of contracts.

### **REPORTING STUDENT LEFT UNATTENDED ON THE SCHOOL BUS**

1. Every owner/operator of a school vehicle shall immediately inform the administrator or principal of the receiving school and the chief school administrator of the district board of education providing for the transportation or their designee following an incident in which it has been determined that a student has been left unattended on the school bus at the end of the route. School district or school bus contractor personnel who discover, or to whom it is reported, that a student has been left on a school bus shall immediately report the incident to the owner/operator of the vehicle. A student is considered to have been left unattended on the school bus at the end of the route when the driver has left the vicinity of the bus.
2. The bus driver and the attendant (when applicable) are to check the bus for children left on board at the conclusion of every run. This check is to be performed at the school for drop offs and at the conclusion of "from school runs." School vehicles must be checked either at the last stop or driven to a safe location and checked prior to returning to the bus depot (terminal).

### **ROUTES**

Within 10 days of the start of the contract, the vendor shall submit to the JERSEY CITY Board of Education, a route description which shall include, at minimum, each bus stop, the schedule for arriving and departing and the actual streets traveled. The direction of the vehicle from the last stop shall be along the safest most direct route to the destination that are not to be described by the Jersey City Board of Education on the route description contained in the bid.

Once a route is awarded, contractors must notify parents or guardians of their child'(s) pick up time within 48 hours prior to the route starting. When applicable, the Board reserves the right to add students from surrounding towns up to where the capacity allows taking into account time as well as the disability of a student.

The JERSEY CITY Board of Education route sheets, accompanying this bid specification require one vehicle for each route and a different driver and or attendant(s) as required for each route. This requirement cannot be waived.

#### **Seating Chart**

The successful bidder agrees to assign seats to all students in accordance with the name list supplied by the Transportation Coordinator or his designee and submit one copy of seating chart for each route to the Transportation Office by the last Friday in September of each year, in compliance with state rules and regulations. Said chart to be filed with and approved by the Transportation Coordinator. For contracts awarded due to bidding after the last Friday in

September, submit seating charts twenty-five (25) days after the bid date. In instances when ridership is increased/decreased new seating charts are to be submitted within 3 days.

#### Attendance; Daily

The contractor agrees to have the attendant or driver complete a daily attendance check list for each bus route. Attendance forms, which will be supplied by the district, are to be sent or delivered to the Transportation Office at the end of each month signed by the attendant or driver

#### Route Sheets

The route sheets will determine the type and size of vehicle to be used and will specify lift vans or buses as necessary. The route sheet will also indicate whether the route is to and from school within district, or out of district. This will determine the type of contract to be issued to the vendor after award. The route sheet will also specify the number of attendants required. (In cases of out-of-district pupil transportation requested on the route sheet, the JERSEY CITY Board of Education reserves the right to bid by route, per pupil, by mileage, or by vehicle on a per diem or per annum basis. The type of bidding for out-of-district service will be noted on the route sheet.)

Listing of numbers of students on route sheets are approximate and for informational purposes only. Vendors will keep up to date route lists in their place of business for use by substitutes and regular drivers for all routes.

#### **STOCKHOLDERS DISCLOSURE/STATEMENT OF OWNERSHIP**

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

**As amended by P.L. 2016 c.43**, no business organization, regardless of form of ownership, shall be awarded any contract for the performance of any work or the furnishing of any goods and services, unless, prior to the receipt of the bid or accompanying the bid of said business organization, bidders shall submit a statement setting forth the names and addresses of all persons and entities that own ten percent or more of its stock or interest of any type at all levels of ownership.

The included Statement of Ownership shall be completed and attached to the bid proposal. This requirement applies to all forms of business organizations, including, but not limited to, corporations and partnerships, publicly owned corporations, limited partnerships, limited liability corporations, limited liability partnerships, sole proprietorship, and Subchapter S

corporations. **Failure to submit a disclosure document shall result in rejection of the bid as it cannot be remedied after bids have been opened.**

#### **SUBCONTRACTING PROHIBITED**

No transportation contract shall be subcontracted without the prior written approval of the JERSEY CITY Board of Education.

#### **TRAINING PROGRAMS**

1. The contractor will ensure and take all necessary steps to ensure that drivers and attendants are properly trained to perform their duties.
2. The contractor shall administer a safety education program for all permanent and substitute drivers and bus attendants.
3. Drivers and attendants will be required to participate in scheduled school bus evacuation drills.
4. The contractor must provide drivers and attendants with training which addresses the issues of students who are hidden and/or sleeping on school vehicles.

The contractor will ensure that drivers and attendants are properly trained to perform their duties.

The contractor shall administer a safety education program for all permanent and substitute drivers and bus attendants.

The JERSEY CITY Board of Education requires training for new drivers, substitute drivers and attendants.

5. In accordance with P.L. 2015, c.123, the Department of Education has developed a training program for school bus drivers and school bus Attendants on appropriate procedures for interacting with students with special needs. Training materials developed to satisfy the requirements of *N.J.S.A. 18A:39-19.2* and 3 are now available on the Department's Student Transportation webpage. The online materials consist of a video, a question-and-answer document, a certificate template that demonstrates the driver/attendant has completed the training, and a student information card. The contractor shall ensure compliance with

the requirements of *N.J.S.A. 18A:39-19.2* and 3 governing the training of school bus drivers and

Attendants, and shall annually submit required documents to the county superintendents of school on or before August 31 or upon employment for newly hired drivers and/or attendants.

### **Training Requirements**

- All drivers employed by the contractor must attend an 8-hr. approved Defensive Driving Course (for School Bus Drivers) every 2 years. The instructor must be certified to teach said course. Proof of attendance and copy of Defensive Driving Course Certificate must be presented to the
- Jersey City Public Schools. This course must be completed within 60 days after appointment as driver. Driver Training is the responsibility of the contractor. Training site to be selected and paid for by the Vendor. Drivers may also be required to attend an additional training session sponsored by the Jersey City Public Schools.
- The contractor will be required to ensure that drivers and attendants are properly trained to perform their duties.
- The contractor shall administer a safety education program for all permanent and substitute drivers and attendants.
- All drivers and attendants who are involved in the operation of these routes may be required to attend a training session at the contractor's expense.
- Since the attendant is the contractor's primary contact with parents and pupil, they also possess a public relations function as well, and must be trained in dealing with handicapped pupils and their parents.
- The contractor will be required to present proof to the Jersey City Public Schools of training received by the Driver and Attendant upon request.
- Drivers and attendants will be required to participate in scheduled school bus evacuation drills.
- If new drivers and attendants are hired by contractor after the initial training program, contractor must arrange to have drivers take the State Defensive Driver Training Course within sixty (60) days after appointment as driver at no cost to the Jersey City Public Schools. In the case of a new attendant, the same time frame applies, training site to be selected and paid for by the vendor.

FAILURE TO ATTEND AND COMPLETE ANY COURSE AS SCHEDULED SHALL BE GROUNDS FOR TERMINATION OF SAID EMPLOYEE.

### **TRANSFER OF CONTRACT**

The successful contractor agrees to notify the Transportation Coordinator or his/her designee in writing, when the firm, company, partnership, or business is sold forty-five (45) days prior to the signing of the contract sale. The contractor (seller) agrees to require the purchaser to execute PUPIL TRANSPORTATION CONTRACT TRANSFER AGREEMENT for each route and specifications as well as bonding. Affirmative Action Forms and other requirements of the law including rules, regulations and procedures of the State of New Jersey Department of Education and the JERSEY CITY Board of Education. It is further agreed the purchaser will not service any route until the proper district resolution, affirming the transfer of all routes are adopted and contracts are properly transferred to the name of the new owner.

Whenever a contractor has entered into or intends to enter into an agreement to sell or assign to a purchaser all of the contractors' rights and liabilities with respect to the transportation contract between JERSEY CITY Board of Education and the contractor, such assignments require the approval of both the JERSEY CITY Board of Education and purchaser.

The transfer shall impose no additional cost to the JERSEY CITY Board of Education. All terms of the original contract shall remain in effect. The assignment between the Board of Education and purchaser provides:

- Affirmative action documentation;
- Certificate of insurance;
- Corporate surety (performance bond);
- Iran Disclosure Form;
- Stockholders/ownership disclosure statement; and
- Other documents that may be required by the board of education.

The prescribed pupil transportation contract transfer agreement shall be completed for each contract. The transfer must be approved by the JERSEY CITY Board of Education.

### **TRIPS**

The direction of the vehicle shall be the safest most direct route to and from the destination.

### **TUBERCULOSIS TESTING**

The contractor shall ensure that all bus drivers and bus Attendants are tested for tuberculosis infection in compliance with N.J.A.C. 6A:32-6.3.

## **VEHICLES**

1. Transportation equipment shall be properly registered by the Motor Vehicle Commission, meet all current specifications in accordance with Federal and State law, the rules of the State Board of Education, and any additional specifications of the JERSEY CITY Board of Education.

2. **Accepted Date of Vehicle--Year of School Vehicle—2012 or Newer**

The JERSEY CITY Board of Education will only accept bids on National School Bus Glossy Yellow Vehicles, which have a vehicle manufacture year of **2012 or newer**

THE BOARD OF EDUCATION will use as a basis of compliance with this section by reviewing the year that is found on the NJ MVC Vehicle Registration Card.

**Exception—Wheelchair Lift Vehicles—2012 or Newer**

Bid prices will be accepted by the Board of Education for National School Bus Glossy Yellow Vehicles with wheelchair lifts and seating with a manufacture year of 2012 or newer.

**Exception—Emergent/Unforeseen Circumstances**

An older school bus vehicle, one manufactured within the guidelines of N.J.S.A. 39:3B-5.1, may be used in emergent/unforeseen circumstances for no more than five (5) days cumulative total in one school year. Written permission must be received from the Board of Education prior to use any older vehicle.

**Rejection of Bid**

Bid prices on routes for National School Bus Glossy Yellow Vehicles dated earlier than 2012 will be considered non-responsive and subject to disqualification and rejection of bid.

**Vehicle Registration Cards—Copies Required—Submit with Bid**

As a requirement for this bid, all bidders shall submit with their bid, copies of National School Bus Glossy Yellow Vehicle Registration Cards, providing documentation of compliance with the Accepted Date of Vehicle section of this bid. Failure to submit copies of the Vehicle Registration Cards with the bid shall be cause for disqualification and rejection of the bid.

**Vehicle Registration Cards—Copies Required—Submit with Route**

All contractors must submit upon awarding of a route, a copy of the vehicle registration card of the school bus vehicle assigned to the route. Failure to provide the copies of the vehicle registrations may lead to penalties being assessed.

3. All vehicles shall be systematically inspected twice within the year and display a school bus certification inspection sticker to ensure that such vehicles and equipment are in safe and proper operating condition.
4. The contractor shall provide and maintain an adequate number of school buses, including spares, to safely transport any and all students assigned to the routes contained in this bid and to assure uninterrupted service in the event of mechanical breakdown.

#### **Breakdown of Vehicle**

In the event of a breakdown of a school bus vehicle, the transportation company shall:

- Notify the company dispatcher to send a backup vehicle;
  - Notify Parent/Guardian of any delays;
  - Contact police if the need warrants police assistance;
  - Contact receiving school principal of vehicle disability;
  - Contact Transportation Department of the JERSEY CITY Board of Education
5. The JERSEY CITY Board of Education or designee reserves the right, during the term of the contract, to inspect for approval any vehicle in use on routes covered by the contract and further reserves the right to ride any vehicle on a route covered by the contract.
  6. **Types of School Bus Vehicles Required—National School Bus Glossy Yellow**  
As a requirement for this bid, the JERSEY CITY Board of Education will only accept bids from transportation companies that will provide the following School Vehicles, unless so otherwise noted on the Route Description:

#### **Type A with S2 Plates—National School Bus Glossy Yellow (School Vehicle Type II)**

Where specified in the route description, contractors shall submit a bid on a Type A school bus vehicle with S2 license plates. The buses shall be painted with National School Bus Glossy Yellow with up to 16 passenger seating, not including the bus driver.

#### **Type B with S1 Plates—National School Bus Glossy Yellow (School Vehicle Type I)**

Where specified in the route descriptions, contractors shall submit a bid on a Type B school bus vehicle with S1 license plates. The buses shall be painted National School Bus Glossy Yellow from 16-30 passenger seating, not including the bus driver.

#### **Type C or D with S1 Plates—National School Bus Glossy Yellow (School Vehicle Type I)**

Where specified in the route description, contractors shall submit a bid on a Type C or Type D school bus vehicle with S1 license plates. The buses shall be painted National School Bus Glossy Yellow with up to 54 passenger seating, not including the bus driver.

No cars, station wagons, vans or other non-National School Bus Glossy Yellow vehicles will be accepted unless it is indicated on the route description.



Contractors who substitute vehicles after the contract is awarded, shall be assessed a per diem penalty for each day the substituted vehicle is used. Contractors may also be considered in possible breach of contract for this violation.

**Bidders are to carefully read the attached Route Descriptions to determine what type of school bus vehicle is required for that particular route.**

7. The JERSEY CITY Board of Education will not reimburse the contractor for the cost of repairs for any damage to vehicles caused by students.

8. Inspection; Bi-Annual

The successful bidder agrees to provide copy of written verification (inspection report) of bi-annual inspection to the Transportation Coordinator after completion of inspections, but in no event later than 30 days after the due date for passing of inspection. The verification shall include bus number, VIN number, license number, and inspection sticker number. The Transportation Coordinator and/or designee upon receipt of verification shall perform an on-site inspection of vehicles at the vendors' depot or at school buildings.

No vehicle is to be used by a contractor on any route contracted to the JERSEY CITY Public Schools unless the vehicle has been previously inspected and approved in writing by the Transportation Coordinator or designees. FAILURE TO COMPLY WILL RESULT IN NON-PAYMENT AND POTENTIAL TERMINATION OF THE CONTRACT

### **Other Vehicle Conditions and Requirements**

#### **Alternate Transportation**

If in the event of vandalism to the bus fleet or in case of severe inclement weather and the number of operable buses necessary to complete all runs is fewer than required, it is the contractor's responsibility to arrange for immediate alternate transportation that meets the full intent of the specifications with notification to the Transportation Coordinator or designee that said alternative transportation will be provided by a district-approved vendor.

#### **Garage Facilities**

The contractor shall provide such garage service, cleaning, repairmen, maintenance service, and other facilities and services as shall be necessary to maintain each bus used in the performance of the contract and daily satisfactory operating condition. Pursuant to all approved rules and regulations, each bus must be heated when in use during cold weather and must present a good appearance at all times. The contractor's service embraces all cost of operation and maintenance, and includes the of competent operating personnel, equipment, gas, oil, tires, repairs, cleaning service, and all other matters and things necessary to provide safe, efficient, comfortable and prompt transportation and buses of modern design and in first-class mechanical condition.

#### Record Keeping; Vehicle Maintenance and Inspection

In accordance with N.J.A.C. 6A:27-7.9, bus owners shall retain all records of inspection and quarterly maintenance reports for the life of the vehicle. Such records shall be available for the review by the New Jersey Motor Vehicle Commission, Department of Transportation, and Department of Education. Inspection records must include:

- A daily vehicle condition report by a driver. These reports must be retained for not less than thirteen (13) months.
- A record of vehicle inspection.
- A systematic inspection and quarterly maintenance record signed by the person making repairs and inspection, which shall be maintained for each vehicle.
- For leased or otherwise contracted vehicles an identification of the leaser or contractor furnishing the school bus shall be included.

Quarterly bus inspections performed by the contractor for buses servicing the JERSEY CITY Public School routes shall be completed and a written report of the condition of each vehicle shall be placed in the Maintenance File. Said file shall be open to inspection by the Transportation Coordinator and/or designee between 7:00 A.M. and 6:00 P.M. daily, Monday thru Friday. Copies of all maintenance records and quarterly inspections shall be forwarded to the Transportation Department within three (3) days upon written request and immediately whenever an emergency situation arises. An emergency situation shall be decided by the Transportation Coordinator and/or designee. Once an emergency situation has been declared, no disagreement on the part of the contractor will be accepted.

#### Vehicle Required; Determined in Route Sheet Description

The route sheets will determine the type and size of vehicle to be used and will specify lift vans or buses as necessary. The route sheet will also indicate whether the route is to and from school within district, or out of district. This will determine the type of contract to be issued to the vendor after award. The route sheet will also specify the number of attendants required. (In cases of out-of-district pupil transportation requested on the route sheet, the JERSEY CITY School District reserves the right to bid by route, per pupil, by mileage, or by vehicle on a per diem or per annum basis. The type of bidding for out-of-district service will be noted on the route sheet.)

#### S-2 Cars and Vans; Non-National School Bus Glossy Yellow

The route sheets will determine the type and size of vehicle to be used and will specify lift vans and buses as necessary. The JERSEY CITY Public Schools reserves the right to utilize S-2, cars and station wagons. The route sheet will also indicate whether the route is to and from school within district, or out of district. This will determine the type of contract to be issued to the vendor after award. The route sheet will also specify the number of attendants required.

## Back Up Vehicles

Each contractor shall certify that a minimum number of back-up vehicles shall stand ready, according to the schedule below, at their site during the hours "to and from" routes are in operation. Back-up vehicles must be presented for inspection prior to award of contract. In addition, back-up vehicles must be available for inspection during the term of the contract whenever requested by the JERSEY CITY Public Schools. FAILURE TO COMPLY WILL RESULT IN LOSS OF CONTRACT.

	No. of Bus Routes	No. of Back-up Vehicles
	1 - 10	1
	11 - 20	2
	21 - 30	3
	31 - 40	4
	41 - 50	5
	51 - 60	6
	61 - 70	7
	71 - 80	8
	81 - 90	9
	91 -100	10
	No. of Van Routes	No. of Back-up Vehicles
	1 - 10	1
	11 - 20	2
	21 - 30	3
	31 - 40	4
	41 - 50	5
	51 - 60	6
(i.e.)		
Sample No. 1		4 Bus Routes 1 Bus Back Up 5 Van Routes 1 Van Buck Up
Sample No. 2	12 Bus Routes	2 Buses Back Up
Sample No. 3	26 Van Routes	3 Van Buck Up
Sample No. 4		5 Van Routes
	3 Wheelchair Vans	1 Wheelchair Back Up
	2-16 Passenger Van 12 Bus Routes (which includes)	1-16 passenger Back Up
	8-54 Passenger Bus	1-54 Passenger Back Up
	3-36 Passenger Bus	1-36 Passenger Buck Up
	1-24 Passenger Bus	1-24 Back Up

A back-up vehicle is defined as a vehicle that is immediately available to be placed into service when breakdown or any other emergency occurs.

## **VEHICLE EQUIPMENT REQUIREMENTS**

All vehicles used in the performance of this contract shall be equipped pursuant to Federal Law, State Law and Administrative Code. The JERSEY CITY Board of Education also requires all vehicles to have in good working order the following equipment on the school vehicles:

- **TWO WAY RADIOS**

Every vehicle provided by the contractor shall have fully functional two-way radio system capable of communication with the dispatcher of the contractor. Two-way radios must be capable of clearly communicating throughout the route service area. A non-operating two-way radio will be considered a nonperformance activity of the contractor, and the contractor shall be subject to assessment of penalties and possible breach of contract. The fully functional operation of a two-way radio system is a critical safety item.

- **CHILD RESTRAINT SYSTEMS; VESTS, CAR SEATS**

The contractor shall supply pre-school children and older students (pursuant to the IEP) with appropriate child restraint systems, vests and car seats, when requested and at no cost to the JERSEY CITY Board of Education or each enjoined school district.

- **ROUTE IDENTIFICATION CARD—PLACED IN WINDOW**

All vehicles must have a route identification card for every route. This card must be placed in the inside second window back from the service door on the same side as the service door. The Route Identification card should note the following:

- Route Number
- School Destination

It must be on an 8.5 x 11 sheet, landscape orientation using Arial font at size 190. Black lettering on a white background will be used for clear windows. When windows are tinted, white lettering with a black background must be used.

Equipment; Operational at All Times

The JERSEY CITY Board of Education expects all contractors to provide equipment for school vehicles as specified in the bid. The equipment shall also be operational at all times. Failure to provide equipment or to ensure the equipment is operations will lead to penalties to be assessed and may also lead to a possible breach of contract.

## **PENALTIES TO TRANSPORTATION CONTRACTOR**

The Board of Education has provided in this bid specification package a list of penalties that may be assessed. All bidders are to review the section in the bid packages entitled Penalties for Transportation Companies.

**JERSEY CITY  
BOARD OF EDUCATION**

**JERSEY CITY, New Jersey**

**PENALTIES  
TRANSPORTATION CONTRACTOR**

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

<b>PENALTIES FOR TRANSPORTATION CONTRACTORS</b>
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The section on Penalties for Transportation Contractors provides a list of monetary penalties to be assessed on the failure to comply with the bid specification requirements on the following:

- Accidents
- Administrative/Clerical
- Arrivals and Departures; Lateness
- Commingling of Routes; Students; Doubling of Routes
- Contracts Execution; Missed Deadline
- Equipment; Failure to Provide; Non-operational
- Missed Pickups
- Passengers; Unauthorized
- Service; Failure to Provide
- Sole Purpose of Vehicle
- School Bus Driver and Attendant
- Stops; Unauthorized
- Students Left on the Vehicle
- Subcontracting of Routes; Unauthorized
- Transportation Attendants
- Vehicle Maintenance
- Vehicles; Penalties
- Vehicles; Unauthorized

All contractors are encouraged to share the list of penalties with all drivers and attendants working on student transportation routes for THE BOARD OF EDUCATION.

**Right to Appeal/Dispute**

The contractor may dispute said penalties. He/she shall serve notice of appeal upon the Superintendent within (30) days of the penalty being served. The decision of the Board of the JERSEY CITY Board of Education shall be final and binding.

## PENALTIES TO TRANSPORTATION CONTRACTOR

The JERSEY CITY Board of Education gives as notice and guidance to all bus contractors of a list of penalties that may be assessed against transportation contractors for failure to provide equipment and/or services pursuant to the terms and conditions of this contract. It is the desire of the Board not to assess penalties against contractors. It is our goal and mission to have all contractors to provide equipment and services as specified, in order to transport all students in a safe and efficient manner.

### **Breach of Contract**

In the event the contractor fails to provide service in accordance with these specifications and stated requirements, the contractor may be considered in breach of contract. Cancellation of the contract and/or enforcement of contractor's performance bond may result.

### **Accidents**

- **Accident; Failure to Report**

The JERSEY CITY Board of Education requires all school bus drivers and transportation contractors to notify the appropriate personnel when there is a school bus accident.

Penalties will be assessed by the JERSEY CITY Board of Education when accidents are not reported in a timely fashion and are not in compliance with N.J.A.C. 6A:27-12.2 and school JERSEY CITY Board of Education policy and procedures. The penalties are as follows:

- **Immediate Notification of Accident**

Failure to immediately notify the JERSEY CITY Board of Education of a school bus accident, shall lead to an initial penalty of **\$1,000.00** and a **\$500.00 per diem** penalty for each day the accident is not reported.

- **Preliminary School Bus Accident Report - Failure to Submit**

Failure to submit a completed and signed Preliminary School Bus Accident Report (PSBAR) to the JERSEY CITY Board of Education Office of Transportation, within ten (10) days of the accident, shall lead to a penalty of **\$500.00 per diem** for each day after the ten (10) day deadline.

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

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

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

1. Bidder's Guarantee
2. Business Registration Certificate
3. Evidence of the Bidder's Ability to Obtain the Required Insurance Coverage
4. Omnibus Transportation Employee Testing Act Compliance Assurance
5. School Bus Driver Annual Certification Compliance Assurance
6. Disclosure of Investment Activities in Iran
7. Prescribed Questionnaire
8. Consent of Surety
9. Statement of Ownership Disclosure
10. Coordinated Transportation Services Agency Membership Form (CTSA only)
11. Affirmative Action Documentation or Questionnaire
12. Non-Collusion Affidavit
13. Bid Sheet



## **Administrative/Clerical**

While transportation students to and from school is the paramount requirement of this contract, the Board of Education reminds all contractors that providing quality administrative and clerical services is also important. The Board sets the following penalties as it pertains to administrative and clerical responsibilities.

- Failure to furnish documentation for new drivers within 3 days--\$100.00 per day per individual
- Failure to complete driver's pre-trip inspection--\$100.00
- Failure of Bus Driver and Attendant to document participation in emergency drills--\$500.00 per incident
- Failure of vendor having FAX Machine Operating 24 hours – 7 days a week--\$100.00 per day
- Vendor blocking out time and date on FAX machine--\$100.00 per day
- Failure to provide written verification of bi-annual inspection (inspection report) --\$100.00 per day per vehicle
- Failure to supply evidence of ownership or lease for all vehicles including backup vehicles--Possible breach of contract.
- Failure to maintain quarterly bus Grounds for Inspections by contractor—Possible breach of contract
- Failure to notify the Transportation Department if student fails to show three (3) consecutive days-- \$200.00

There are other administrative and clerical responsibilities outlined in this chapter.

## **Arrivals and Departures; Lateness**

**Five (5) Minutes**--Failure or deficiencies in performance the timely rendering of the continuing service required of the contractor shall be the essence to the contract. Lateness of *five (5) minutes* or more which occur on each route will be handled as follows:

1	1st Lateness	\$50.00
2	2nd Lateness and each subsequent lateness for the route.	100.00

SAID FINES MAY BE DEDUCTED BY THE JERSEY CITY  
PUBLIC SCHOOLS FROM ANY PAYMENT DUE OR TO  
BECOME DUE TO THE CONTRACTOR

**Fifteen (15) Minutes**--Failure or deficiencies in performance the timely rendering of the continuing service required of the contractor shall be the essence to the contract. Lateness of *fifteen (15) minutes* or more which occur on each route will be handled as follows:

- |   |  |          |
|---|--|----------|
| 1 | 1 <sup>st</sup> Lateness   | \$100.00 |
| 2 | 2 <sup>nd</sup> Lateness and each subsequent lateness for the route. | \$200.00 |

SAID FINES MAY BE DEDUCTED BY THE JERSEY CITY  
PUBLIC SCHOOLS FROM ANY PAYMENT DUE OR TO  
BECOME DUE TO THE CONTRACTOR

**More than Thirty (30) Minutes**--Failure or deficiencies in performance the timely rendering of the continuing service required of the contractor shall be the essence to the contract. Lateness of *thirty (30) minutes* or more which occur on each route will be handled as follows:

- |   |  |          |
|---|--|----------|
| 1 | 1 <sup>st</sup> Lateness   | \$200.00 |
| 2 | 2 <sup>nd</sup> Lateness and each subsequent lateness for the route. | \$300.00 |

SAID FINES MAY BE DEDUCTED BY THE JERSEY CITY  
PUBLIC SCHOOLS FROM ANY PAYMENT DUE OR TO  
BECOME DUE TO THE CONTRACTOR

### **Commingling of Routes; Students; Doubling Routing**

Any contractor found to be engaging in the practice of commingling students or double routing of one route with another route, will immediately face a penalty deduction of the \$1,000 per day for each day the infraction occurs. If the practice continues after a warning from the JERSEY CITY Board of Education, the contractor may be considered in breach of contract and a demand put on the performance bond.

Contractors are required to supply a vehicle for each route to transport only those students assigned to that particular route. Under no circumstances are students from one school to be transported with students from another. No commingling unless specified on route list sheet.

The subcontracting of any route awarded to a contractor shall be prohibited. FAILURE TO COMPLY WILL RESULT IN TERMINATION OF CONTRACT-NO PAYMENT TO CONTRACTOR WILL BE MADE FOR ROUTE.

**DOUBLE ROUTING** is defined as follows: The use of one bus to service two or more district routes where the contract requires one bus for each route i.e. the use of one bus to pick-up the children on one route, deliver them to school and then pick-up the children on another route

and deliver them to school or using one bus to pick-up the children on two routes and deliver them to school.

Pursuant to the above definition, contractors are hereby strictly prohibited from engaging in the practice of "Double Routing", as it serves only the interest of the individual vendor and does not serve the interest of the JERSEY CITY Board of Education or its school children.

The practice of "double routing" does not permit pickups to be commenced at the times specified in the route sheets; the use of this concept has the capacity to adversely affect the children's safety and the educational process; it impinges upon homeroom time which is a vital component of the educational process, particularly for handicapped children.

### **Contracts Execution; Missed Deadline**

Any contractor who fails to submit executed contracts and related contract documents to the Board of Education within ten (10) days of receipt, may be assessed a penalty of the route per diem for each day the contracts and documents are late being returned. Please note the per diem penalty also includes weekends and holidays.

### **Equipment; Failure to Provide; Non-operational**

The JERSEY CITY Board of Education expects all contractors to provide equipment for school vehicles as specified in the bid. The equipment shall also be operational at all times. Failure to provide equipment or to ensure the equipment is operations will lead to penalties to be assessed as follows:

- **Two Way Radio Communication System**

The JERSEY CITY Board of Education requires that all school vehicles under contract with the board be equipped with a two-way radio system. Failure to have an operational two-way radio system on a vehicle may lead to a penalty of \$500.00 per occurrence.

- **Equipment; Other**

The Board of Education reminds all contractors that other equipment as specified shall also be provided with the vehicles and be operational. Failure to provide or have operational such as the child alert systems or failure to post Route Identification Cards will lead to a \$250.00 per diem penalty.

### **Missed Pickups**

A contractor must transport assigned children every school day during the length of this contract. A contractor missing a pickup will immediately face a reduction of the two (2) times the per diem rate (including Attendant cost if applicable) for each missed pick up and may be required to return to pick up the student.

### **Passengers; Unauthorized**

Any contractor found to have unauthorized passengers on the vehicle, especially children of bus drivers, Attendants and parents of students, shall be assessed a penalty of \$500.00 for every documented violation of this kind.

### **Service; Failure to Provide**

Any contractor failing to provide student transportation service on any route, may be assessed a penalty deduction of the total per diem route cost (route and Attendant) for each morning run and each afternoon run. Continuing problems in failing to provide adequate service may lead to cancellation of contract.

### **School Bus Driver and Attendant Penalties**

- **Assisting Students on and off the School Bus Vehicle**

The JERSEY CITY Board of Education requires all bus Attendants to assist students on and off the school bus vehicle; especially pre-school, handicapped and medically fragile students. Failure to assist students which is proven to lead to an unnecessary fall or accident shall lead to a minimum of a \$500.00 penalty being assessed against the bus company.

- **Bus Driver's License; Failure to Produce; Improper Driver's License**

The JERSEY CITY Board of Education reserves the right to request and inspect the bus driver's license. Failure of the school bus driver to produce the license upon request by authorized the Board of Education personnel shall lead to an assessment of \$1,000.00 per occurrence.

- **Clothing; Uniform; Shoe Wear**

School bus drivers and bus Attendants are to dress in a company identifying uniform clothing e.g. shirt, sweater, windbreaker, parka, etc., that identifies the driver and Attendant as an employee of their company. School Bus drivers shall not wear SHORTS, TANK TOPS, SLIP ON SANDALS, or SHOES WITH OPEN HEEL OR TOE AREAS OR OTHER CLOTHING DEEMED IN APPROPRIATE BY DISTRICT STAFF. Failure to follow the dress code set by the bid specifications shall lead to an assessment of \$100.00 per occurrence per individual penalty against the transportation company.

- **Electronic Equipment; Improper Use**

School bus drivers and bus Attendants are prohibited from USE OF CELL PHONES, NEXTEL PHONES, PTT DEVICES, IPOD OR OTHER MUSIC DEVICES INCLUDING THE WEARING OF EARPHONERS, BLUETOOTH HEADSETS OR EARBUDS WHILE OPERATING BUSES WITH OR WITHOUT STUDENTS ON BOARD EXCEPT TO COMMUNICATE DURING AN ACTUAL EMERGENCY. A driver operating school vehicles while transporting students and using an electronic device shall be considered in violation of improper use of electronic equipment. The transportation company shall be assessed \$500.00 for every documented occurrence.

- **Failure to Report Student Absences**

If a student assigned to a special education route is not present at the assigned stop for three (3) consecutive days, the contractor shall report this absence to the district transportation supervisor. **Failure to provide this information shall lead to a penalty of \$250.00 being assessed against the transportation company.**

- **Speeding, Careless and Unsafe Driving**

If during the course of transporting students under contract with THE BOARD OF EDUCATION, the school bus driver is stopped by law enforcement officials or the NJ Division of Motor Vehicles School Bus Division for any speeding, careless or unsafe driving, the bus contractor will be assessed penalties as follows:

Speeding	\$ 500.00
Careless Driving	\$1,000.00
Unsafe Driving	\$1,000.00

### **Sole Purpose of Vehicle**

The vehicle(s) assigned to the routes specified herein shall not be utilized for other purposes during the time periods designated by the route descriptions. The sole purpose of the vehicle is to be used to transport students in accordance with the route descriptions. Any documented misuse of the vehicle while under contract with THE BOARD OF EDUCATION may lead to cancellation of contract.

### **Stops; Unauthorized**

Any contractor found to have performed an unauthorized stop, while transporting JERSEY CITY Board of Education students, shall be assessed a penalty of \$500.00 for each documented violation of this kind.

### **Students Left on the Vehicle**

It is the responsibility of the driver and/or Attendant to inspect every seat of the transportation vehicle after dropping students off at school and at the end of the day to ensure that no students remain on the vehicle. N.J.S.A. 18A:39-28 and N.J.S.A. 18A:39-29

If after dropping students off at school and leaving the school grounds, the driver and Attendant find there is still a student on the bus, and they must return back to the school or to the home to drop the student off, the contractor shall be assessed a penalty of \$500.00 for each documented violation of this kind.

If it is found that a student has been left unattended on the bus, the contractor will be assessed a penalty of **\$2,000.00**. A student is considered to have been left unattended on the school bus at the end of the route when the driver has left the vicinity of the bus.

- **Termination of Driver and Attendant**

The abandonment of students on the vehicle is considered by the Board of Education to be a serious infraction and would demand that both the driver and the Attendant be immediately terminated. The driver and Attendant would also be subject to penalties as outlined in N.J.S.A. 18A:39-29 and N.J.S.A. 18A:39-30

### **Subcontracting of Routes; Unauthorized**

Any contractor found subcontracting any transportation route, or using a school bus vehicle from another company without written permission from the Transportation Coordinator shall have the transportation contract reviewed by the school board attorney for possible breach of contract.

### **Transportation Attendants**

Any contractor failing to provide a student transportation attendant on the route may be assessed a penalty deduction of one and one-half (1 1/2) times the per diem Attendant cost for each morning run and each afternoon run. Failure of transportation attendant to perform assigned duties, will also result in a penalty deduction of one and one-half (1 1/2) times the per diem Attendant cost for each documented offense.

### **Vehicle Maintenance**

Any contractor that fails to properly maintain their vehicle which leads to discomfort to students e.g. lack of heat, air conditioning, etc., may be assessed a penalty of \$250.00 per documented occurrence.

### **Vehicles; Unauthorized**

Contractors are to transport students on "National School Bus Glossy Yellow" vehicles, as specified on the route description. Any contractor that fails to transport students on a "National School Bus Glossy Yellow" vehicle, as specified, shall be assessed a penalty of the per diem route and Attendant rate, per documented occurrence and also be subject to possible breach of contract.

### **Vehicles--Penalties**

- Failure to notify Transportation Department within five (5) minutes of breakdown--\$200.00 per incident
- Failure to send replacement vehicle within fifteen (15) minutes--\$200.00 per vehicle
- Failure to supply alternative vehicle in event of vandalism or severe inclement--\$200.00 per incident
- Failure to maintain or repair vehicles---\$200.00 per incident
- Back-up vehicles shall stand ready--\$200.00 per incident
- Failure to post proper route cards in bus--\$100.00 per incident

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

## **Transportation Bid Documents**

**THE FOLLOWING DOCUMENTS MUST BE COMPLETED AND SUBMITTED IN ORDER FOR YOUR BID TO BE CONSIDERED.**

<b>Documents Provided by the JERSEY CITY Board of Education</b>
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The below listed documents are included in the bid package as provided by the JERSEY CITY Board of Education. The documents are to be completed, signed with original signatures and submitted with the bid response.

- Bid Sheet (Bid Form)
- Bid Certification Form
- Bid Proposal Form
- Meeting Vehicles Specifications Confirmation Form (3 pages)
- Insurance Coverage: Evidence of Bidder's Ability to Obtain **(To be completed by Insurance Agent)**
- Omnibus Transportation Employee Testing Act Compliance Assurance
- School Bus Driver Annual Certification Compliance Statement of Assurance
- Prescribed Form of Questionnaire
- Coordinated Transportation Services Agency Membership Form—CTSA Only!
- Stockholder's Disclosure Statement/Statement of Ownership
- Affirmative Action Documentation or Questionnaire
- Non-Collusion Affidavit
- Non-criminal Employment Check; Statement of Assurance
- Tuberculosis Testing Certification
- Political Contribution Disclosure Form—Chapter 271 PCD
- Disclosure of Investment Activities in Iran

<b>Documents Prepared by Bidder and to be Submitted</b>
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The below listed documents are to be prepared by the bidder. These documents, when required and when applicable, are to be completed, signed with original signatures and submitted with the bid response.

- Affirmative Action Evidence—Certificate of Employee Information Report (Requested)
- Bidder's Guarantee
- Business Registration Certificate
- Consent of Surety
- Registration and Proof of Ownership for Vehicles



**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**BID FORM (Page 1)  
Bid Number PD26-27-TD2-27**

I, the authorized representative of the \_\_\_\_\_  
transportation company, hereby submit the following bid(s) to transport students during the  
2026–2027 school year in accordance with your advertisement, specifications and route  
description(s).

The following routes, Attendant/attendant and mileage are to be bid on a per diem basis:

\*\*Mileage

<u>ROUTE NUMBER</u>	<u>PER DIEM ROUTE COST</u>	<u>PER DIEM AIDE/ATTENDANT COST</u>	<u>INCREASE/DECREASE ADJUSTMENT COST</u>
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
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_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____

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

\_\_\_\_\_  
**Bidder's Signature**

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**BID FORM (Page 2)  
Bid Number PD26-27-TD2-27**

- BIDS WHICH DO NOT INCLUDE AN ADJUSTMENT AMOUNT WILL NOT BE ACCEPTED. PLEASE DO NOT LEAVE BLANK. PUT A \$0 IF NOT GIVING AN ADJUSTMENT AMOUNT.
- In the event bid submissions for a route cost result in a tie bid, the award shall be based on the lowest Attendant cost (if applicable). If there is no Attendant cost, or if that cost also results in a tie bid, the award shall be based on the lowest increase/decrease adjustment cost unless otherwise specified by the board (see below).

If I am awarded the bid, I agree to furnish a school vehicle to meet your approval and that of the Executive County Superintendent of Schools and to comply with the rules and regulations of the State Board relating to student transportation.

---

Company Name

---

Company Address

---

Company Telephone

---

Company E-mail

---

Bidder's Name

---

Bidder's Title

---

**Bidder's Signature**  
(ORIGINAL SIGNATURE ONLY)

---

Date

**\*Please be advised that the per diem amount will be used for awarding routes that do not need an Attendant at the time of awarding the route. The per diem and Attendant amount together will be used for awarding routes that need an Attendant at the time of awarding the route.**  
**Bid Form Pages 1 and 2 must be signed and submitted with the bid.**

## **INSTRUCTIONS FOR COMPLETING BID SHEET**

1. In the column headed "Per Diem Route Price Excluding Attendant(s)" write the cost of the route without consideration of the attendant cost per diem.

EXAMPLE: \$100.

2. In the column headed "Per Diem Price of Attendant(s) Required" write the cost of the attendant on a per diem basis.

EXAMPLE: \$20.

3. In the column headed "Total Per Diem Cost of Route Plus Attendant/s" write the figure obtained by combining information in #1 and 2, above.

EXAMPLE:

One (1) Attendant

- (a)  $\$100. + \$20. = \$120.00$  for routes with one (1) attendant required.

Two (2) Attendant

- (b)  $\$100. + \$20. + \$20. = \$140.$  for routes with two (2) attendants required.

4. On routes which the district is requesting TWO (2) bus attendants, the bid sheet shall indicate the cost for each individual bus attendant.
5. In the column headed "Unit Mileage Adjustment Factor per mile" list price per mile for unit mileage adjustment.

EXAMPLE: \$1.00 or .75, if no increase it shall be listed as 0.

6. In the column headed "Total Annual Cost" list the total found in number 3, above, times the approximate number of days.

EXAMPLE: for Routes with one (1) attendant operating 182 days, multiply  $182 \times \$120. = \$21,840.$  - Total Annual Cost.

EXAMPLE: for Routes with two (2) attendants operating 182 days, multiply  $182 \times \$140. = \$25,480.$  - Total Annual Cost.

JERSEY CITY BOARD OF EDUCATION  
**BID CERTIFICATION**

SPECIFICATIONS FOR THE TRANSPORTATION OF PUBLIC SCHOOL PUPILS ATTENDING SPECIAL CLASSES AT CERTAIN PUBLIC SCHOOLS AND PRIVATE SCHOOLS AND AT THE A. HARRY MOORE SCHOOL FOR THE PHYSICALLY HANDICAPPED

PROPOSALS:

The proposals, properly executed on the form attached hereon, must be delivered prior to the time and the place specified on cover page and must be sealed in the envelope provided by the District for this purpose.

TO: JERSEY CITY PUBLIC SCHOOLS

I hereby submit my bid to transport pupils as per your advertisement and specifications for the Route or Routes described hereinafter.

The amount of my per diem, per mile\* bid and attendant is entered in the pertinent space or spaces listed in the hereinafter pages and includes the cost of liability insurance.

My bid is for each day the schools are in session for the 2026-2027 school year, according to the school calendar, to start **September, 2026 to the last day of schools in June, 2027.**

A cashier's or certified check or bid bond is enclosed in the amount of \$\_\_\_\_\_. (5% of the estimated yearly amount of contract) 180 school days. The 5% will not exceed \$50,000.00.

If I am awarded the bid, I agree to furnish a 100% corporate performance and payment bond for the estimated yearly amount of contract. The contract is estimated to run for the number of school days as indicated on the individual route specification sheet. Additionally, if I am awarded the bid, I agree to furnish a bus or buses to meet the approval of the Transportation Coordinator and the Executive County Superintendent of Schools, and to comply with all Federal, State and local rules and regulations relating to Pupil Transportation.

HOLD HARMLESS AGREEMENT

Contractor agrees to hold the Jersey City Public Schools, their officers, agents, servants and employees harmless from all loss or damages occasioned to it or to any third party or property by reason of carelessness, negligence, recklessness, intentional act or omission on the part of the contractor, sub-contractor, and/or the contractor's and/or subcontractor's agents, servants and employees, in the performance of said contract and will after notice therefore defend and pay the expenses of the defense of any such suit which may be commenced against the Jersey City Public Schools, their officers, agents, servants and employees by third parties alleging any injury by reason of such carelessness or negligence and will pay any judgment that may be obtained against the Jersey City Public Schools, its officers, agents, servants and employees as well as any interest that may appear in such suit.

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

Authorized Agent\_\_\_\_\_

**Signature** \_\_\_\_\_

\*In cases where there are two or more lowest bids of equal amounts (Total of route per diem cost and per diem attendant cost), the per diem route rate will be used as the "tie breaker". Should this be equal, the per diem attendant cost will be used as the "tie breaker. Should this be equal, the per pupil mile bid for extended mileage will be used to determine the award. If the lowest bidder cannot be determined by using these factors, the Jersey City Public Schools retains the rights to select the winning bidder or to re-bid the route.

## **JERSEY CITY BOARD OF EDUCATION**

### **BID PROPOSAL FORM**

Private & Parochial Transportation

**TO: The Jersey City Public Schools**

1. Pursuant to and in compliance with your specifications to bidders the instructions to bidders relating thereto, the undersigned hereby proposes to furnish the work, material or equipment set forth in the specifications applicable to transportation routes for this school year 2026 – 2027 for the amounts set forth on the bid form attached and made a part hereof.
2. ROUTE CHANGES - The Jersey City Public Schools or its authorized representative retains the right to organize, alter and increase the bus stops, and the route of travel of each bus. If any change of route results in increased mileage, adjustments in the contract price will be the separate and distinct unit mileage factor (per mile) cost included in the bid. If deletion of pupils causes a decrease in the route mileage, the adjustment of the contract price downward will be the separate and distinct unit mileage factor (per mile) cost included in the bid.
3. Each bid must be accompanied by a certificate (Consent of Surety) from the bidders' Bonding and Surety Company, stating that it will provide the bidder with the required Performance Bond if the bidder is successful in his/her bid.
4. All vehicles under contract (including backup vehicles) to the Jersey City Public Schools will be subject to inspection between 6:00 am and 6:00 pm daily, Monday thru Sunday by the Transportation Coordinator or designee while performing contractual duties or, at a site and time so designated by the Transportation Coordinator.
5. BID DEPOSIT - Each bid must be accompanied by a cashier's or certified check, or a Bid Bond made payable to the Jersey City Public Schools in the amount of 5% of the estimated yearly amount of the contract (not to exceed \$50,000.00). In the event that a contract is awarded, the successful contractor shall furnish a Performance Bond in the full amount, which shall include the cost of liability insurance.
6. RESERVATIONS - The Jersey City Public Schools reserves the right not only to reject any and/ or all bids submitted hereon but also the right to award a contract or contracts to the responsible bidder or bidders who offer the lowest price for supplying transportation pursuant to the bid specifications, for any one or more of the bus routes listed here on. The bidder hereon may offer a price for supplying transportation for one or more or all of the bus routes listed here on.
7. CONSENT TO TERMS OF BID DOCUMENTS - The bidder agrees to all of the terms and conditions set forth in the advertisement, specifications and bid documents and expresses his/her agreement to said terms by submitting his/her sealed proposal. All terms and conditions of the advertisement, specifications and bid documents shall be incorporated into and deemed a part of any contract(s) executed for the services here in advertised.
8. The undersigned bidder agrees to perform the advertised transportation services for the prices set forth in his/her bid and in strict accordance with the specifications, attached hereto and made a part hereof.

Name of Contractor \_\_\_\_\_

Authorized Agent \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# **JERSEY CITY BOARD OF EDUCATION**

**JERSEY CITY, New Jersey**

## **Meeting Vehicle Specifications Confirmation**

### **CONFIRMATION OF MEETING VEHICLE SPECIFICATIONS—Document to be submitted**

As noted throughout the bid specification package, the JERSEY CITY Board of Education requires National School Bus Glossy Yellow vehicles, equipped pursuant to Federal, State Law and Administrative Code. THE BOARD OF EDUCATION also requires vehicles to have in good working order, equipment so specified in the bid package. All bidders are to confirm the vehicle and equipment requirements by completing, signing and submitting with their bid response the three (3) page document entitled: **Confirmation of Meeting Vehicle Specifications.**

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**Confirmation of Meeting Vehicle Specifications—Page 1  
(To be returned with bid response)**

As a requirement for this bid, the JERSEY CITY Board of Education will only accept bids from transportation companies that will provide the following National School Bus Glossy Yellow Vehicles, unless so otherwise noted on the Route Description. Proof of ownership and registration of all vehicles to be used on the advertised routes shall be provided with the bid submission.

**Vehicle Type C or D with S1 Plates—National School Bus Glossy Yellow (School Vehicle Type I)**

Where specified in the route description, Contractors shall submit a bid on a Type C or Type D school bus vehicle with S1 license plates. The buses shall be painted National School Bus Glossy Yellow with up to 54 passenger seating, not including the bus driver.

**Type C School Vehicle**



**Type D School Vehicle**



I confirm I understand the School Bus Vehicle requirements.

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**Company Name**

---

**Bidder's Signature**

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**Confirmation of Meeting Vehicle Specifications—Page 2  
(To be returned with bid response)**

**Vehicle—Type B with S1 Plates—National School Bus Glossy Yellow (School Vehicle Type I)**

Where specified in the route descriptions, Contractors shall submit a bid on a Type B school bus vehicle with S1 license plates. The buses shall be painted National School Bus Glossy Yellow from 16-30 passenger seating, not including the bus driver.

**Type B School Vehicle**



**Vehicle—Type A with S2 Plates—National School Bus Glossy Yellow (School Vehicle Type II)**

Where specified in the route description, Contractors shall submit a bid on a Type A school bus vehicle with S2 license plates. The buses shall be painted with National School Bus Glossy Yellow with up to 16 passenger seating, not including the bus driver.

**Type A School Vehicle**



I confirm that I understand the School Bus Vehicle Requirements.

---

**Company Name**

---

**Bidder's Signature**



**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**Confirmation of Meeting Vehicle Specifications—Page 3  
(To be returned with bid response)**

**VEHICLE EQUIPMENT REQUIREMENTS**

All vehicles used in the performance of this contract shall be equipped pursuant to Federal Law, State Law and Administrative Code. The JERSEY CITY Board of Education also requires all vehicles to have in good working order, the following equipment on the school vehicles. Please check off each blank line that you understand each vehicle equipment requirement.

**\_\_\_\_\_ Vehicles—Air Conditioned**

All vehicles supplied are to be air conditioned.

**\_\_\_\_\_ Two Way Radios—Radio System**

All vehicles are to be equipped with two way radios as specified.

**\_\_\_\_\_ Route Identification Card—Placed in Window**

All vehicles are to have a route identification card placed in the vehicle window.

**Vehicle Reminder**

No cars, station wagons, or other non- National School Bus Glossy Yellow vehicles will be accepted unless it is indicated on the route description.

**Again, by applying check marks to each item, the Contractor certifies that the vehicle supplied meets the required specifications of the bid.**

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

\_\_\_\_\_  
**Bidder's Signature**

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**EVIDENCE OF BIDDER'S ABILITY  
TO OBTAIN AUTOMOBILE INSURANCE COVERAGE  
N.J.A.C. 6A:27.9.3 (e) (8)**

**TO BE COMPLETED BY THE INSURANCE COMPANY AND SIGNED BY THE INSURANCE AGENT**

**I certify**, in accordance with N.J.A.C. 6A:27-9.3 (e) (8), that

\_\_\_\_\_  
(Transportation Company Name)

is able to obtain and to provide to JERSEY CITY Board of Education prior to the execution of contract, automotive liability insurance in the amount of **\*\*\$2,000,000 or greater combined single limit** per occurrence and Workers Compensation Coverage in accordance with the bid specifications.

\_\_\_\_\_  
**Name of Insurance Company**

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City, State, Zip

Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

\_\_\_\_\_  
Authorized Insurance Agent (Name and Title) Please Print!

\_\_\_\_\_  
**Authorized Insurance Agent Signature**

\_\_\_\_\_  
Date

**\*\*Maintenance of Required Coverage Rates—Duration of Contract**

Insurance agents are to remind client bus companies they are to maintain the required insurance coverage throughout the term of the contract. Failure to maintain or decreasing the required coverage rate, anytime during the term of contract, shall be cause for possible breach of contract. Activities of such shall be reported to the NJ Division of Motor Vehicles, the Executive County Superintendent and the NJ Department of Banking and Insurance.

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**STATEMENT OF ASSURANCE**

**OMNIBUS TRANSPORTATION EMPLOYEE TESTING ACT COMPLIANCE  
ASSURANCE**

(To accompany bid)

The following firm

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

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

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

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

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

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

Telephone: \_\_\_\_\_ E-mail Address \_\_\_\_\_

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

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

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

Address \_\_\_\_\_

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**STATEMENT OF ASSURANCE**

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

(To accompany bid)

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

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

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

(Print or Type)

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

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

Address \_\_\_\_\_

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**PRESCRIBED FORM OF QUESTIONNAIRE**

**SURETY BOND**

\_\_\_\_\_ Corporate – Consent of Surety Attached

**NA** Personal – Consent of Surety Attached (**Not Applicable**)  
A reminder: THE BOARD OF EDUCATION does not accept personal surety bonds.

**FAMILIARITY WITH CONDITIONS OF CONTRACT**

Have you read carefully the applicable New Jersey Statutes, regulations, procedures, the rules of the JERSEY CITY Board of Education pertaining to student transportation, the specifications upon the basis of which the accompanying bid is submitted, and the contract which the successful bidder will be required to execute?

Yes \_\_\_\_\_ No \_\_\_\_\_

**EXPERIENCE OF BIDDER**

1. Have you had previous experience in school or other bus transportation?

\_\_\_\_ Yes \_\_\_\_ No

2. If yes, how many years' experiences? \_\_\_\_\_

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

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

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

Address \_\_\_\_\_

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

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

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**CONSENT OF SURETY – PERSONAL BONDS**

(To accompany the bid – if applicable)

This form is not applicable as The JERSEY CITY Board of Education will not accept Personal Surety Bonds and therefore no action is required with this form by bidders!

**Important Reminder!**

Although Personal Surety Bonds are not acceptable for this bid, the board still requires a Corporate Consent of Surety to be submitted with the bid as noted below:

**Consent of Surety—Requirement for Bid**

Each bid **shall** be accompanied by a Consent of Surety, which must be dated.

The Consent of Surety shall be issued from a surety company licensed and qualified to do business in the State of New Jersey. All certificate (consent) of surety documents must be signed with original signatures.

The Board will not accept facsimile or rubberstamp signatures. The certificate (consent) of surety, together with a power of attorney must be submitted with the bid. Submission of a Consent of Surety which contains any prior conditions upon the Surety's issuance of the required Bonds (other than the award of the contract) may be cause for rejection of the bid.

**Failure to sign the Certificate (Consent) of Surety by either the Surety or Principal, and failure to submit the properly executed Certificate (Consent) of Surety with the bid package, shall be deemed cause for disqualification and rejection of the bid.**

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**Coordinated Transportation Services Agency Membership Form**

(To accompany the bid – CTSA only)

BOARD OF EDUCATION

CHIEF SCHOOL ADMINISTRATOR

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

Address \_\_\_\_\_

Authorized Representative Name and Title \_\_\_\_\_

(Print or Type)

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

**Reminder: Private bus companies submitting bids do not have to complete, sign or submit this CTSA Membership Form. The form is only for use by CTSA's that may respond to this bid.**

## STATEMENT OF OWNERSHIP DISCLOSURE/STOCKHOLDERS DISCLOSURE

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

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

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

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

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

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

### Part II

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

OR

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

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

Name of Individual or Business Entity

Home Address (for Individuals) or Business Address




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

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

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

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

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

**Part IV Certification**

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

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

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

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**AFFIRMATIVE ACTION QUESTIONNAIRE**

(To accompany bid)

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

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

\_\_\_\_ YES      \_\_\_\_ NO

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

2. Our company has a New Jersey State Certificate of Employee Information Report.

\_\_\_\_ YES      \_\_\_\_ NO

- A. If yes, a copy of the New Jersey State Certificate of Employee Information Report shall be submitted to the Board of Education after notification of award, but prior to execution of goods or services.

If you answered NO to both questions above, an Affirmative Action Employee Information Report (AA-302) will be mailed to you. Complete the form and mail it to

Department of Treasury  
Division of Purchase and Property  
Contract Compliance and Audit Unit  
EEO Monitoring P.O. Box 206  
Trenton, NJ 08625-0206

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

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

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

SIGNATURE \_\_\_\_\_

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**FORM OF NON-COLLUSION AFFIDAVIT**

(To accompany the bid) (N.J.S.A. 52:34-15)

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

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

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

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

my oath deposes and say that:

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

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

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

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

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

Notary Public of New Jersey Seal      **Notary Signature** \_\_\_\_\_

My Commission Expires \_\_\_\_\_

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**STATEMENT OF ASSURANCE  
REGARDING  
NON CRIMINAL EMPLOYMENT CHECK**

Name of Contractor \_\_\_\_\_

Address \_\_\_\_\_

City, State Zip \_\_\_\_\_

I certify that the name, address, and fingerprints of each driver or substitute driver assigned to operate any vehicle under contract with all New Jersey School Districts to transport students have been filed. I also certify that all required fees to process the non-criminal check with the State Bureau of Investigation and Federal Bureau of Investigation have been paid.

I further certify that the entire procedure shown above will be followed for any new employees who will operate any vehicle for transportation of students of all school districts.

\_\_\_\_\_  
**Signature of Owner or President**

\_\_\_\_\_  
**Date**

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
**Notary Public Seal**

\_\_\_\_\_  
**Notary Signature**

My commission expires \_\_\_\_\_

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**TUBERCULOSIS TESTING CERTIFICATION**

This is to certify that all bus drivers and bus Attendants were tested for tuberculosis infection in compliance with N.J.A.C. 6:29-2.3.

_____ Authorized Agent	_____ Title
---------------------------	----------------

_____ <b>Authorized Signature</b>	_____ Date
--------------------------------------	---------------

Bus Company \_\_\_\_\_

Address \_\_\_\_\_

City, State Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail \_\_\_\_\_

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**Chapter 271  
Political Contribution Disclosure Form  
(Contracts that Exceed \$17,500.00)  
Ref. N.J.S.A. 52:34-25**

**Bid No:** \_\_\_\_\_

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that \_\_\_\_\_ (Business Entity) has made the following **reportable** political contributions to any elected official, political candidate or any political committee as defined in N.J.S.A. 19:44-20.26 during the twelve (12) months preceding this award of contract:

**Reportable Contributions**

<b><u>Date of Contribution</u></b>	<b><u>Amount of Contribution</u></b>	<b><u>Name of Recipient Elected Official/ Committee/Candidate</u></b>	<b><u>Name of Contributor</u></b>

The Business Entity may attach additional pages if needed.

\_\_\_\_\_

☐ **No Reportable Contributions** (Please check (✓) if applicable.)

I certify that \_\_\_\_\_ (Business Entity) made no reportable contributions to any elected official, political candidate or any political committee as defined in N.J.S.A. 19:44-20.26.

**Certification**

I certify, that the information provided above is in full compliance with Public Law 2005--Chapter 271.

Name of Authorized Agent \_\_\_\_\_

**Signature** \_\_\_\_\_ **Title** \_\_\_\_\_

Business Entity \_\_\_\_\_

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

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM**

**BID SOLICITATION #** \_\_\_\_\_

**VENDOR/BIDDER:** \_\_\_\_\_

**PART 1**

**CERTIFICATION**

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

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

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

**CHECK THE APPROPRIATE BOX**

☐

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

**OR**

☐

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

**PART 2**

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

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

ENTITY NAME: \_\_\_\_\_  
RELATIONSHIP TO VENDOR/BIDDER: \_\_\_\_\_  
DESCRIPTION OF ACTIVITIES: \_\_\_\_\_  
DURATION OF ENGAGEMENT: \_\_\_\_\_  
ANTICIPATED CESSATION DATE: \_\_\_\_\_  
VENDOR/BIDDER CONTACT NAME: \_\_\_\_\_  
VENDOR/BIDDER CONTACT PHONE NO.: \_\_\_\_\_

***Attach Additional Sheet if Necessary***

**CERTIFICATION**

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

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print Name and Title**

DPP Rev. 6.19.17

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**Student Transportation Services**

# **APPENDIX SECTION**



**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**Student Transportation Services**

## **Job Description**

# **School Bus Driver**

### **JOB DESCRIPTION--SCHOOL BUS DRIVER**

**JOB GOAL:** To provide safe and efficient transportation so that students may enjoy the fullest possible advantage from the district's curriculum and extracurricular program.

#### **REQUIREMENTS:**

- 1 . Ability to read and write English.
- 2 . Possession of a valid CDL License with proper endorsements.
- 3 . Considerable knowledge of the care, maintenance and competent safe and efficient operation of buses.
- 4 . Ability to analyze problems involving the operation of buses; to understand, remember and carry out oral and written directions: to learn from explanations and demonstrations: to drive buses in a skilled and safe manner; to keep necessary records.
- 5 . Good health and free from disabling physical and mental defects which would impair the proper performance of the required duties, or which might endanger the health and safety of oneself or others.

#### **PERFORMANCE RESPONSIBILITIES:**

1. Obeys all traffic laws.
2. Observes all mandatory safety regulations for school buses.
3. Keeps assigned bus clean.

4. Keeps to assigned schedule.
5. Check bus before operation for mechanical defects.
6. Notifies the proper authority in case of mechanical failure or lateness.
7. Discharges students only at authorized stops.
8. Exercise responsible leadership at all times
9. Transports only authorized students.
10. Reports all accidents and completes required reports.
11. Enforces regulations against smoking and eating on the bus.
12. Must supply necessary information to Jersey City Public School Inspectors upon request such as make  
Year of vehicle, route number, etc.
13. Receives and signs for School Bus Violations Form when applicable.

**JERSEY CITY BOARD OF EDUCATION  
JERSEY CITY, NEW JERSEY**

**Student Transportation Services**

## **Job Description**

# **School Bus Attendant**

### **JOB DESCRIPTION--SCHOOL BUS ATTENDANT**

**JOB GOAL:** To assist in the supervision of students on the school bus.

**REQUIREMENTS:**

1. Ability to read, write, speak and understand English sufficiently to perform the duties of this position.
2. Some basic knowledge of the problems relating to the care of children.
3. Some basic knowledge of the problems encountered and techniques used in dealing with the physically disabled and/or mentally handicapped persons.
4. Ability to achieve and maintain empathy and rapport with children.
5. Good health and free from disabling physical and mental defects which would impair the proper performance of the required duties or which might endanger the health and safety of oneself or others.

**PERFORMANCE RESPONSIBILITIES:**

1. Must accompany the bus driver on morning pick-ups and afternoon delivery of students.
2. Must insure conduct and safety of the students during the time of the bus.
3. Must take attendance of students transported during the a.m. and p.m. The attendant must sign the attendance sheet before it is given to the owner/vendor.

4. Must report any unusual circumstances or conditions occurring during the transport.
5. Must be dependable and punctual.
6. Must be able to understand and take direction.
7. Must be neat and well groomed.
  
8. Must walk student to or from door when bus is not able to get into street and pick up at door.
9. Maintains discipline on bus at all times.
10. Reports disciplinary problems to proper authority.
11. Must get off vehicle at every pick-up or drop-off to assist child and cross him/her if necessary.
12. Receives and signs for School Bus Violations Form when applicable.
13. Attendant to take an a.m. and p.m. head count on each vehicle daily, same, to be recorded on forms supplied by the Transportation Department and turned in at the end of each month. The purpose of this form is to eliminate stranded pupils at the school.



**JERSEY CITY, NEW JERSEY**

**Student Transportation Services**

# Three (3) Day No Show List



THE JERSEY CITY PUBLIC SCHOOLS  
346 CLAREMONT AVENUE  
JERSEY CITY, NEW JERSEY 07305  
(201) 309-2961



## Transportation Department 3-Day No Show List

Today's Date: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Route #:	School:	AM	PM
Student Name:			
Student Address:			
Reason:			
Route #:	School:	AM	PM
Student Name:			
Student Address:			
Reason:			
Route #:	School:	AM	PM
Student Name:			
Student Address:			
Reason:			

# Cleaning, Disinfecting and Sanitizing Inside School Buses

## Submission of Company Cleaning Plan

I hereby submit with the bid response, the company cleaning plan for cleaning disinfecting and sanitizing inside the school buses. I confirm the cleaning plan meets or exceeds any guidance from the CDC and the State of New Jersey

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

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

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

Telephone: \_\_\_\_\_ E-mail Address \_\_\_\_\_

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

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

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

Address \_\_\_\_\_



***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 901

SCHOOL DESTINATION: All Saints Catholic ES

SCHOOL ADDRESS: 19 West 13<sup>th</sup> Street

MUNICIPALITY: Bayonne, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop #    1. 58 Suburbia Court.  
            2. 1 Independence Way  
            3. 2 Dempsey Ct.  
            4. 245A Bartholdi Ave.  
            5. 250 Arlington Ave.  
            6. 389 Manila Ave  
            7. 68 Lee Court.  
            8. 6 Cator Ave  
            9. 362 Stegman Parkway  
           10. 265 Custer Ave.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 902

SCHOOL DESTINATION: Abundant Life Academy HS

SCHOOL ADDRESS: 390 Washington Ave

MUNICIPALITY: Nutley, New Jersey 07110

BEGIN A.M. RUN AT: 7:00 A.M.

Stop # 1. 137 Sherman Place.  
2. 380 Armstrong Ave.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 903

SCHOOL DESTINATION: Academy of Greatness and Excellence ES

SCHOOL ADDRESS: 110 Mount Vernon St.

MUNICIPALITY: Ridgefield, New Jersey

BEGIN A.M. RUN AT: 7:15 A.M.

Stop #    1. 26 Nunda Ave  
            2. 316 St. Paul's Ave  
            3. 133 Manhattan Ave  
            4. 85 Riverview Rd.  
            5. 87 Wallis Ave.  
            6. 364 Danforth Ave.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 904

SCHOOL DESTINATION: Academy of Greatness and Excellence HS

SCHOOL ADDRESS: 110 Mount Vernon St

MUNICIPALITY: Ridgefield, New Jersey

BEGIN A.M. RUN AT: 7:15 A.M.

Stop #    1. 296 Magnolia Ave.  
              2. 87 Wallis Ave.  
              3. 85 Riverview Rd.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 905

SCHOOL DESTINATION: Academy of Our lady of Grace

SCHOOL ADDRESS: 400 Kamena Street

MUNICIPALITY: Fairview, New Jersey

BEGIN A.M. RUN AT: 7:15 A.M.

Stop # 1. 346 Princeton Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 906

SCHOOL DESTINATION: Al-Hikmah School ES

SCHOOL ADDRESS: 278 North 8<sup>th</sup> Street

MUNICIPALITY: Prospect Park, New Jersey

BEGIN A.M. RUN AT: 7:15 A.M.

Stop # 1. 25 Duncan Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 907

SCHOOL DESTINATION: Beacon Christian Academy HS

SCHOOL ADDRESS: 30 Prospect Ave

MUNICIPALITY: Bayonne, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop #    1. 267 Lexington Ave  
            2. 158 Clendenny Ave  
            3. 369 Whiton St.  
            4. 113 Sterling Ave.  
            5. 125 Dwight St.  
            6. 29 Bentley Ave  
            7. 70 Greene St.  
            8. 160 First St.  
            9. 15 Wegman Parkway  
           10. 331 Princeton Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 908

SCHOOL DESTINATION: Bergen Catholic HS

SCHOOL ADDRESS: 1040 Oradell Ave

MUNICIPALITY: Oradell, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. 65 Fleet St.  
            2. 118 Sherman Place  
            3. 2 Dempsey Ct.  
            4. 245A Bartholdi Ave.  
            5. 250 Arlington Ave.  
            6. 389 Manila Ave  
            7. 68 Lee Court.  
            8. 6 Cator Ave  
            9. 362 Stegman Parkway  
           10. 265 Custer Ave.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 54 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****



***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 909

SCHOOL DESTINATION: Dwight Englewood ES

SCHOOL ADDRESS: 315 East Palisade Ave

MUNICIPALITY: Englewood, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. 75 Park Lane South  
            2. 223 York St  
            3. 700 Grove St  
            4. 389 Washington St.  
            5. 11 ½ Grant Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 910

SCHOOL DESTINATION: Elysian Charter School ES

SCHOOL ADDRESS: 1460 Garden Street

MUNICIPALITY: Hoboken, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop #    1. 349 Fairmount Ave.  
            2. 121 Van Horne St.  
            3. 149 Van Reipen Ave  
            4. 474 Warren St  
            5. 136 Sycamore Rd.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 911

SCHOOL DESTINATION: First Christian Pentecostal Academy ES

SCHOOL ADDRESS: 441 Jersey Ave

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop # 1. 193 Gates Ave.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 912

SCHOOL DESTINATION: Franklin School

SCHOOL ADDRESS: 80 Town Square Place

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:40 A.M.

Stop # 1. 3 Dogwood Street

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 913

SCHOOL DESTINATION: French American Academy ES

SCHOOL ADDRESS: 209 Third St

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:50 A.M.

Stop #    1. 159 Randolph Ave.  
            2. 177 Pine St

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 914

SCHOOL DESTINATION: Golda Och- Lower School ES

SCHOOL ADDRESS: 122 Gregory Ave

MUNICIPALITY: West Orange, New Jersey

BEGIN A.M. RUN AT: 7:15 A.M.

Stop #    1. 260 Fifth St.  
            2. 166 Grand St.  
            3. 227 Fourth St.  
            4. 9 Regent St  
            5. 441 Palisade Ave.  
            6. 264 Ninth St  
            7. 769 Montgomery St.  
            8. 22 Culver Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 915

SCHOOL DESTINATION: Good Shepherd Academy ES

SCHOOL ADDRESS: 24 Brookline Ave

MUNICIPALITY: Nutley, New Jersey

BEGIN A.M. RUN AT: 7:15 A.M.

Stop # 1. 932 Pavonia Ave.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 916

SCHOOL DESTINATION: Hamilton Park Montessori ES

SCHOOL ADDRESS: 175 Eight St.

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop #    1. 7 Storms Ave  
            2. 2600 Kennedy Boulevard  
            3. 162 Pine St.  
            4. 46 Zabriskie St.  
            5. 275 Saint Pauls Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****



***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 917

SCHOOL DESTINATION: Harmony Christian Academy ES

SCHOOL ADDRESS: 210 Monsignor Kemenzis Place

MUNICIPALITY: Elizabeth, New Jersey

BEGIN A.M. RUN AT: 7:15 A.M.

Stop # 1. 97B Old Bergen Road

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 918

SCHOOL DESTINATION: Hoboken Charter School

SCHOOL ADDRESS: 71 Washington St.

MUNICIPALITY: Hoboken, New Jersey

BEGIN A.M. RUN AT: 7:40 A.M.

Stop # 1. 49 Country Village

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 919

SCHOOL DESTINATION: Hoboken High School

SCHOOL ADDRESS: 800 Clinton St.

MUNICIPALITY: Hoboken, New Jersey

BEGIN A.M. RUN AT: 7:40 A.M.

Stop #    1. 58 Locust St.  
            2. 291 Chapel Ave  
            3. 138 Broadway  
            4. 375 Montgomery St.  
            5. 250 Arlington Ave.  
            6. 389 Manila Ave  
            7. 68 Lee Court.  
            8. 6 Cator Ave  
            9. 362 Stegman Parkway  
           10. 265 Custer Ave.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 920

SCHOOL DESTINATION: Hola Hoboken Dual Language Charter School ES

SCHOOL ADDRESS: 123 Jefferson Street

MUNICIPALITY: Hoboken, New Jersey

BEGIN A.M. RUN AT: 7:40 A.M.

Stop #    1. 230 Terrace Ave  
            2. 1 Independence Way  
            3. 2 Dempsey Ct.  
            4. 245A Bartholdi Ave.  
            5. 250 Arlington Ave.  
            6. 389 Manila Ave  
            7. 68 Lee Court.  
            8. 6 Cator Ave  
            9. 362 Stegman Parkway  
           10. 265 Custer Ave.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 921

SCHOOL DESTINATION: The Hudson School ES

SCHOOL ADDRESS: 422 Willow Street / 601 Park Ave

MUNICIPALITY: Hoboken, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. 323 York St.  
            2. 43 Grant Ave.  
            3. 4 Beacon Way.  
            4. 50 Dey St.  
            5. 45 River Drive  
            6. 174 Washington St.  
            7. 44 Coles St  
            8. 50 Glenwood Ave  
            9. 67 Sussex St  
           10. 23 Independence

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 922

SCHOOL DESTINATION: The Hudson HS

SCHOOL ADDRESS: 422 Willow Street / 601 Park Ave

MUNICIPALITY: Hoboken, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. 159 Bergen Ave  
            2. 444 Washington Blvd.  
            3. 149 Essex St.  
            4. 67 Sussex St.  
            5. 163 Pine St.  
            6. 125 Highland Ave.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 923

SCHOOL DESTINATION: Hudson Arts & Science Charter School

SCHOOL ADDRESS: 114 Chestnut St.

MUNICIPALITY: Kearny, New Jersey

BEGIN A.M. RUN AT: 7:15 A.M.

Stop #    1. West Side & Fairview Ave.  
            2. 71 Terhune Ave.  
            3. Montgomery St & JFK Boulevard  
            4. 19 Orient Ave.  
            5. 445 Bergen Ave.  
            6. 30 Marcy Place  
            7. 19 Orient Ave.  
            8. 367 Halladay St.  
            9. 102 Romaine Ave  
           10.62 Pamrapo

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 924

SCHOOL DESTINATION: Hudson Catholic HS

SCHOOL ADDRESS: 790 Bergen Ave

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:40 A.M.

Stop #    1. Lembeck & Ocean Ave  
            2. 22 Delmar Rd  
            3. 25 Mina Drive.  
            4. 57 Lee Ct.  
            5. 20 Stevens Ave.  
            6. 14 Oakdale Rd.  
            7. Stevens & Ocean Ave  
            8. 16 Leonard St.  
            9. 221 Kennedy Blvd  
           10.10 Ferncliff Rd

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
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***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 925

SCHOOL DESTINATION: Kent Place School

SCHOOL ADDRESS: 42 Norwood Ave.

MUNICIPALITY: Summit, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. 75 Hudson St.  
            2. 2 Second St.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 926

SCHOOL DESTINATION: Lacordaire Academy HS

SCHOOL ADDRESS: 155 Lorraine Ave.

MUNICIPALITY: Montclair, New Jersey

BEGIN A.M. RUN AT: 7:15 A.M.

Stop #    1. 236 Terrace Ave  
            2. 116 Columbia Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 927

SCHOOL DESTINATION: Maarif School

SCHOOL ADDRESS: 236 Hoover Ave

MUNICIPALITY: Bloomfield, New Jersey

BEGIN A.M. RUN AT: 7:20 A.M.

Stop # 1. 132 Bostwick Ave  
.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
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***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 928

SCHOOL DESTINATION: Miftaahul Uloom Academy

SCHOOL ADDRESS: 501 15<sup>Th</sup> St

MUNICIPALITY: Union City, New Jersey

BEGIN A.M. RUN AT: 7:40 A.M.

Stop #    1. Montgomery & Jfk Boulevard  
            2. 5 Emerson Ave  
            3. 495 Ocean Ave  
            4. Ocean & Danforth Ave  
            5. 111 Shearwater Ct. East  
            6. 21 Wales Ave.  
            7. Summit Ave & Gifford Ave  
            8. 16 Berkely Place  
            9. 166 Belmont Ave  
           10. West Side & Sip Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 54 Passenger

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 929

SCHOOL DESTINATION: Mosdos Of Greenville

SCHOOL ADDRESS: 2737 Kennedy Blvd.

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop #    1. Ocean & Bayview Ave  
            2. MLK Drive & Bayview Ave  
            3. Fulton & Ocean  
            4. Fulton & Old Bergen Ave  
            5. Clerk & Myrtle Ave  
            6. Wegman & Bergen Ave  
            7. Bostwick & Bergen Ave  
            8. MLK Drive & Woodlawn Ave  
            9. Bidwell & Garfield Ave  
           10. Woodlawn & Garfield Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 54 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 930

SCHOOL DESTINATION: Newark Academy

SCHOOL ADDRESS: 91 South Orange Ave

MUNICIPALITY: Livingston, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. 389 Washington St.  
              2. 201 Marin Blvd.  
              3. 20 Newport Way

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 931

SCHOOL DESTINATION: OLC

SCHOOL ADDRESS: 248 Marin Blvd

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop #    1. Independence Way  
            2. Shearwater Ct. West  
            3. 15 Freedom Way  
            4. 82 Constitution Way.  
            5. 37 Mina Drive.  
            6. 175A Lexington Ave.  
            7. 249 Bowers St.  
            8. 104 Manhattan Ave  
            9. 17 Buttonwood St.  
           10. 195 Bowers St.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 932

SCHOOL DESTINATION: Our Lady of Grace

SCHOOL ADDRESS: 400 Kamena St.

MUNICIPALITY: Fairview, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop # 1. 346 Princeton Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****



***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 933

SCHOOL DESTINATION: Paramus Catholic HS

SCHOOL ADDRESS: 425 Paramus Rd

MUNICIPALITY: Paramus, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop # 1. 119 St. Paul's Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

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***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 934

SCHOOL DESTINATION: Philips Academy Charter School ES

SCHOOL ADDRESS: 342 Central Ave

MUNICIPALITY: Newark, New Jersey

BEGIN A.M. RUN AT: 7:40 A.M.

Stop # 1. 42 Canal Circle

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 935

SCHOOL DESTINATION: Primary Prep ES

SCHOOL ADDRESS: 41 Tuers Ave

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. Society Hill  
            2. 11 Tottenham Ct  
            3. Port Liberte  
            4. Central Ave & Congress St  
            5.. 80 Terhune Ave.  
            6. Audubon & Bergen Ave  
            7. 20 Newport Way  
            8. Pavonia & JFK Boulevard  
            9. Danforth Ave & Old Bergen Rd.  
           10. McAdoo & JFK Boulevard

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR  
NO LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 54PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 936

SCHOOL DESTINATION: Ridgewood Montesorri School ES

SCHOOL ADDRESS: 10 Eisenhower Drive

MUNICIPALITY: Paramus, New Jersey

BEGIN A.M. RUN AT: 7:40 A.M.

Stop # 1. 1968 JFK Boulevard

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 937

SCHOOL DESTINATION: Rising Star Academy ES

SCHOOL ADDRESS: 4613 Cottage Place

MUNICIPALITY: Union City, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. 565 Bergen Ave  
            2. 344 Lembeck Ave  
            3. Duncan Ave & West Side Ave  
            4. Central Ave & Congress St  
            5.. Mercer & Bergen Ave  
            6. 188 Mallory Ave  
            7. 88 Lake Street  
            8. Society Hill  
            9. 53 Laidlaw Ave  
           10. 21 Thorne St.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 54 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 938

SCHOOL DESTINATION: Rising Star Academy HS

SCHOOL ADDRESS: 4613 Cottage Place

MUNICIPALITY: Union City, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. Summit Ave & Beacon Ave  
            2. Montgomery & Westside Ave  
            3. 160 Belmont Ave  
            4. 344 Lembeck Ave  
            5.. 84 Jordan Ave  
            6. 87 Pamrapo Ave  
            7. Congress and Central Ave  
            8. 987 West Side Ave  
            9. 23 Wright Ave  
           10. Society Hill

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 54 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 940

SCHOOL DESTINATION: Sacred Heart School ES

SCHOOL ADDRESS: 183 Bayview Ave

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop #    1. 563 Grand St.  
            2. 30 Stevens Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

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***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 941

SCHOOL DESTINATION: Sinai Christian Academy ES

SCHOOL ADDRESS: 2301 Grier Ave

MUNICIPALITY: Linden, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop # 1. 185 Claremont Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\****

***\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****



***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 942

SCHOOL DESTINATION: SSDS of Bergen County

SCHOOL ADDRESS: 275 McKinley Ave

MUNICIPALITY: New Milford, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop # 1. 41 Bentley Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

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***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 943

SCHOOL DESTINATION: St. Aloysius ES

SCHOOL ADDRESS: 721 West Side Ave

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. 22 Skyline Drive  
            2. 16 Msgr Wojtycha Dr  
            3. Seaview & Ocean Ave  
            4. 2 Spring Street  
            5.. 26 Walnut St  
            6. Society Hill  
            7. Country Village  
            8. Society Hill  
            9. Warner & Ocean Ave  
           10. Central Ave & Bowers St

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 54 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 944

SCHOOL DESTINATION: St. Benedict's Prep School

SCHOOL ADDRESS: 520 Dr. Martin Luther King Blvd

MUNICIPALITY: Newark, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. 6 Emory St  
            2. 8 Tottenham Ct.  
            3. 96 Irving Street

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

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***\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 945

SCHOOL DESTINATION: St. Benedict Preparatory ES

SCHOOL ADDRESS: 520 Martin Luther king BLVD

MUNICIPALITY: Newark, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop # 1. 250 First Street

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

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***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 946

SCHOOL DESTINATION: St. Catherine of Siena School

SCHOOL ADDRESS: 39 E Bradford

MUNICIPALITY: Cedar Grove, New Jersey

BEGIN A.M. RUN AT: 7:40 A.M.

Stop # 1. 119 St. Paul's Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

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\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 947

SCHOOL DESTINATION: Saint Dominic

SCHOOL ADDRESS: 2572 John F. Kennedy Blvd

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. 75 Linden Ave  
            2. Society Hill  
            3. 87 Riverview Rd  
            4. Garfield & Linden Ave  
            5.. 113 Waldo St  
            6. Pearsall Ave & JFK BLVD  
            7. Country Village  
            8. 37 Briarwood Rd  
            9. Port Liberte  
           10. Central Ave & Thorne St

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 54 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 948

SCHOOL DESTINATION: St. Francis Academy ES

SCHOOL ADDRESS: 1601 Central Ave

MUNICIPALITY: Union City, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop #    1. 89 Magnolia Ave  
            2. 50 Dey St  
            3. 281 Pavonia Ave  
            4. 20 Laidlaw Ave  
            5.. 331 Virginia Ave  
            6. 196 Neptune Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

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\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 949

SCHOOL DESTINATION: St. Joseph ES

SCHOOL ADDRESS: 509 Pavonia Ave

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. 71 Woodlawn Ave  
            2. 100 Glenwood Ave  
            3. 162 Mcadoo Ave  
            4. 277 Armstrong Ave  
            5.. Stegman Street & MLK Drive  
            6. Woodlawn Ave & Ocean Ave  
            7. 262 Arlington Ave  
            8. 87 Riverview Road  
            9. 27 Saint Pauls Ave  
           10. 17 Lembeck Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 54 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

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***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 950

SCHOOL DESTINATION: St. Mary's HS

SCHOOL ADDRESS: 64 Chestnut St

MUNICIPALITY: Rutherford, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop #    1. 15 Laidlaw Ave  
              2. 167 Arlington Ave  
              3. 118 Sherman Place

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 951

SCHOOL DESTINATION: Saint Michaels ES

SCHOOL ADDRESS: 100 Alden Street

MUNICIPALITY: Cranford, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop # 1. 41 Saint Pauls Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 952

SCHOOL DESTINATION: St. Nicholas ES

SCHOOL ADDRESS: 64 Brinkerhoff Street

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:50 A.M.

Stop # 1. 64 Brinkerhoff Street

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 953

SCHOOL DESTINATION: St. Peter's Prep

SCHOOL ADDRESS: 144 Grand St

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. Armstrong & Bergen Ave  
            2. Port Liberte  
            3. Manhattan Ave & JFK  
            4. Ocean & Van Nostrand Ave  
            5.. Danforth & JFK BLVD  
            6. Cator & Ocean Ave  
            7. Central & Bowers St  
            8. Communipaw & West Side Ave  
            9. Newark & Palisade Ave  
           10. 100 Paterson Plank Rd

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 54 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 954

SCHOOL DESTINATION: St. Thomas the Apostle

SCHOOL ADDRESS: 50 Byrd Ave

MUNICIPALITY: Bloomfield, New Jersey

BEGIN A.M. RUN AT: 7:40 A.M.

Stop # 1. 218 Griffith St.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
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***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 955

SCHOOL DESTINATION: St. Vincent's Academy HS

SCHOOL ADDRESS: 228 West Market St.

MUNICIPALITY: Newark, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. 212 Central Ave  
            2. 84 Grieco Drive

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
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***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 956

SCHOOL DESTINATION: Stevens Cooperative School ES

SCHOOL ADDRESS: 100 River Drive

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:40 A.M.

Stop #    1. 133 Highland Ave  
            2. 201 Columbia Ave  
            3. 25 Juniper Street  
            4. 19 Poplar St  
            5.. Magnolia Ave & JFK BLVD  
            6. 18 Half Moon Isle  
            8. 13 Boyd Ave  
            9. 353 Webster Ave  
           10. 206 Third St.

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 957

SCHOOL DESTINATION: Trinity Temple Academy

SCHOOL ADDRESS: 1500 Maple Ave

MUNICIPALITY: Hillside, New Jersey

BEGIN A.M. RUN AT: 7:40 A.M.

Stop # 1. 185 Claremont Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
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***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 958

SCHOOL DESTINATION: Wallace ES

SCHOOL ADDRESS: 1100 Willow Street

MUNICIPALITY: Hoboken, New Jersey

BEGIN A.M. RUN AT: 7:45 A.M.

Stop # 1. 138 Broadway Ave

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 36 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****

***JERSEY CITY PUBLIC SCHOOLS  
TRANSPORTATION DEPARTMENT***

**2026-2027  
NONPUB SCHOOLS  
ROUTE DESCRIPTION**

ROUTE NO. 959

SCHOOL DESTINATION: St. Peter's Prep

SCHOOL ADDRESS: 144 Grand St

MUNICIPALITY: Jersey City, New Jersey

BEGIN A.M. RUN AT: 7:30 A.M.

Stop #    1. Armstrong & Bergen Ave  
            2. Port Liberte  
            3. Manhattan Ave & JFK  
            4. Ocean & Van Nostrand Ave  
            5.. Danforth & JFK BLVD  
            6. Cator & Ocean Ave  
            7. Central & Bowers St  
            8. Communipaw & West Side Ave  
            9. Newark & Palisade Ave  
           10. 100 Paterson Plank Rd

ARRIVING AT THE DESTINATION NO EARLIER THAN 8:15 A.M OR NO  
LATER THEN 8:30 A.M

RESERVE ROUTE IN THE P.M

P.M. RUN BEGINS AT 2:45 P.M

VEHICLE CAPACITY 54 PASSENGER

SPECIAL INSTRUCTIONS (IF APPLICABLE):

***\*\*\*\* THE DIRECTION OF THE VEHICLE FROM THE LAST STOP SHALL BE\*\*\*\*  
\*\*\*\* ALONG THE SAFEST MOST DIRECT ROUTE TO THE DESTINATION\*\*\*\****