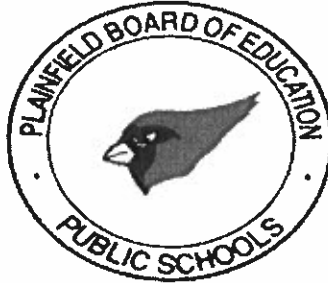


**PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY 07063**



**STUDENT TRANSPORTATION SERVICES  
TO AND FROM SCHOOL**

**Bid Specifications**

**2022 - 2023 SCHOOL YEAR**

**Bid No. 1220/T-22**

**Bid Opening Date    Wednesday, December 20, 2022  
Bid Opening Time    10:00 a.m.**

Sealed Bids Will Be Received and Opened  
in the

**PLAINFIELD BOARD OF EDUCATION  
1200 Myrtle Avenue  
Plainfield, New Jersey 07063**

PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY

## Transportation Bid Documents

The following documents must be completed and submitted with the bid response.

### Documents Provided by the Plainfield Board of Education

The below-listed documents are included in the bid package as provided by the Plainfield Board of Education. Unless otherwise noted below, the documents are to be completed, signed with original signatures, and submitted with the bid response.

- 39 • Bid Sheet (Bid Form) ✓ 40x
- 41-44 • Meeting Vehicles Specifications Confirmation Form (3 pages) ✓
- 45 • Insurance Coverage: Evidence of Bidder's Ability to Obtain (To be completed by Insurance Agent) ✓
- 46 • Omnibus Transportation Employee Testing Act Compliance Assurance ✓
- 47 • School Bus Driver Annual Certification—Statement of Assurance ✓
- 48 • Prescribed Form of Questionnaire ✓
- 49 • Coordinated Transportation Services Agency Membership Form—CTSA Only! ✓
- 50-51 • Stockholder's Disclosure Statement/Statement of Ownership ✓
- 52 • Affirmative Action Documentation or Questionnaire ✓
- 53 • Non-Collusion Affidavit ✓
- 54 • Non-criminal Employment Check; Statement of Assurance ✓
- 55 • Tuberculosis Testing Certification ✓
- 56 • Political Contribution Disclosure Form—Chapter 271 PCD ✓
- 57 • Disclosure of Investment Activities in Iran (Must be submitted prior to award of the contract) ✓
- 58 • Assurance of Compliance ✓
- 64 • Statement of Assurance – COVID Testing ✓
- 63 • Certifications Form
- 59 • Certificate of surety Bid bond ✓

### Documents Prepared by Bidder and to be Submitted

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)
- 59 ✓ Bidder's Guarantee
- ✓ Business Registration Certificate (Must be submitted prior to award of the contract)
- ✓ Consent of Surety
- ✓ Registration and Proof of Ownership for Vehicles

KOH

PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY

**BID FORM (Page 2)**  
**Bid Number 1220/T-22**

- BIDS THAT 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 aide cost (if applicable). If there is no aide 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.

TK Bus Services

Company Name

1221 Madison Hill Rd Rahway NJ 07065

Company Address

908 720-6389

Company Telephone

K901020TKBusServices.com

Company E-mail

Karla Quinz Henry

Bidder's Name

Manager

Bidder's Title

Karla Quinz Henry

Bidder's Signature

(ORIGINAL SIGNATURE ONLY)

12/18/2022

Date

**\*Please be advised that the per diem amount will be used for awarding routes that do not need an aide at the time of awarding the route. The per diem and aide amount together will be used for awarding routes that need an aide at the time of awarding the route.**

**Bid Form Pages 1 and 2 must be signed and submitted with the bid.**

**PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY**

**Meeting Vehicle Specifications  
Confirmation**

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

As noted throughout the bid specification package, the Plainfield Board of Education requires National School Bus Glossy Yellow vehicles, equipped pursuant to Federal, State Law and Administrative Code. The District 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.**

**PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, 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 Plainfield 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 so that you understand each vehicle's equipment requirement.

**Vehicles—Air Conditioned, when requested**

All vehicles supplied are to be air-conditioned, when requested by the District.

**Electronic Child Alert Systems**

All vehicles are to have Electronic Child Alert Checking Systems or equivalent.

**Global Positioning Systems (GPS)**

All vehicles are to be equipped with a Global Positioning System (GPS) as specified.

**Digital Video/Audio Recording System (DVR)**

All vehicles are to be equipped with a digital video recording system (DVR) as specified.

**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 checkmarks to each item, the Contractor certifies that the vehicle supplied meets the required specifications of the bid.**

T&F Bus Services  
Company Name

  
Bidder's Signature

**PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, 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

**T&K Bus Services, LLC**

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

is able to obtain and provide to the Plainfield Board of Education prior to the execution of the contract, automotive liability insurance in the amount of **\*\*\$3,000,000 or greater combined single limit** per occurrence and Workers' Compensation Coverage in accordance with the bid specifications.

**New York Marine & General Insurance Company**

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

**412 MT. KEMBLE AVENUE, SUITE 300C**

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

**MORRISTOWN, NJ 07960**

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

Phone Number **201-252-3052**

E-mail Address **kbatista@hilbgroup.com**

**Katy Batista, CIC Account Manager**

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

*Katy Batista*

**12/16/22**

\_\_\_\_\_  
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 the 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.



**PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, 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 Office of Student Protection.

Authorized Bidder's Name and Title Karl Over Army Manager

Authorized Signature Karl Over (Print or Type)

Company Name T&K Bus Services

Address 1221 Madison Hill Rd Rockway, NJ 07065



PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, 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 does not accept personal surety bonds.

**FAMILIARITY WITH CONDITIONS OF CONTRACT**

Have you carefully read the applicable New Jersey Statutes, regulations, procedures, the rules of the Plainfield 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? 18

3. Briefly state the nature of this experience ELIZABETH Board of Education

Irvington Board of Education Union County Commission

Essex County Commission Newark public schools Linden  
Public School Reseller part public schools.

Company Name T&F Bus Services

Address 1221 Madison Hill Rd Rahway, NJ 07065

Authorized Bidder's Name and Title Karla Quinn Henry

Authorized Signature Karla Quinn Henry

PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY

**Coordinated Transportation Services Agency Membership Form**

(To accompany the bid – If you are a CTSA only)

BOARD OF EDUCATION

CHIEF SCHOOL ADMINISTRATOR

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Agency Name T&K Bus Services -

Address 1221 Madison Hill Rd. Rahway, NJ 07065

Authorized Representative Name and Title Karla Quinn Henry Manager

Authorized Signature Karla Quinn Henry (Print or Type)

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

Organization Address: 1221 Madison Hill Rd Rahway NJ 07065

**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
Terik Henry	1221 Madison Hill Rd Rahway, NJ
Karla Quinn Henry	1221 Madison Hill Rd Rahway, NJ

PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY

**AFFIRMATIVE ACTION QUESTIONNAIRE**

(To accompany bid)

COMPANY NAME TSK BUS Services LLC

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 Marla Quire Henry  
(Print or Type)

TITLE Manager DATE 12/18/2022  
(Print or Type)

SIGNATURE Marla Quire Henry

PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY

**FORM OF NON-COLLUSION AFFIDAVIT**

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

STATE OF NEW JERSEY, COUNTY OF Union

I, Karla Quirz Henry of the Rahway  
(City, town, borough)

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

State of New Jersey, of full age, being duly sworn according to law on

my oath deposes and say that:

I am Karla Quirz Henry of the firm/agency of T&K Bus Services, 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 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

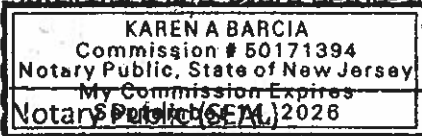
T&K Bus Services  
Company/Agency Name (Print or Type)

Bid Number \_\_\_\_\_

Karla Quirz Henry  
Authorized Representative - Name and Title (Print or Type)

Karla Quirz Henry  
Authorized Signature

Subscribed and sworn before me this 19 day of December, 2022



Karen Barcia Ch  
Notary Signature

My commission expires September, 14, 2026

**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 noncorporate 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 **Plainfield 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* to notify the *Plainfield 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 *Plainfield Board of Education* to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	<i>Karla Quinz Henry</i>	Title:	<i>Manager</i>
Signature:	<i>Karla Quinz Henry</i>	Date:	<i>12/18/2022</i>

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.

**PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY**

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

Name of Contractor T&K Bus Services  
Address 1221 MacLison Hill Rd Rahway NJ 07065  
City, State Zip Rahway 07065

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.

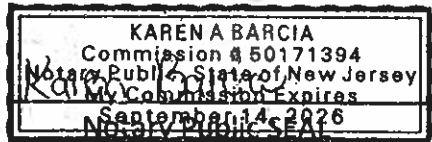
I further certify that the entire procedure shown above will be followed for any new employees who will operate any vehicle for transportation of students at all school districts.

Karlaldy Henry  
Signature of Owner or President

12/10/2022  
Date

Subscribed and sworn to before me this

19 day of December, 2022



Karen Barcia  
Notary Signature

My commission expires September 14, 2026

PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY

TUBERCULOSIS TESTING CERTIFICATION

This is to certify that all bus drivers and bus aides were tested for tuberculosis infection in compliance with N.J.A.C. 6A:32-6.3

Karla Chung Heng  
Authorized Agent

Manager  
Title

[Signature]  
Authorized Signature

12/18/2022  
Date

Bus Company T&K BWD SERVICES

Address 1221 Madison Hill Rd.

City, State Zip Perthway NJ 07065

Phone Number 908-720-6389 E-mail Kgum@tkbwservices.com



**PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY**

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

**Bid No: 1220/T-22**

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that T&K BUS SERVICES (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**

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

The Business Entity may attach additional pages if needed.

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

I certify that T&K BUS SERVICES (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 Karla Quinn Henry  
 Signature Karla Quinn Henry Title Principal  
 Business Entity T&K BUS SERVICES

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM**

BID SOLICITATION # AND TITLE: 1220/T22

VENDOR/BIDDER NAME: T8F BUS SERVICES

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey 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 <https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Vendors/Bidders must review this list prior to completing the below certification. 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**

I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR

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 New Jersey Department of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities  
Relationship of Vendor/Bidder  
Description of Activities

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Duration of Engagement  
Anticipated Cessation Date

*Attach Additional Sheets 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 any 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 my agreement(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

**This form is to be completed, certified and submitted prior to the award of the contract.**

*Karla Anne Henry*  
Signature

12/18/2022  
Date

*Karla Anne Henry*  
Print Name and Title

**To be completed, signed and returned with Bid.**

**PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY**

**ASSURANCE OF COMPLIANCE**

**Contact with Students**

There may be times during the performance of this contract, where a contracted service provider may come in contact with students at the school district. The district fully understands its obligation to provide to all students and staff members, a safe educational environment. To this end, the district is requiring all bidders to sign a statement of Assurance of Compliance, acknowledging the bidder's understanding of the below-listed requirements and further acknowledging the bidder's assurance of compliance with those listed requirements.

**Anti-Bullying Reporting--Requirement**

When applicable, 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. 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.

**BACKGROUND CHECK**

The contractor must 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.

The contractor must ensure compliance with the requirements of N.J.S.A. 18A:6-7.6 through 12 governing child abuse and sexual misconduct checks. Additional information on this requirement is available from the Office of Criminal History Review's "Pre-Employment Resources" webpage:

<https://www.state.nj.us/education/crimhist/preemployment/>

Name of Company T&K BUS SERVICE  
Name of Authorized Representative Karla Quinz Henry  
Signature Karla Quinz Henry Date 12/18/2022

PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY 07063

## Statement of Assurance – COVID Testing

I/We hereby acknowledge that the drivers and aides on the attached listing have provided a negative Covid-19 test within one week of re-start of school.

I make this Statement of Assurance under penalty of perjury and certify that the foregoing statements made by me are true, and I am aware that if any of the foregoing statements are willfully false, I am subject to punishment.

Name of Company T&K Bus Services

Authorized Agent Karla By Henry Title Manager

Signature Karla By Henry

PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY 07063

CONTRACTOR QUESTIONNAIRE/CERTIFICATION

Bid No. 1220/T-22

Bid Date Wednesday, December 20, 2022

CERTIFICATIONS

• **Debarment/Suspension Certification**

I certify that my company and any person employed by my company, nor any affiliates are not debarred from contracting with a Federal government agency, nor debarred from contracting with the State of New Jersey. The Board of Education will verify the certification by consulting

- New Jersey Department of Treasury – Consolidated Debarment Report
- Department of Education's Internet website
- Federal Debarred Vendor List—System for Award Management (SAM.gov/exclusions)

**Direct/Indirect Interests**

I declare and certify that no member of the Board nor any officer or employee or person whose salary is payable in whole or in part by said Commission or their immediate family members are directly or indirectly interested in this bid or in the supplies, materials, equipment, work or services to which it relates, or in any portion of profits thereof. If a situation so exists where a Board member, employee, officer of the board has an interest in the bid, etc., then please attach a letter of explanation to this document, duly signed by the president of the firm or company.

**Gifts; Gratuities; Compensation**

I declare and certify that no person from my firm, business, corporation, association or partnership offered or paid any fee, commission or compensation, or offered any gift, gratuity or other things of value to any school official, board member or employee of the Board of Education.

**False Material Representation/Truth in Contracting**

I further certify that I understand that it is a crime in the second degree in New Jersey to knowingly make a material representation that is false in connection with the negotiation, award or performance of a government contract. I further acknowledge my understanding of the New Jersey Truth in Contracting Laws.

Name of Company T&K Bus Services

Authorized Agent Kale Quiroz Henry Title Manager

Signature Kale Quiroz Henry

Certification 59572

**CERTIFICATE OF EMPLOYEE INFORMATION REPORT  
INITIAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of ~~15-JUN-2018~~ to ~~15-JUL-2025~~

**T & K BUS SERVICES, LLC  
491 CATHERINE STREET  
ELIZABETH NJ 07201**



*Elizabeth Maher Muoio*

**ELIZABETH MAHER MUOIO  
State Treasurer**

**To be completed, signed and returned with Bid.**

**PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY**

**Confirmation of Bid Guarantee and Consent (Certificate) of Surety  
(To be returned with bid response)**

**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 "Plainfield Board of Education".

**Consent of Surety**

Each bid must be accompanied by a Consent of Surety

**The Bid Guarantee shall be signed and sealed and must show the Bid Number on it.**

**Failure to sign or witness the bid bond by either the Surety or Principal, and/or failure to submit the properly executed bid bond showing the bid number on it with the bid package, shall be deemed cause for disqualification and rejection of the bid.**

I confirm that I understand the Bid Guarantee and Consent (Certificate) of Surety Requirements.

T&K BUS SERVICES  
Company Name

Karla Henry  
Bidder's Signature

02/12/18

Taxpayer Identification# 824-338-237/000

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law requires all contractors and subcontractors with Public agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.

If you have any questions or require more information, feel free to call our Registration Hotline at (609)292-9292.

I wish you continued success in your business endeavors.

Sincerely,



James J. Fruscione  
Director  
New Jersey Division of Revenue

STATE OF NEW JERSEY  
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY/  
DIVISION OF REVENUE  
PO BOX 252  
TRENTON, N J 08646-0252

TAXPAYER NAME:  
T & K BUS SERVICES LLC


ADDRESS:  
491 CATHERINE ST  
ELIZABETH NJ 07201-0720  
EFFECTIVE DATE:

02/12/18

TRADE NAME:

SEQUENCE NUMBER:  
2207324

ISSUANCE DATE:  
02/12/18



Director  
New Jersey Division of Revenue

FORM-BRC

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

02/12/18 02/12/18



**THE SERVICE INSURANCE COMPANY, INC.**  
(in CT, GA, KY, MA, MD, MS, MT, NH, NJ, NY, PA, RI, TN & WV)  
(d/b/a Service Guarantee and Surety Company in DC, DE, NC & SC)  
Service Guarantee and Surety Company (used in FL by: The Service Insurance Company, Inc.)  
Service Guarantee and Surety Co. (used in VA by: The Service Insurance Company, Inc.)  
**80 Main Street, Suite 330**  
**West Orange, New Jersey 07052**  
**Telephone: (973) 731-7650 - Fax: (973) 731-7889**

**BOND NO.: 55461**

**BID BOND**

**DATE OF BID: 12/20/2022**

**AMOUNT OF BID: \$158,688.00**

**DESCRIPTION OF CONTRACT TO WHICH BID PERTAINS:  
BID NO. 1220/T-22, BUS ROUTE #S: JFCL1, JFCL2**

**KNOW ALL MEN BY THESE PRESENTS** that we, **T & K BUS SERVICES, LLC**, as principal, and hereinafter referred to as "Principal", and **THE SERVICE INSURANCE COMPANY, INC.**, a corporation duly organized pursuant to the laws of the State of New Jersey, and authorized to transact business as a surety in the State of NJ, as surety, and hereinafter referred to as "Surety", are held and firmly bound unto **PLAINFIELD BOARD OF EDUCATION**, as obligee, and hereinafter referred to as "Obligee", in the sum of «inputBidPercentage» of "Amount Bid" not to exceed the required limits of the bid specifications and not in excess of \$50,000, for the payment of which sum Principal and Surety bind ourselves and our respective heirs, executors, administrators, successors, and assigns, jointly and severally, by these presents:

**WHEREAS**, Principal has submitted a bid to Obligee in the amount stated above for the described contract (hereinafter referred to as the "Bid");

**NOW, THEREFORE**, if Obligee shall accept the Bid within the period specified for acceptance thereof (and, if no period is specified, then within 60 days of the date of the Bid) and (a) Principal and Obligee thereafter enter into a contract strictly in accordance with the terms and conditions of the Bid, and Principal provides the performance and payment bonds that it is required to provide pursuant to the Bid (if any), or (b) Obligee is ready, willing, and able to enter into a contract with Principal strictly in accordance with the terms and conditions of the Bid, and Principal, without justification, fails or refuses to enter into such a contract or, without justification, fails or refuses to provide the performance and payment bonds that it is required to provide pursuant to the Bid, and Principal pays to Obligee the penalty specified in the Bid, up to the penal sum of this Bond as stated above, as a result thereof, or (c) Obligee is not ready, willing, or able to enter into a contract with Principal strictly in accordance with the terms and conditions of the Bid, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

**CONSENT OF SURETY**

Principal and Surety hereby certify and agree that, if Obligee shall accept the Bid within the period specified for acceptance thereof and shall enter into a contract with Principal relative thereto as described above, Surety will execute the performance and payment bonds that Principal is to provide as required by and in strict conformance with the Bid, without condition.

This Bond (including the Consent of Surety) is furnished to comply with the law of the jurisdiction governing the Bid. Any terms or conditions of this Bond (and/or the Consent of Surety) that conflict therewith shall be deemed deleted herefrom, and any requirements of the law of the jurisdiction that are not expressly set forth above shall be deemed incorporated herein. The intention is that this Bond (and Consent of Surety) be construed to conform with the law of the governing jurisdiction.

**SIGNED AND DELIVERED THIS Friday, December 16, 2022.**

**T & K BUS SERVICES, LLC [PRINCIPAL]**

By: 

**THE SERVICE INSURANCE COMPANY, INC.**

  
\_\_\_\_\_  
**JAMES S. BURGER, PRESIDENT**

**THE SERVICE INSURANCE COMPANY, INC.**  
(in CT, GA, KY, MA, MD, MS, MT, NH, NJ, NY, PA, RI, TN & WV)  
(d/b/a Service Guarantee and Surety Company in DC, DE, NC & SC)  
Service Guarantee and Surety Company (used in FL by: The Service Insurance Company, Inc.), in AL  
Service Guarantee and Surety Co. (used in VA by: The Service Insurance Company, Inc.)  
**POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That THE SERVICE INSURANCE COMPANY, INC., 80 Main Street #330, West Orange, NJ 07052, a corporation of the State of New Jersey (d/b/a Service Guarantee and Surety Company in DC, DE, NC & SC), Service Guarantee and Surety Company (used in FL by: The Service Insurance Company, Inc.) and in AL, Service Guarantee and Surety Co. (used in VA by: The Service Insurance Company, Inc.) pursuant to authority granted by Article VIII, Section 7 of the By-Laws of said Company, which reads as follows: "CONTRACTS. The Board of Directors may authorize any officers, to execute any surety bond instrument in the name of and on behalf of the corporation, and such authority may be general or confined to specific instances."

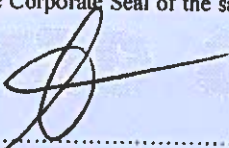
Does hereby nominate, constitute and appoint Glen T. Burger and James S. Burger, its true and lawful agents and Attorney(s)-in-Fact, to make, execute, seal and deliver for, and on its behalf as surety, and its act and deed: any and all bond undertakings, and consents of surety, no one bond to exceed an aggregated penal sum liability of \$5,000,000 (Five Million Dollars).

Does hereby nominate, constitute and appoint not applicable executed in home office of not applicable executed in home office Insurance Agency as its true and lawful Attorney(s)-in-Fact for the following purpose: to make, execute and deliver those bond undertakings and Consents of Surety on behalf of the Company to any Obligee for those bid bond, performance bond, payment bond and other bond undertakings not to exceed an aggregated penal sum liability of \$5,000,000 (Five Million Dollars).

Said Insurance Agency Attorney(s)-In-Fact shall obtain prior approval confirmed in writing from the Company with a bond number provided by the Company's home office prior to issuing any bonds. Said Attorney(s)-In-Fact by executing the attached bond(s), hereby represents and warrants under oath that the Company has granted it/him/her prior approval and furnished the bond number for the attached bonds, which has been logged and recorded at the Company's home office. The Company shall not cover, honor or pay any claims for unauthorized bonds, and the Obligee may confirm the validity of the attached bond on receipt by contacting the Company in writing at 973-731-7889 (fax) or Jburger@serviceinsurancecompany.com.

IN WITNESS WHEREOF, the said Treasurer and President have hereunto subscribed their names and affixed the Corporate Seal of the said The Service Insurance Company, Inc., this 6th day of June, A.D 2022

THE SERVICE INSURANCE COMPANY, INC.  
BY:   
GLEN T. BURGER, TREASURER

BY:   
JAMES S. BURGER, PRESIDENT

STATE OF NEW JERSEY )  
  )     SS  
CITY OF WEST ORANGE )

On this 6th day of June, A.D. 2022, before the subscribed, a Notary Public of the State of New Jersey, duly commissioned and qualified, came the above named Treasurer and President of The Service Insurance Company, Inc., to me personally known to be the individuals and officers described in and who executed the preceding instrument, and they each acknowledge the execution of the same, and being by me duly sworn severally and each for himself deposes the saith, that they are the said officers of the Company aforesaid, and that the seal is affixed to the preceding instruments, is the Corporate Seal of said Company, and that the Corporate Seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporation.

MARIA E. CERQUEIRA  
Notary Public, State of New Jersey  
Comm. # 2380557  
My Commission Expires 6/4/2027

  
Notary Public in the State of New Jersey

**CERTIFICATE**


I, the undersigned, President of The Service Insurance Company, Inc., The Company, do hereby certify that the original Power of Attorney in which the forgoing is full, true and correct copy, is in full force and effect on the date of this certificate; and I do further certify that the President who executed the said Power of Attorney was specially authorized by the Board of Directors to appoint any Attorney in Fact as provided in Article VIII, Section 7, of the By-Laws of The Service Insurance Company, Inc.

This Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of The Service Insurance Company, Inc.

Resolved: "That the facsimile or mechanically reproduced signature of the Company President, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed."

COMPANY EMBOSSED CORPORATE SEAL MUST APPEAR ON BOND FORM AND POWER OF ATTORNEY

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the Corporate Seal of the said Company, this 16 day of December, 2022

  
JAMES S. BURGER, PRESIDENT







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/16/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER PA Post / Hilb Group of New Jersey One International Boulevard Suite 405 Mahwah NJ 07495	CONTACT NAME: <b>Katy Batista</b>
	PHONE (A/C, No, Ext): <b>(201) 252-3010</b> FAX (A/C, No): <b>(201) 252-3011</b>
	E-MAIL ADDRESS: <b>kbatista@papost.com</b>
	INSURER(S) AFFORDING COVERAGE
	INSURER A: <b>New York Marine &amp; Gen Ins Co</b> NAIC # <b>16608</b>
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

**COVERAGES**

CERTIFICATE NUMBER: 22-23

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			GL202200014270	5/18/2022	5/18/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			A0202200018407	5/18/2022	5/18/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 3,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist/combined single \$ 1,000,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.I. EACH ACCIDENT \$ E.I. DISEASE - EA EMPLOYEE \$ E.I. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

Plainfield Board of Education 1200 Myrtle Ave Plainfield, NJ 07063	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Aaron Nowland/KATY <i>Aaron V. Nowland</i>
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**PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY**

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

As a requirement for this bid, the Plainfield 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.

T&K Bus Services

**Company Name**

Carol Henry

**Bidder's Signature**

**PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, 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.

T&K Bus Services

**Company Name**

*Halley Henry*

**Bidder's Signature**

**PLAINFIELD BOARD OF EDUCATION  
PLAINFIELD, NEW JERSEY**

**BID FORM (Page 1)  
Bid Number 1220/T-22**

I, the authorized representative of the T&K Bus Services  
transportation company, hereby submit the following bid(s) to transport students during the  
2022-2023 school year in accordance with your advertisement, specifications, and route  
description(s).

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

<u>ROUTE NUMBER</u>	<u>PER DIEM ROUTE COST</u>	<u>PER DIEM AIDE/ATTENDANT COST</u>	<u>INCREASE/DECREASE ADJUSTMENT COST</u>
<u>JFCL1</u>	\$ <u>600.00</u>	\$ <u>96.00</u>	\$ <u>1.00</u>
<u>JFCL2</u>	\$ <u>600.00</u>	\$ <u>96.00</u>	\$ <u>1.00</u>
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
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_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____

T&K Bus Services  
Company Name

Kala Quinn  
Bidder's Signature