

American Explorer Motorcoach

Maricopa County Community College District
RFP # 3422-6, Bus Transportation Services
2411 W 14th St
Tempe, AZ 85281

September 18, 2019

Dear Purchasing,

American Explorer Motorcoach is privileged to submit our bid for Bus Transportation Services. We wish to thank Maricopa County Community Colleges for the Opportunity and look forward to a great relationship. We have reviewed the Request for Proposal #3422-6 and feel very confident in our ability to perform the tasks necessary.

American Explorer Motorcoach is proud to maintain an unimpeachable reputation of excellence in the bus charter and youth tour industry *for more than 35 years*. American Explorer Motorcoach provides safe, reliable, and comfortable motor coach transportation for tens of thousands of eager travelers each year. Please note that for the past several years American Explorer Motorcoach has provided top-notch service to such clients as the Maricopa County Community Colleges, Mesa Public Schools, Chandler Unified School District, Paradise Valley Unified School District, Gilbert Public Schools, Peoria Unified School District and other charter schools, private schools and school districts throughout the state of Arizona. In partnership with our sister company, Project Exploration, the list grows to districts such as Amphitheater School District, Marana School District and Florence Unified School District. We are youth travel experts.

American Explorer is a proud member of the Better Business Bureau, the United Motorcoach Association, and the American Bus Association. We are committed to providing MCCCDC with the highest quality service in the industry. Student travel is the life blood of our company and as such we will make every effort to go above and beyond your expectations.

The following individuals are Authorized to represent American Explorer Motorcoach. They are available, at the following cell phone numbers, 24 hours a day to ensure Your District has the best experience possible when booking and traveling with American Explorer Motorcoach.

Travis Schureman
Director of Operations
602-757-9619

Dan Palmer
President
602-757-8206

Alan Billingsley
General Manager
602-980-2422

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Rev 09/08/17

PRICING SCHEDULE

7.1 MOTORCOACHES/LARGE BUSES (45-58 PAKS)

The undersigned has read and understands all conditions and terms of RFP 3422-6 is authorized to submit this proposal on behalf of the company, and hereby offers to perform the services for the firm, fixed pricing indicated below.

Round trip from any MCCCDC location to:

Ephraim, Utah	\$ 3900	for 3	days
St. George, Utah	\$ 3100	for 3	days
Roswell, New Mexico	\$ 3900	for 3	days
Rexburg, Idaho	\$ 5900	for 3	days
Colorado Springs, Colorado	\$ 5900	for 3	days
Dallas, Texas	\$ 7360	for 4	days
Nogales, AZ	\$ 1350	for 1	days
Winslow, AZ	\$ 1600	for 1	days
Northland Pioneer, Holbrook, AZ	\$ 1400	for 1	days
Eastern CC, Thatcher, AZ	\$ 1250	for 1	days
Cochise College, Douglas, AZ	\$ 1600	for 1	days
AZ Western CC, Yuma, AZ	\$ 1400	for 1	days
Central Arizona College, Coolidge, AZ	\$ 825	for 1	days
Northern Arizona Univ, Flagstaff, AZ	\$ 1150	for 1	days
Yavapai College, Prescott, AZ	\$ 950	for 1	days
Pima CC, Tucson, AZ	\$ 950	for 1	days
Univ. of Arizona, Tucson, AZ	\$ 950	for 1	days
Las Vegas, Nevada	\$ 2975	for 3	days
San Diego, California	\$ 3100	for 3	days
Long Beach, California	\$ 3100	for 3	days
Los Angeles, California	\$ 3100	for 3	days
Enid, Oklahoma	\$ 12,350	for 13	days
Sells, AZ	\$ 1080	for 1	days
Salt Lake City, Utah	\$ 4700	for 3	days
Twin Falls, Idaho	\$ 4800	for 3	days
Grand Junction, Colorado	\$ 3900	for 3	days

For trips not listed above, provide pricing for trips from:

One location within Maricopa County to another location within Maricopa County \$ 110 /mile or hour or day (circle one)

One location within Maricopa County to another location outside Maricopa County but within Arizona \$ 3.50 mile or hour or day (circle one)

One location within Maricopa County to another location Outside Arizona \$ 3.50 mile or hour or day (circle one)

List rate for additional hours (overtime) past the fixed pricing rate*: \$ 95 /per hour

*Charge for additional hour past a standard 10 hour day.

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Price per day for out of town multi-day trips	\$ <u>950</u>
Price per day for extra driver/other OTR costs if needed	\$ <u>285</u>
Price for 1 day trips that go overnight	\$ <u>2800</u>

7.2 SMALL/MINI-BUSES (15-34 PAKS)

The undersigned has read and understands all conditions and terms of RFP 3422-6 is authorized to submit this proposal on behalf of the company, and hereby offers to perform the services for the firm, fixed pricing indicated below.

Round trip from any MCCC location to:

Ephraim, Utah	\$ <u>3600</u>	for <u>3</u>	days
St. George, Utah	\$ <u>3000</u>	for <u>3</u>	days
Roswell, New Mexico	\$ <u>3600</u>	for <u>3</u>	days
Rexburg, Idaho	\$ <u>5200</u>	for <u>3</u>	days
Colorado Springs, Colorado	\$ <u>5200</u>	for <u>3</u>	days
Dallas, Texas	\$ <u>7360</u>	for <u>4</u>	days
Nogales, AZ	\$ <u>1350</u>	for <u>1</u>	days
Winslow, AZ	\$ <u>1400</u>	for <u>1</u>	days
Northland Pioneer, Holbrook, AZ	\$ <u>1200</u>	for <u>1</u>	days
Eastern CC, Thatcher, AZ	\$ <u>1200</u>	for <u>1</u>	days
Cochise College, Douglas, AZ	\$ <u>1500</u>	for <u>1</u>	days
AZ Western CC, Yuma, AZ	\$ <u>1200</u>	for <u>1</u>	days
Central Arizona College, Coolidge, AZ	\$ <u>750</u>	for <u>1</u>	days
Northern Arizona Univ, Flagstaff, AZ	\$ <u>1050</u>	for <u>1</u>	days
Yavapai College, Prescott, AZ	\$ <u>850</u>	for <u>1</u>	days
Pima CC, Tucson, AZ	\$ <u>850</u>	for <u>1</u>	days
Univ. of Arizona, Tucson, AZ	\$ <u>850</u>	for <u>1</u>	days
Las Vegas, Nevada	\$ <u>2975</u>	for <u>3</u>	days
San Diego, California	\$ <u>2975</u>	for <u>3</u>	days
Long Beach, California	\$ <u>2975</u>	for <u>3</u>	days
Los Angeles, California	\$ <u>2975</u>	for <u>3</u>	days
Enid, Oklahoma	\$ <u>12,350</u>	for <u>13</u>	days
Sells, AZ	\$ <u>900</u>	for <u>1</u>	days
Salt Lake City, Utah	\$ <u>4600</u>	for <u>3</u>	days
Twin Falls, Idaho	\$ <u>4700</u>	for <u>3</u>	days
Grand Junction, Colorado	\$ <u>3800</u>	for <u>3</u>	days

For trips not listed above, provide pricing for trips from:

One location within Maricopa County to another location within Maricopa County	\$ <u>95</u> /mile or <u>hour</u> or day (circle one)
One location within Maricopa County to another location outside Maricopa County but within Arizona	\$ <u>3.20</u> / <u>mile</u> or hour or day (circle one)
One location within Maricopa County to another location Outside Arizona	\$ <u>3.20</u> / <u>mile</u> or hour or day (circle one)

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List rate for additional hours (overtime) past the fixed pricing rate*: \$ 80 /per hour
*Charge for additional hour past a standard 10 hour day.

Price per day for out of town multi-day trips \$ 950
Price per day for extra driver/other OTR costs if needed \$ 285
Price for 1 day trips that go overnight \$ 2700

7.3 VANS (LESS THAN 15 PAKS)

The undersigned has read and understands all conditions and terms of RFP 3422-6 is authorized to submit this proposal on behalf of the company, and hereby offers to perform the services for the firm, fixed pricing indicated below.

Round trip from any MCCC location to:

Ephraim, Utah	\$ <u>N/A</u>	for	<u>N/A</u>	days
St. George, Utah	\$	for		days
Roswell, New Mexico	\$	for		days
Rexburg, Idaho	\$	for		days
Colorado Springs, Colorado	\$	for		days
Dallas, Texas	\$	for		days
Nogales, AZ	\$	for		days
Winslow, AZ	\$	for		days
Northland Pioneer, Holbrook, AZ	\$	for		days
Eastern CC, Thatcher, AZ	\$	for		days
Cochise College, Douglas, AZ	\$	for		days
AZ Western CC, Yuma, AZ	\$	for		days
Central Arizona College, Coolidge, AZ	\$	for		days
Northern Arizona Univ, Flagstaff, AZ	\$	for		days
Yavapai College, Prescott, AZ	\$	for		days
Pima CC, Tucson, AZ	\$	for		days
Univ. of Arizona, Tucson, AZ	\$	for		days
Las Vegas, Nevada	\$	for		days
San Diego, California	\$	for		days
Long Beach, California	\$	for		days
Los Angeles, California	\$	for		days
Enid, Oklahoma	\$	for		days
Sells, AZ	\$	for		days
Salt Lake City, Utah	\$	for		days
Twin Falls, Idaho	\$	for		days
Grand Junction, Colorado	\$	for		days

For trips not listed above, provide pricing for trips from:

One location within Maricopa County to another location within Maricopa County \$ N/A /mile or hour or day (circle one)

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One location within Maricopa County to another location
outside Maricopa County but within Arizona \$ N/A /mile or hour or day
(circle one)

One location within Maricopa County to another location
Outside Arizona \$ N/A /mile or hour or day
(circle one)

List rate for additional hours (overtime) past the fixed pricing rate*: \$ N/A /per hour
*Charge for additional hour past a standard 10 hour day.

Price per day for out of town multi-day trips \$ N/A
Price per day for extra driver/other OTR costs if needed \$ N/A
Price for 1 day trips that go overnight \$ N/A

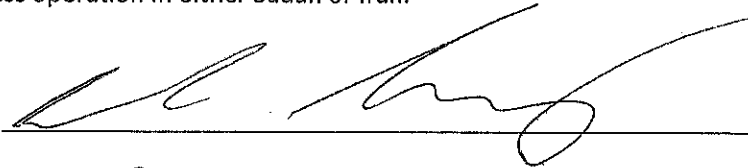
Costs/Fees listed above shall include all overhead and profit. No billing will be accepted that shows any other costs than those listed above. This includes, but is not limited to, travel, any out-of-pocket costs, meetings, secretarial, printing, delivery, rent, phone calls, postage, overnight mail service, accounting, fuel charges, office supplies, etc.

You may submit a more detailed pricing schedule in lieu of the above as an attachment to this page, but the next page must be completed, signed and included with your proposal.

SIGNATURE PAGE

Pursuant to Arizona Revised Statutes 35-391.06 & 35.393.06, proposer certifies that it does not have a scrutinized business operation in either Sudan or Iran.

SIGNATURE



PRINTED NAME

Alan Billingsley

TITLE

General Manager

COMPANY

American Explorer Motorcoach

ADDRESS

1701 E Elwood St.

CITY, STATE, ZIP

Phoenix, AZ 85040

TELEPHONE

480-558-0606

FAX NUMBER

480-558-5161

E-MAIL

dimore@projectexploration.com

Is your firm a:

Corporation* () Partnership () Individual () Joint Venture

▪ If a corporation, answer the following:

a) Where incorporated: Arizona

b) Date incorporated: 1983

c) Have your Articles ever been suspended or revoked? () Yes (X) No

If yes, when, for what reason, and when were they reinstated:

▪ Has your firm or its parent or subsidiaries ever been debarred or suspended from providing any goods or services to the Federal Government or other public entities?

If yes, when, for what reason, and when were they reinstated: No

Scope of Work

3.1.1 American Explorer Motorcoach is Licensed and Insured to operate as a motor carrier in Arizona as well as intrastate transportation. Our Department of Transportation operating authority is current and in good standing

3.1.2 American Explorer Motorcoach is happy to provide transportation services, when requested. We have enjoyed a long lasting relationship with Maricopa County Community Colleges. We make every effort to provide transportation when a safe, reliable bus and driver can be found.

3.1.3 on occasion American Explorer will need to use subcontractors to help fill requests for transportation. In this case we will provide the same pricing and using companies with our same standards of excellence. All conditions and requirements of the proposal will be met.

3.1.4 We understand that not all travel locations can be listed on the Bid. In these cases a quote will be offered that is fair and in alignment with RFP# 3422-6 pricing. In the past decade we have provided much of the transportation for sporting events in your school District. As a result we have a great understanding of trip formats and what requirements the teams have.

Proposal Requirements:

4.1 Minimum Requirements

4.1.1. Project Exploration was incorporated in 1977 and has been traveling the Southwest with an increasing number of young students each and every year since. American Explorer Motorcoach was added as a “dba” to Project Exploration in 1985 when buses were purchased to provide quality transportation for the growing field trip company. American Explorer Motorcoach eventually grew to the point where it became necessary to be a stand alone company. While we still provide transportation for Project Exploration, We are certified and licensed to operate as a charter bus company.

4.1.2. American Explorer Motorcoach provides safe, reliable, and comfortable motor coach transportation for tens of thousands of eager travelers each year. We have done so now for over 23 years. Our reputation for safe, reliable and courteous drivers coupled with clean, quality buses is unimpeachable. Please note that for the past several years American Explorer has provided top-notch service to such clients as MCCCCD, Chandler Unified School District (sole-provider for 4 years, bus charter), Mesa Unified School District, and Paradise Valley Unified School District.

4.1.3. Statement of understanding:

September 16, 2019

I, Daniel Palmer, as the official representative of American Explorer Motorcoach., confirm that we at American Explorer Motorcoach, fully understand and can comply with all the terms, requirements, and conditions as outlined in the scope of work in this RFP.

*Daniel J. Palmer, President
American Explorer Motorcoach*

Date

- 4.1.4 Answers to the respondent Questionnaire are included in Tab 4
- 4.1.5 Pricing Schedule is included in Tab 1
- 4.1.6 Authorization to operate in Mexico and Canada can be obtained if necessary

4.2 Specific Requirements

4.2.1. American Explorer Motorcoach has a majority of buses that are newer than 8 years old. We are enclosing data sheets on all of the buses that we feel will serve the MCCCCD needs. All of our buses are maintained to the highest industry standards with mandated "A" and "B" and annual inspections performed by our certified mechanics. Additionally, regular maintenance is performed when necessary as reported by drivers in Pre-Trip and Post Trip Inspections. Additional maintenance documentation may be provided upon request.

4.2.2. American Explorer complies with **all** DOT regulations.

4.2.3. American Explorer has 6 ADA equipped buses. They will be made available when the need arises for MCCCCD.

4.2.4. All of American Explorer Motorcoaches are equipped with DVD and Audio/video equipment.

4.2.5 American Explorer buses are equipped with good restrooms and we will commit to service them daily on multiple day trips.

4.2.6 American Explorer understands that large motorcoaches have a minimum seating capacity of 45 and that small/mini buses shall be 15-34 seats, and that vans will carry fewer than 15 passengers.

4.2.7. American Explorer commits that our drivers will comply with all DOT standards for coach operation. Additionally, our drivers will be uniformed and will display company identification.

4.2.8 American Explorer motor coaches will be available to MCCCCD 24 hours/day, 7 days/week.

4.2.9 American Explorer takes great pride in professionally handling breakdowns, road closures, and other unforeseen trip delays. American Explorer maintains 24/7 mechanics on-call rotation and will network with mobile mechanics as well as other bus companies to rescue the passengers from prolonged delays.

In the event of vehicle failure the following steps are to be followed by the driver:

-The first step is to make sure the passengers are in the safest location possible.

-The driver then calls our dispatch line (on call 24/7) to inform them of the situation. dispatch will work with the office staff to find a replacement bus immediately. Time is

of the essence and we want to have a replacement as quickly as possible. We will send our own bus when possible and we partner with companies in different locations to help when we have an emergency. Individuals from Dispatch, Shop and Safety are CDL Licensed and able to help deliver a bus when necessary.

The driver then calls an on call mechanic number(The lead mechanic to make an assessment of the situation). They have access to several 24 hour bus services such as MCI and Provost Emergency services that will help when we need to get the bus going as quickly as possible.

Working from these 2 angles we hope to have the situation resolved in a timely manor and the group back on the road.

While breakdowns are and inevitable part of the business we pride ourselves on low breakdown ratios. We also evaluated each breakdown after the incident to evaluate what was done right and what can be improved upon or eliminated.

4.2.10 American Explorer commits to spot buses a minimum of 15 minutes prior to scheduled departure time.

4.2.11.American Explorer understands the importance of arriving to pick up passengers with a clean bus including interior, restroom, and windows. We always keep certified fire extinguishers and first aid kits on all of our buses.

4.2.12.American Explorer does not currently have any buses with casino or inappropriate advertising anywhere on the buses. We have no plans to adorn our buses with such advertising and will commit to never send such buses to pick up MCCCCD passengers.

4.2.13 A drivers Workday is defined by MCCCCD, American Explorer Motorcoach and Federal Mandate as being no more than 10 hours of drive time

4.2.14 If a vehicle is booked (meaning confirmation is received in the form of a charter number by booking party) American Explorer Motorcoach will always honor that booking. In the event that bus is not available for unforeseen circumstances, a replacement vehicle will be provided at no additional cost to MCCCCD.

4.2.15 On Multi-day trips, driver's accommodations and per dim will abide by MCCCCD's Travel Administrative Regulations.

Tab 4

RESPONDENT QUESTIONNAIRE

5.1 Description of Firm

5.1.1.

Please visit websites:

1. Americanexplorermotorcoach.com
2. Projectexploration.com

American Explorer Motorcoach is proud to maintain an unimpeachable reputation of excellence in the bus charter and youth tour industry for more than 30 years. American Explorer is a proud member of the Better Business Bureau, United Motorcoach Association, and the American Bus Association. We are committed to continue providing MCCCCD with the highest quality service in the industry.

American Explorer Motorcoach currently operates 124 over-the-road motorcoaches equipped with a/c, reclining seats, public address systems, restrooms, dvd players, etc... Our crew of drivers is second to none in customer service and safety. *Please also note that our drivers are trained to work well with young students as approximately 85% of our client base is age 25 or younger.*

American Explorer is very familiar with student extra-curricular field trips. Note that American Explorer operates a field trip tour company named *Project Exploration*. Through Project Exploration we transport and teach outdoor education to over 8000 students annually. These field trips take young students to such destinations as Grand Canyon, San Diego, Bisbee, Tucson, Carlsbad Caverns, etc... We are field trip professionals.

In addition to currently providing transportation for MCCCCD, American Explorer Motorcoach is also a primary transportation provider for local elementary and high school districts such as Chandler Unified, Mesa Unified, and Paradise Valley Unified.

Although providing transportation services for several districts, we are committed not to turn down any trip for which a quality bus and conscientious driver can be found. American Explorer, on occasion, will sub-contract to reputable companies, ensuring the same timely, quality service provided by our own company. We want your business and will do everything we can to provide quality transportation no matter the circumstance.

Please note that in the last 10 years, American Explorer Motorcoach provided extensive transportation for many of the sports teams at Mesa Community College, Scottsdale Community College, and Glendale Community College, South Mountain Community College, And Gateway Community College (Baseball Team).

5.1.2

Travis Schureman and Diane Moore will both be assigned to MCCCCD. Additionally, Dan Palmer will be involved.

Travis Schureman, Director of Operations:

Travis Schureman is the Director of Operations for American Explorer Motorcoach. Travis has a bachelor's degree in Psychology and has worked at high levels of productivity in many roles with Project Exploration and American Explorer Motorcoach. Travis has excelled at inside sales, dispatch, youth science tour director, bus driving, and General Manager.

Diane Moore, Office Manager:

Diane Moore is one of the most experienced office Managers in Maricopa County. Diane has more than 10 years in the bus business and understands the business well. She spends countless hours working with groups to book trips, organize itineraries, billing, etc. Diane is second to none!

Dan Palmer, President:

Dan Palmer is the son of Jim Palmer, the founder of Project Exploration, and as such has grown up in the business. Dan has worn virtually every hat in the business from bus driver to tour guide and from bus washer to top executive. Dan is a college graduate with extensive knowledge of the bus and educational tour business.

5.1.3

24/7 – Emergency Contact Representatives and phone numbers:

- Daniel Palmer, President (602) 757-8206
- Travis Schureman, Dir. Of Operations (602) 757-9619
- After Hours Dispatch (602) 757-8200

5.2 Qualifications

5.2.1 American Explorer Motorcoach is a primary transportation provider for local elementary and high school districts such as Chandler Unified, Paradise Valley Unified, Gilbert public schools and Mesa Public Schools.

We developed a relationship with each of these districts through hard work and great customer service. We highly encourage you to contact the districts and individuals we work with to get an idea of what American Explorer Motorcoach is all about. Following is a list of Schools and School Districts with Contact Persons.

Mesa Public Schools – We have worked with Mesa schools Since 2003. These trips include local trips as well as trips throughout the Southwest. Additionally our sister company, Project Exploration, has done many trips with Mesa Schools. These trips always include Charter Transportation provided through American Explorer Motorcoach. Annette (480-472-0187) is the main contact in Transportation. Mesa public Schools have been a very successful partnership for us.

We have enjoyed a great working relationship at every level of Mesa school district. We feel much of the success has come through hard work, honesty and open communication. We make every effort to listen to the needs and concerns of the district and respond quickly. We have learned that despite every effort by the school district and our company to plan ahead, problems however big or small may arise. e.g. last minute trips need to be covered or trips need to be cancelled. Teachers will change itineraries and we may need to deal with a driver who is not doing all he or she can to accommodate the group. These are the moments we prove ourselves as a company by working quickly to resolve the issue and help the district in every way possible. Again, I would encourage you to call each School district we work with. We feel that much of the reason they prefer to work with us is our ability to work quickly and help in whatever way possible. Many of our districts call last minute and know we will respond. We encourage you to call any time day or night and we will help.

Chandler Unified School District- We have worked with Chandler Unified School District Since 2003. Chandler's trips include many different locations throughout the Southwest. Debra Fraley (480-812-7283) is the main contact in Transportation.

Paradise Valley Unified School District – We have worked with Paradise Valley Unified School District Since 2002. Most of this revenue is with local

trips for a variety of sporting events. Additionally, Project Exploration provides trips for Paradise Valley Unified School District in which Charter bus Transportation is provided through American Explorer Motorcoach. The district also allows schools to procure transportation directly through individual schools and we provide many of these trips each year to destinations in Arizona and California. Maria Jenkins (602-449-2251) is the main contact in Transportation.

Brophy College Preparatory School – Brophy goes to a variety of different places including camps to Northern Arizona and Sporting Events throughout the state. One of the contacts at Brophy is Sue Hornbeck (602-264-5291)

Maricopa Community Colleges – Over the last decade we have provided a large part of the transportation for Mesa Community, Glendale Community, Southmountain Community, Scottsdale Community, and Gateway Community (Baseball). We understand this RFP Well and have provided top notch transportation for over 10 years.

5.2.2. American Explorer Motorcoach is one of only a very few bus companies to own its own bus yard. Our yard is equipped with wash and dump facilities and can handle our fleet of 25 motor coaches along with 4 other tenant coaches. We meet all OSHA guidelines and our mechanics are among the best in the industry. We are insured and certified to meet all specifications of the law. We welcome a visit at any time to tour the facilities. 1701 E Elwood St, Phoenix AZ 85040

American Explorer Motorcoach operates a mixed fleet of quality equipment. Please view the enclosed informational sheets on several of our buses. All of our buses are maintained to the highest industry standards with mandated "A" and "B" as well as annual inspections performed by our certified mechanics. Additionally, regular maintenance is performed when necessary as reported by drivers in Pre-Trip and Post Trip Inspections.

Driver Training: American Explorer trains all drivers before putting them behind the wheel of a motorcoach. Each driver is given a road test and is checked on individual buses before performing safety-sensitive functions.

Proactive Functions: American Explorer holds quarterly training meeting with all drivers and offers on-going training for drivers receiving complaints from customers or staff. American Explorer requires safety video training for all drivers.

Driver Discipline: Drivers receiving complaints from customers or fellow drivers are interviewed and where necessary are written-up for discipline. Serious incidents are followed by dismissal or the suspension of driving privileges. Remedial training is required in many cases of reported breaches in policy or driving procedure.

Trainer Qualifications: Rodger Slater and Wanda Sartain serve as our driver trainers. Wanda has been a certified third party tester and Rodger has many years of safe driving on record.

Driver Evaluations: Each driver is reviewed periodically by trainers and management. Drivers are also evaluated in written form by clients.

Drug Testing: American Explorer follows all DOT prescribed protocol for drug and alcohol testing. We test drivers from a random pull for alcohol directly before a safety-sensitive function and we test from the same random pull for drugs.

5.2.3 All of our buses are equipped with an ELD (Electronic Logging Device). This is a Verizon program that keeps track of drivers hours of service, driving behaviors, idle time, along with other driver behaviors. We have been able to monitor Speeding, Harsh Breaking and Excelsation, Harsh Corning, along with video monitoring each trip. The trainers are able to actively monitor each and every driver on a daily basis.

This system allows for a much more comprehensive training and monitoring program than has ever been possible. We can map the bus in real time, identify violations and review them with the driver.

5.2.4 American Explorer Motorcoach currently operates 25 luxury motor coaches. Each motor coach is equipped with reclining seats, restroom, public address systems, air conditioning, video monitors, roomy luggage bays, and overhead storage. Our mixed fleet of coaches is perfect for any traveler:

- (9) Top of the line, 56 passenger coaches less than 3 years old
- (8) Top of the line, 55-56 passenger coaches 3 – 10 years old
- (5) Top of the line, 56 passenger coaches more than 10 years old
- (3) mini Coaches, 15 – 32 passengers 2010 -2017

5.2.5 Contingency plan for vehicle failure

In the event of vehicle failure, the following steps are to be followed by the driver:

The first step is to make sure the passengers are in the safest location possible.

The driver then calls Travis Schureman, the General Manager, to inform him of the situation. After Hours Dispatch in his absence. Travis will work with the office staff to find a replacement bus immediately. Time is of the essence and we want to have a replacement as quickly as possible. We will send our own bus when possible and we partner with companies in different locations to help when we have an emergency.

The driver then calls Kevin Beverly (The lead mechanic to make an assessment of the situation). Kevin has access to several 24 hour bus services such as MCI and Prevost Emergency services that will help him get the bus going as quickly as possible.

Working from these 2 angles we hope to have the situation resolved in a timely manor and the group back on the road.

5.2.6

- (9) Top of the line, 56 passenger coaches less than 3 years old
- (8) Top of the line, 55-56 passenger coaches 3 – 10 years old
- (5) Top of the line, 56 passenger coaches more than 10 years old
- (3) mini Coaches, 15 – 32 passengers 2010 -2017

5.2.7 American Explorer Motorcoach drivers are carefully screened and road tested before being hired. We currently employ 24 full-time drivers and roughly ten part-time seasonal drivers. Because the bulk of our tour market includes young students, the drivers that we hire are screened not just for their driving skills, but also for their ability to work well with students. We pride ourselves in employing patient, student-friendly drivers. We are very proud of our equipment and our driving staff. Following are some of the ongoing practices by American Explorer Motorcoach to ensure the best team of drivers and maintenance staff possible.

Driver Training: American Explorer trains all drivers before putting them behind the wheel of a motor coach. Each driver is given a road test and goes through a standard class and video training. Additionally they are checked on individual buses before performing safety-sensitive functions. Drivers are required to complete 12 hours of training each year. Driver trainers ride along on a trip each year to insure company standards are met. The company produces safety bulletins each month and periodically sends out surveys to get client feedback.

Proactive Functions: American Explorer holds quarterly training meetings with all drivers and offers ongoing training for drivers receiving complaints from customers or staff. American Explorer requires safety video training for all drivers.

Driver Discipline: Drivers receiving complaints from customers or fellow drivers are interviewed and where necessary are written-up for discipline. Serious incidents are followed by dismissal or the suspension of driving privileges. Remedial training is required in many cases of reported breaches in policy or driving procedure.

Trainer Qualifications: Rodger Slater and Wanda Sartain serve as our driver trainers. Wanda has been a certified third party tester and Rodger has many years of safe driving on record.

Driver Evaluations: Each driver is reviewed periodically by trainers and management. Drivers are also evaluated in written form by clients.

Drug Testing: American Explorer follows all DOT prescribed protocol for drug and alcohol testing. We test drivers from a random pull for alcohol directly before a safety-sensitive function and we test from the same random pull for drugs.

At minimum drivers must pass a level 1 finger print clearance, Pre employment drug and alcohol screening, finish company training and Have a class B commercial driver's license with a passenger endorsement.

Safety is always priority one. We train the drivers to always be conscious of safety during a trip and avoid jeopardizing the safety of students at all cost.

5.2.8 All drivers are required to have a current Class B Commercial Drivers License, With a Passenger Endorsement

5.2.9

Company Safety Statistics

American Explorer Motorcoach operates under the ICC MC 177956 & US DOT 0261986

American Explorer motorcoach has 0 DOT accidents in the past 5 years. We run at least a million miles each year. We have also had 0 Non DOT accidents in the past 5 years.

Other items to note:

1. 35 years of quality, safe transportation
2. American Explorer Motorcoach specializes in youth Transportation.
3. We are a medium-sized, family-owned company. Our clients do not get lost in the bureaucratic shuffle.
4. American Explorer has a stellar track record of providing transportation regardless of how little advance notice is given.
5. American Explorer complies with all DOT regulations.
6. American Explorer takes great pride in professionally handling breakdowns, road closures, and other unforeseen trip delays.
7. American Explorer understands the importance of arriving to pick up passengers with a clean bus including interior, restroom, and windows. We also recognize how important the driver's role is.

5.2.10 American Explorer Motorcoach is a primary transportation provider for local elementary and high school districts such as Chandler Unified, Paradise Valley Unified, Gilbert public schools and Mesa Public Schools.

We developed a relationship with each of these districts through hard work and great customer service. We highly encourage you to contact the districts and individuals we work with to get an idea of what American Explorer Motorcoach is all about. Following is a list of Schools and School Districts with Contact Persons.

Mesa Public Schools – We have worked with Mesa schools Since 2003. These trips include local trips as well as trips throughout the Southwest. Additionally our sister company, Project Exploration, has done many trips with Mesa Schools. These trips

always include Charter Transportation provided through American Explorer Motorcoach. Annette Edwards (480-472-0187) is the main contact in Transportation. Mesa public Schools have been a very successful partnership for us.

We have enjoyed a great working relationship at every level of Mesa school district. We feel much of the success has come through hard work, honesty and open communication. We make every effort to listen to the needs and concerns of the district and respond quickly. We have learned that despite every effort by the school district and our company to plan ahead, problems however big or small may arise. e.g. last minute trips need to be covered or trips need to be cancelled. Teachers will change itineraries and we may need to deal with a driver who is not doing all he or she can to accommodate the group. These are the moments we prove ourselves as a company by working quickly to resolve the issue and help the district in every way possible. Again, I would encourage you to call each School district we work with. We feel that much of the reason they prefer to work with us is our ability to work quickly and help in whatever way possible. Many of our districts call last minute and know we will respond. We encourage you to call any time day or night and we will help.

Chandler Unified School District- We have worked with Chandler Unified School District Since 2003. Chandler's trips include many different locations throughout the Southwest. Chandler has become one of our largest clients and we work with her on a daily basis. Lauri Hogenes (480-424-8641) is the main contact in Transportation.

Brophy College Preparatory School – Brophy goes to a variety of different places including camps to Northern Arizona and Sporting Events throughout the state. One of the contacts at Brophy is Sue Hornbeck (602-264-5291)

South Mountain Community College – Sophie Rodriguez is the point of contact in the athletics department. We have worked with her for 10 years.

Mesa Community College - Janet Vogt is the point of contact in the athletics department. We have worked with Mesa for over 10 years and Janet since she took over a couple of years back.

Chandler Gilbert Community College – Ethne Cox is the point of contact in the athletics department. We have worked with Ethne for years and enjoyed a great working relationship

5.3.1 Drivers must have a clean comfortable room for overnight accommodations. Each driver must have a separate room. Drivers must comply with DOT guidelines by have 8 consecutive hours off in a hotel room before resetting their shift.

5.3.2 Although we work with several school districts we will not turn down a trip when a good driver and bus can be found. We pride ourselves on working to cover whatever trips come up at whatever time of the day or night. Again we would encourage the district to call the other districts we work with. Our ability to be flexible and cover every trip possible sets us apart from the rest. We do not require a set lead time. If you have a last minute trip we will work diligently to provide service.

5.3.3 We currently have 6 buses with ADA lifts. If a passenger requires and ADA lift, we are happy to accommodate the request.

5.3.4 Cancellations can be at no cost up until 2 hours prior to spot time. Cancellations done 0 – 2 hours prior to spot time will incur a \$250 charge.

5.3.5 American Explorer Motorcoach defines a standard day the same as MCCCCD. 10 hours

5.3.6 Additional hours will be calculated by charging in quarter hour increments (15 minutes) for hours over 10 that a group is gone. We charge from the time the bus is requested to spot at the school until the group arrives back at the school.

5.3.7 All Amenities other than wifi are standard. If wifi is requested we have 8 wifi systems that can be sent with the drivers. The charge is done according to data usage. Groups must request this at the time of booking.

5.4.1 We would allow other entities to utilize this contract cooperatively.

ATTACHMENT A

BIDDER'S STATEMENT

Interested Bidders are asked to review and provide, as completely and accurately as possible, a written response on each applicable section below:

TYPE OF BUSINESS ORGANIZATION

Please check the appropriate box(es).

The Bidder represents that it operates as:

A CORPORATION incorporated under the laws of

the State of Arizona

An INDIVIDUAL

A PARTNERSHIP

A NON-PROFIT ORGANIZATION

A JOINT VENTURE

Federal Employer Identification Number: 26-229-6487

PARENT COMPANY and IDENTIFYING DATA

A "parent" company, for the purposes of this provision, is one that owns or controls the activities and basic business policies of the Bidder. To own the Bidding company means that the "parent" company must own more than 50 percent of the voting rights in that company. A company may control a Bidder as a "parent" even though not meeting the requirements for such ownership if the "parent" company is able to formulate, determine or veto basic policy decisions of the Bidder through the use of dominant minority voting rights, use of proxy voting or otherwise.

The Bidder:

IS IS NOT owned or controlled by a "parent" company.

If the Bidder IS owned or controlled by a "parent" company, Bidder shall provide the name, address, phone and fax numbers, and Federal I.D. No. of the company.

ATTACHMENT A
 BIDDER'S STATEMENT (continued)
 BIDDER REFERENCES
 Private Business Contracts

MCCCD requires a minimum of three (3) current and local references for which you are providing same or similar products and services specified herein. Please indicate below the businesses for which you have provided such during the past two (2) years:

- 1 Company Name: South Mountain Community College
 Address: 7050 S 24th St, Phoenix, AZ 85042
 Phone #: 602-243-8000 Fax #: _____
 Contact Person: Sophie Rodriguez
 Contract Period: From: 2009 To: Current
 Describe Services: Bus Transportation

- 2 Company Name: Brophy College Prep
 Address: 4701 N Central Ave, Phoenix AZ 85012
 Phone #: 602-793-8265 Fax #: _____
 Contact Person: Bill Woods
 Contract Period: From: 2005 To: Current
 Describe Services: Bus Transportation

- 3 Company Name: Chandler School District
 Address: 1525 W Frye Rd, Chandler AZ 85224
 Phone #: 480-424-8641 Fax #: _____
 Contact Person: Lauri Hogens
 Contract Period: From: 2003 To: Current
 Describe Services: Bus Transportation

ATTACHMENT A
 BIDDER REFERENCES (continued)
 Federal, State or Other Political Subdivision Contracts

MCCCD is also interested in speaking with public agencies or educational institutions for whom you have provided such products and services covered herein:

- 1 Company Name: Mesa Community College
 Address: 1833 W Southern Ave, Mesa AZ 85202
 Phone #: 480-461-7542 Fax #: _____
 Contact Person: Janet Vogt
 Contract Period: From: 2008 To: Current
 Describe Services: Bus Transportation

- 2 Company Name: Mesa Public Schools
 Address: 7038 E Adobe Rd
 Phone #: 480-472-0164 Fax #: _____
 Contact Person: Annette Edwards
 Contract Period: From: 2000 To: Current
 Describe Services: Bus Transportation

- 3 Company Name: EDU-Prize Queen Creek
 Address: 4567 W Roberts Rd, Queen Creek AZ 85142
 Phone #: 480-888-1610 Fax #: _____
 Contact Person: Emily Broschart
 Contract Period: From: 2008 To: Current
 Describe Services: Bus Transportation

ATTACHMENT A
BIDDER'S STATEMENT (continued)
ADDITIONAL BUSINESS INFORMATION
Standard Business Hours

- 1 Days of week available for services: 7 days a week
- 2 Business hours of operation: 24 hours per day
- 3 On-call/Emergency service hours: 24/7
- Phone Number(s): 602-908-8201
- Web Address: americanexplorermotorcoaches.com
- FAX Number: 480-558-0606

General Information

- 4 Business License Number: US DOT #261986
- 5 Number of years in business under current name: 37
- 6 Number of offices in the State of Arizona: 1
- 7 Business Classification (check applicable category)
- Minority Owned Business (MBE) —
- Woman Owned Business (WBE) —

Does your firm hold this certification from any other agencies or companies?

No: Yes: With Whom? _____

- 8 Name and address of office assigned to handle the MCCCCD account:
American Explorer Motorcoach
1701 E Elwood St
Phoenix AZ 85040

- 9 Account Manager Information:
Name: Alan Billingsley
Office Phone: 480-558-0606
Cell: 602-908-2422

- 10 Contractors License Number(s): TYPE DOT NUMBER 261986

- 11 Do you ever sub-contract any of your services? NO YES
If YES, which services?: Bus Transportation

ATTACH ADDITIONAL SHEETS IF NECESSARY TO FURTHER DESCRIBE THE EXPERIENCE AND QUALIFICATIONS OF YOUR FIRM FOR PROVIDING THE PRODUCTS/SERVICES UNDER THE CONTRACT