



**GARLAND INDEPENDENT SCHOOL DISTRICT  
PURCHASING DEPARTMENT**

*501 S. Jupiter  
Garland, Texas 75042*

**December 4, 2023**

**ADDENDUM 3, RFP #352-24-03 (78546)**

**SEMI-CAB RENTALS AND QUALIFIED DRIVERS**

This addendum modifies the original document as listed below and is hereby incorporated to the contract documents. Acknowledge receipt of this addendum by returning the completed and signed form with the solicitation response. Failure to submit the addendum may be used as an evaluated factor.

**CHANGES:**

**The due date for proposal submission changes as follows due to Garland ISD being closed:**

**From:** December 7, 2023 10:30 a.m. CST

**To:** January 18, 2024 10:30 a.m. CST

**The due date to submit questions as follows:**

**From:** November 3, 2023 4:00 p.m. CST

**To:** January 9, 2024 4:00 p.m. CST

**The due date to post addendum changes as follows:**

**From:** November 9, 2023 4:00 p.m. CST

**To:** January 12, 2024 4:00 p.m. CST

**RFP changes to the price lines**

**From:**

1. License Class A CDL Driver Only hourly Rate (1 hour) -Hour
2. License Class A CDL Driver Only Half Day Rate (4 hours) - Hour
3. License Class A CDL Driver Only Full Day Rate (8 hours) -Hour
4. Semi Cab Rental Daily Rate- Daily
5. Semi Cab Rental Weekly Rate -Weekly
6. Semi Cab Rental Monthly Rate -Monthly
7. Semi Cab Per Mileage charge if applicable? - Mile
8. Delivery Charge - Each
9. Pick Up Fee- Each
10. Decontamination Fee- Each

**To: (Please see exhibits 1-4)**

11. **Preferred Option 1.** Driver Hourly Rate based on a guarantee of 861 hours. Garland ISD will provide the cabs and trailers for all events. The company shall be responsible for the drivers and all other cost to meet the district's needs.

12. **Preferred Option 1.** Mileage Rate based on a guarantee of 861 hours. Garland ISD will provide the cabs and trailers for all events. The company shall be responsible for the drivers and all other cost to meet the district's needs.
13. **Option 2.** Driver and Cab Only Hourly Rate based on a guarantee of 861 hours. Garland ISD will be providing trailers. The company shall be responsible for providing cabs and drivers and all other cost to meet the district's needs.
14. **Option 2.** Driver and Cab Mileage Rate based on a guarantee of 861 hours. Garland ISD will be providing trailers. The company shall be responsible for providing cabs and drivers and all other cost to meet the district's needs.

**RFP changes to the Scope of Work**

**From:**

The intent of this proposal is to solicit and award suitable vendors to provide Semi-Cab Rentals and Qualified Drivers throughout the year at Garland ISD, 501 S. Jupiter, Garland, Texas 75042. The Garland ISD has issued this Request for Proposal to gather proposals from qualified vendors that can provide Semi-Cabs Rentals and Qualified Drivers. The information provided in the RFP will be utilized to evaluate qualified contractors to deliver materials to a variety of locations throughout the year. The Garland ISD reserves the right to reject all requests. The acceptance of a proposal by Garland ISD does not guarantee the amount acquired from the vendor. The agreement will not be exclusive, since Garland ISD will continue to purchase supplies and services from a variety of providers.

**To:**

The intent of this proposal is to solicit and award suitable vendors to provide Semi-Cab Rentals and Qualified Drivers throughout the year at Garland ISD, 501 S. Jupiter, Garland, Texas 75042. The Garland ISD has issued this Request for Proposal to gather proposals from qualified vendors that can provide Semi-Cabs Rentals and Qualified Drivers. The information provided in the RFP will be utilized to evaluate qualified contractors to deliver materials to a variety of locations throughout the year. The Garland ISD reserves the right to reject all requests. The acceptance of a proposal by Garland ISD does not guarantee the amount acquired from the vendor. The agreement will not be exclusive, since Garland ISD will continue to purchase supplies and services from a variety of providers.

Proposed Schedules will be attached to include the following schools. The proposed schedules is a guarantee at a minimum of 861 hours and will be contracted and should be used to base your proposed pricing. Payment should be issued based on completion of each trip. **(Please see attachments 1-7)**

1. Garland HS
2. South Garland HS
3. North Garland HS
4. Lakeview Centennial HS
5. NAAMAN Forest Band
6. Rowlett HS Band
7. Sachse Mustang Band

**RFP changes Proposed Schedules will be attached to include the following schools**

**Exhibit 1**

**GARLAND INDEPENDENT SCHOOL DISTRICT**  
**PURCHASING DEPARTMENT**  
*501 S. Jupiter*  
*Garland, Texas 75042*

**Bid Number/Title: 78546.1 352-24-03 Semi-Cab Rentals and Qualified Drivers**

**PLEASE SUBMIT BID NO LATER THAN 10:30 A.M. LOCAL TIME ON JANUARY 18, 2024.** Mark the sealed return envelope in the lower left hand corner with RFP#, time, and due date, as noted above. (Should the district close for unforeseen reasons (force majeure) on the date the solicitation is due, the above referenced date should be changed to 10:30 A.M. the first date the district is open to conduct business.)

**Read the instructions carefully before submitting a response, failure to complete the form properly may result in disqualification of the line item, or the entire bid.**

Minimum Requirements	Weight	Max Score	KO Score	Response
Do you agree to Jurisdiction and Venue as stated in the attached Terms and Conditions? Enter a 2 for Yes or 1 for No	5	5	1	
Do you agree to GISD Indemnification Provision as stated in the attached Terms and Conditions? Enter a 2 for Yes or 1 for No	5	5	1	

General	Required	Scoring Weight	Max Score	Response (Text or Number)
Although we are legally required to accept paper bids, we strongly request that bidders submit this bid electronically. Please feel free to call us at (972) 487-3009, if you require any assistance with this submittal. Electronic bidding eliminates errors, eliminates unnecessary work, and is more friendly to the environment. When filing this bid electronically, please do not send us a paper copy, as the electronic version will prevail. However, in the unlikely event that you do submit a paper bid, it is imperative that the title and bid number MUST appear on the outside of the submittal envelope. Furthermore, no faxed bids will be received. Your cooperation is appreciated. Please confirm by responding "Yes" that you have read and understand this instruction.	<b>Required</b>			
Does your company accept all of the terms and conditions stated in this solicitation? If No, complete the Deviation Compliance Form attached to this solicitation.	<b>Required</b>	40	40	
Is your firm willing to honor the terms and conditions of this contract if awarded a contract as an alternate? Enter Yes or No	<b>Required</b>			
Does your firm agree to the E-commerce requirements attached to this solicitation? Enter Yes or No	<b>Required</b>	30	30	
If your company has agreed to the E-Commerce requirements, provide the Name, Telephone Number; and E-mail address of the staff member responsible for this function e.g., Joe Technology,	<b>Optional</b>			

General	Required	Scoring Weight	Max Score	Response (Text or Number)
972.123.4567, Jtechnology@anycompany.com				
Identify the state in which the proposer's principal place of business or main corporate office is located.	Required			
Proposer's principal place of business is located within the boundaries of the Garland Independent School District?	Required			
The Garland ISD has authorized district employees to use a credit card(Bank of America Master Card) to make purchases for business purposes. Will your company accept these credit card purchases?	Required	20	20	
Is your company certified by the state of Texas or the North Central Texas Regional Certification Agency as a small, women-owned, or minority business? If yes, attach a copy of the certification with the Request for Proposal/Bid response.	Required			
Several governmental entities (a membership list is available at the EPCNT web site, listed below) have indicated an interest in being included in this contract. Should these governmental entities decide to participate in this contract, would you, (the proposer) agree that all terms, conditions, specifications, and pricing would apply? For information regarding the Educational Purchasing Cooperative of North Texas, please visit their website at the following address www.epcnt.com. Enter Yes or No	Required			
The Garland ISD has entered into Inter-Local Agreements for cooperative purchasing with the following public entities: City of Garland, City of Rowlett, and Ysleta ISD. The Proposer agrees to honor orders for items or services included herein which may be placed by these entities?	Required			
Identify references by providing Organization, Contact Name, and Telephone # e.g., Garland ISD, Joe Smith, 972-487-3009.	Required			
All required forms must be signed and submitted with the response. Have you attached the signed required forms?	Required			
Some of the services required shall include, but not be limited to the following: 1. Operate parking facilities in a manner consistent with satisfying as efficiently as possible the parking demands generated by the CCC. 2. An adequate number of personnel shall be provided to handle ingress and egress at the CCC. 3. The ability to provide, within a week's notice, up to 30 trained parking attendants with an experienced supervisor. 4. Contractor to provide all insurance as required. 5. Contractor to provide uniforms, flashlight, aprons, and other necessary equipment to facilitate excellent parking services. 6. Contractor's supervisor to meet with the Box Office Coordinator at least one week prior to event services and operation. 7. Bonded Staff is preferred. 8. Contractor agrees that all personnel it furnishes hereunder shall be neatly and tastefully attired, as required by the CCC. The CCC reserves the right to provide a uniform of their choosing, at their expense, if they so desire. 9. Contractor agrees that no personnel provided by Manager hereunder shall wear extreme or unseemly jewelry. In	Required			

General	Required	Scoring Weight	Max Score	Response (Text or Number)
<p>addition, such personnel shall not carry weapons or be under the influence of alcohol or non-prescription drugs while performing services hereunder.</p>				
<p>Please state the percentage discount off catalog pricing your firm will offer Garland ISD for the term of this contract for purchases other than those listed in this RFP. Your response should include the % sign. IF no discount offered, your response should be stated as 0%.</p>	<p><b>Required</b></p>			
<p>Are the contents of this response considered Confidential or Proprietary, i.e. prices, ingredients, references, in space provided.</p>	<p><b>Required</b></p>			

LINE INFORMATION

Item No	Description	UOM	Quantity	Proposed Price			
	Specifications	Required	Scoring Weight	Scoring Range	Score	Target Value	Vendor Target Value
11	Preferred Option 1. Driver Hourly Rate based on a guarantee of 861 hours. Garland ISD will provide the cabs and trailers for all events. The company shall be responsible for the drivers and all other cost to meet the district's needs.	Hour	861				
12	Preferred Option 1. Mileage Rate based on a guarantee of 861 hours. Garland ISD will provide the cabs and trailers for all events. The company shall be responsible for the drivers and all other cost to meet the district's needs.	Mile	861				
13	Option 2. Driver and Cab Only Hourly Rate based on a guarantee of 861 hours. Garland ISD will be providing trailers. The company shall be responsible for providing cabs and drivers and all other cost to meet the district's needs.	Hour	861				
14	Option 2. Driver and Cab Mileage Rate based on a guarantee of 861 hours. Garland ISD will be providing trailers. The company shall be responsible for providing cabs and drivers and all other cost to meet the district's needs.	Mile	861				

**Attachment 1  
Rowlett HS Band Semi Driver Schedule**

<b>Date</b>	<b>Event</b>	<b>Location</b>	<b>Time In</b>	<b>Time Out</b>
Friday, September 15	Football Game	HBJ	5pm	11pm
Tuesday September 19	Stadium	HBJ	6pm	10pm
Thursday, September 22	Football Game	HBJ	5pm	11pm
Saturday, September 23	Contest	Melissa Stadium	1pm	12am
Tuesday September 26	Stadium	HBJ	6pm	10pm
Friday, September 29	Football Game	HBJ	5pm	11pm
Saturday, September 30	Contest	Kimbrough Plano	10am	10pm
Monday, October 2	Band Fest	HBJ	4pm	10pm
Tuesday October 3	Stadium	HBJ	6pm	10pm
Thursday, October 5	Football Game	HBJ	5pm	11pm
Friday October 13	Football Game	Willaims	5pm	11pm
Saturday October 14	Contest	Royse City Stadium	12 pm	12am
Tuesday, October 17	UIL Region	Mesquite Memorial	4pm	10pm
Thursday, October 19	Football Game	HBJ	5pm	11pm
Saturday, October 21	UIL Area	Mesquite Memorial	12pm	11pm
Friday November 3	Football Game	Wylie Stadium	5pm	11pm

## Attachment 2

### North Garland HS Band Semi Driver Schedule

<b>Date</b>	<b>Event</b>	<b>Location</b>	<b>Time In</b>	<b>Time Out</b>
Monday, September 11	Stadium Rehearsal	Williams	5pm	10:30pm
Thursday, September 14	Football Game	HBJ	4pm	11pm
Monday, September 18	Stadium Rehearsal	Williams	5pm	10:30pm
Friday, September 22	Football Game	Williams	4pm	11pm
Saturday, September 23	Contest	City Bank Stadium	6am	9pm
Saturday, September 30	Contest	Mesquite Memorial/ Crowley ISD Multipurpose stadium	9am	11pm
Monday, October 2	Band Fest	HBJ	4pm	10pm
Friday, October 6	Football Game	HBJ	4pm	11pm
Thursday, October 12	Stadium Rehearsal	Williams	7am	12:30pm
Friday, October 13	Football Game	Williams Stadium	4pm	11pm
Saturday, October 14	Contest	RCISD Stadium	8am	11pm
Monday, October 16	Stadium Rehearsal	Williams	5pm	10:30pm
Tuesday, October 17	UIL Region	Mesquite Memorial	4pm	11pm
Thursday, October 19 (not confirmed)	UIL Region (RAIN DATE)	Mesquite Memorial	4pm	11pm
Friday, October 20	Football Game	Wylie East Stadium	4pm	11pm
Saturday, October 21	UIL Area	Mesquite Memorial	8am	11pm



**Attachment 3  
NAAMAN FOREST BAND**

<b>Date</b>	<b>Event</b>	<b>Location</b>	<b>Time In</b>	<b>Time Out</b>
9/14/2023	Football Game	Williams Stadium	5:00 pm	11:00 pm
9/23/23	Marching Contest	Clark Stadium Plano: 6600 Stadium Dr., Plano Tx 75023 Melissa High School Stadium: 3030 Milrany Ln. Melissa TX 75454	5pm	11pm
9/28/23	Football Game	Homer B Johnson Stadium	5:00 pm	11:00 pm
9/30/23	Marching Contest	Mesquite Memorial Stadium: 2500 Memorial Blvd. Mesquite Texas 75149 Sunnyvale High School Stadium: 222 Collins Rd, Sunnyvale Txx 75182	Tentative 8:00 am	11:00 pm
10/2/23	Band Fest	Homer B Johnson Stadium	4:30 pm	11:00 pm
10/6/23	Football Game	Williams Stadium	5:00 pm	11:00 pm
10/7/23	Marching Contest	Bobcat Stadium: 503 E Pecan St, Celina TX 75009	Tentative 8:00	4:00 pm
10/13/23	Football Game	Homer B Johnson Stadium	5:00 pm	11:00 pm
10/14/23	Marching Contest	Winnsboro High School	Tentative 8:00 am	11:00 pm
10/16/23	Region Marching	Memorial Stadium: 2500 Memorial Blvd, Mesquite Texas 75149	Tentative 10:00 am	3:00 pm

10/20/23	Football Game	Williams Stadium	5:00 pm	11:00 pm
10/21/23	Area Marching	Mesquite Memorial Stadium: 2500 Memorial Blvd, Mesquite Texas 75149	Tentative 9:00 am	4:00 pm
10/27/23	Football Game	Williams Stadium	5:00 pm	11:00 pm
11/2/23	Football Game	Williams Stadium	5:00 pm	11:00 pm
11/4/23	Drumline Contest	Lewisville High School	Tentative 9:00 am	4:00 pm

**Attachment 4**  
**Sachse Mustang Band Semi Driver Schedule**

<b>Date</b>	<b>Event</b>	<b>Location</b>	<b>Time In</b>	<b>Time Out</b>
9/26/23	Stadium Rehearsal	Williams	5:00 PM	10:00 PM
9/28/23	Football Game	HBJ	5:00 PM	11:00 PM
9/29/23-10/1/23	BOA Contest	Midland, TX	7:00 AM	4:00 PM
10/2/23	Band Fest	HBJ	3:00 PM	9:00 PM
10/7/23	BOA Contest	Pennington Field	6:30 AM	11:00 PM
10/12/23	Stadium Rehearsal	HBJ	7:30 AM	5:00 PM
10/12/23	Football Game	Williams	5:00 PM	11:00 PM
10/13/23	Stadium Rehearsal	HBJ	7:30 AM	5:00 PM
10/14/23	BOA Contest	Children's Health Stadium; Prosper	6:30 AM	11:00 PM
10/17/23	UIL Region	Mesquite Memorial Stadium	3:00 PM	10:00 PM
10/20/23	Football Game	HBJ	5:00 PM	11:00 PM
10/21/23	UIL Area	Mesquite Memorial Stadium	5:00 AM	11:00 PM
10/24/23	Stadium Rehearsal	Williams	5:00 PM	10:00 PM
10/27/23	Football Game	Wylie Stadium	5:00 PM	11:00 PM
10/29-31/23	*State MBC	Alamodome	TBD	TBD
11/3/23	Football Game	HBJ	5:00 PM	11:00 PM

**Attachment 5**  
**Garland HS Band Semi Driver Schedule**

<b>Date</b>	<b>Event</b>	<b>Location</b>	<b>Time In</b>	<b>Time Out</b>
Tuesday, September 12	Stadium Rehearsal	Williams	3pm	8pm
Friday, September 15	Football Game	Williams	5pm	11pm
Tuesday, September 19	Stadium Rehearsal	Williams	3pm`	8pm
Friday, September 22	Football Game	HBJ	5pm	11pm
Saturday, September 23	Contest	Melissa Stadium	12pm	12am
Tuesday, September 26	Stadium Rehearsal	Williams	3pm	8pm
Friday, September 29	Football Game	Williams	5pm	11pm
Saturday, September 30	Contest	Plano East	10am	11pm
Monday, October 2	Band Fest	HBJ	4pm	10pm
Wednesday, October 4	Stadium Rehearsal	Williams	3pm	8pm
Friday, October 6	Football Game	Williams	5pm	11pm
Saturday, October 7	Contest	Collins Stadium	10am	12am
Thursday, October 12	Stadium Rehearsal +Football Game	Williams	7am	11pm
Tuesday, October 17	UIL Region	Mesquite Memorial	12pm	10pm
Wednesday, October 18	Stadium Rehearsal	Williams	3pm	8pm
Saturday, October 21	UIL Area	Mesquite Memorial	12pm	11pm
Tuesday, October 24	Stadium Rehearsal	Williams	3pm	8pm
Thursday, October 26	Football Game	HBJ	5pm	11pm
Saturday, October 28	Contest	Panther-Hewitt Stadium, Midway High School	5am	12am
Friday, November 3	Football Game	Williams	5pm	11pm

**Attachment 6**  
**Lakeview Centennial HS Band Semi Driver Schedule**

<b>Date</b>	<b>Event</b>	<b>Location</b>	<b>Time In</b>	<b>Time Out</b>
Tuesday, September 12	Rehearsal	HBJ	2pm	7pm
Friday, September 15	Football Game	Williams	5pm	11pm
Tuesday, September 19	Rehearsal	HBJ	2pm	7pm
Thursday, September 21	Football Game	HBJ	5pm	11pm
Saturday, September 23	Contest	Melissa Stadium	1pm	12am
Tuesday, September 26	Rehearsal	HBJ	2pm	7pm
Friday, September 29	Football Game	Wylie Stadium	5pm	11pm
Saturday, September 30	Contest	Mesquite Memorial	10am	10pm
Monday, October 2	Band Fest	HBJ	4pm	10pm
Tuesday, October 3	Rehearsal	HBJ	2pm	7pm
Friday, October 6	Football Game	HBJ	5pm	11pm
Saturday, October 7	Contest	Collins Stadium	10am	12am
Tuesday, October 17	UIL Region	Mesquite Memorial	4pm	10pm
Thursday, October 19	Football Game	HBJ	5pm	11pm
Saturday, October 21	UIL Area	Mesquite Memorial	12pm	11pm
Tuesday, October 24	Rehearsal	HBJ	2pm	7pm
Friday, October 27	Football Game	HBJ	5pm	11pm
Thursday, November 2	Football Game	Williams	5pm	11pm

**Attachment 7**  
**South Garland HS Band Semi Driver Schedule**

<b>Date</b>	<b>Event</b>	<b>Location</b>	<b>Time In</b>	<b>Time Out</b>
Thursday, September 14	Football Game	HBJ	5pm	11pm
Thursday, September 21	Football Game	HBJ	5pm	11pm
Friday, September 29	Football Game	HBJ	5pm	11pm
Saturday, September 30	Contest	Mesquite Memorial	10am	10pm
Monday, October 2	Band Fest	HBJ	4pm	10pm
Friday, October 6	Football Game	Wylie Stadium	5pm	11pm
Saturday, October 7	Contest	Celina Stadium	8am	12am
Wednesday, October 87	UIL Region	Mesquite Memorial	4pm	10pm
Friday, October 20	Football Game	HBJ	5pm	11pm
Thursday, October 26	Football Game	HBJ	5pm	11pm
Saturday, October 28	Area UIL Contest	Mesquite Memorial	12pm	11pm

*Mayte R. Martinez*  
Mayte R. Martinez  
Assistant Director of Purchasing

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

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title