

### 3.2.2 Firm Profile

- Name and Address:
  - Tumbleweed Transportation
  - P.O. Box 49291
  - Los Angeles, CA 90049
  - 310-444-3232
- Name and Contact of Primary Point of Contact
  - Tumbleweed Transportation-Dispatch office
  - P.O. Box 49291
  - Los Angeles, CA 90049
  - 310-444-3232
- Tumbleweed Transportation is a Corporation
- FED ID #95-4404632
- Contact Number and Fax
  - P.O. Box 49291
  - Los Angeles, CA 90049
  - 310-444-3232; Fax 310-444-3230
- Owned 100% by one individual
- Been in business for 26 years
- Tumbleweed Transportation has provided equivalent services for 26 years.
- Tumbleweed Transportation has not had failures or refusals to complete a Contract.

### 3.2.3 Statement of Project Understanding

- Tumbleweed Transportation understands the project is to include daily transportation for students in the STAR program as dictated by the City of Hermosa Beach in a school bus that seats up to 50 kindergarten age students. As a school bus provider Tumbleweed Transportation understands that all work must be completed in school buses meeting all Local, State and Federal standards for student transportation.
- The Organizational Chart is below for Tumbleweed Transportation.

- Tumbleweed Transportation shall approach the work commitment to the City of Hermosa Beach with professionalism and organization to make sure students are picked up safely and on time.
- The Summary of Deliverables shall include monthly connection with Mr. Shattuck for the upcoming school calendar so that the bus is present on the days needed by the STAR program.
- Tumbleweed Transportation does not foresee any additional roles for the City Staff other than those already outlined in this RFP.

### 3.2.4 Project Management Plan

- On a monthly basis the City of Hermosa Beach shall deliver via e-mail or fax a schedule for the upcoming month's bus needs based on the school calendar.
- The City of Hermosa Beach may fax their monthly schedule to 310-444-3230 or they may email it to [Dispatch@tumbleweedtransportation.com](mailto:Dispatch@tumbleweedtransportation.com).
- If ever a disruption in service caused solely by the Contractor's error then the bus shall not be charged for that day. All service related issues must be relayed to Dispatch at 310-444-3232.

### 3.2.5 Experience and Qualifications

- Summary of Relevant Projects: Brentwood School daily home to school transportation including 17 total routes with a Contract value over a 3 year period of \$4,450,000; Beverly Hills Unified School District field trip and athletic trip transportation with a 3 year value of \$375,000; Torrance Unified School District field trip and athletic trip transportation with a 1 year value of \$10,000

References: Torrance USD  
Teresa Ollom  
310-972-6500

Beverly Hills USD  
Dianne Richard  
310-551-5100

Brentwood School  
310-476-9633  
Elizabeth Stocks

- Tumbleweed Transportation does not have a resume for the driver assigned to this project. However, the driver, Shirley Kennedy, has been a school bus driver for 9 years and has worked for Tumbleweed Transportation for 5 years. Ms. Kennedy possesses a valid Commercial Driver's License, a School Bus Certificate, valid DMV Medical Card and a First Aid card which are all required by the State of California.
- Assignment of Key Personnel shall be provided by Tumbleweed Transportation for the term of this Contract. Any Dispatcher at 310-444-3232 or [dispatch@tumbleweedtransportation.com](mailto:dispatch@tumbleweedtransportation.com) may assist or the President, Erin Borda, may be contacted at 310-444-3232 or [erin@tumbleweedtransportation.com](mailto:erin@tumbleweedtransportation.com).  
All vehicles in Tumbleweed Transportation's fleet are certified School Buses inspected by the California Highway Patrol.  
All vehicles have "A" inspections performed every 45 days or 3000 miles.  
Every 7,000 miles an outside vendor performs a 200 point inspection and oil and filter changes occur. This is done so that an outside set of eyes inspects our buses and adds a layer of assurance that the buses are in safe order.  
All other major repairs are performed by our shop mechanics or sent to a dealer if necessary.
- All Tumbleweed Transportation drivers are Certified School Bus Drivers holding a Commercial Class B license with a Passenger Endorsement. In addition, each driver carries a valid First Aid Card.  
Each driver will have a uniform shirt with the Tumbleweed Transportation logo. Drivers may wear a blue or black pant with closed toe shoes.  
On a monthly basis, each driver is required to attend in service training. The training pertains to many topics but they may include passenger loading, proper space distance and many other topics to promote safe driving.



## 6.3 Required Forms

### 6.3.1 Certification of Proposal

RFP #: 19-07

The undersigned hereby submits its proposal and agrees to be bound by the terms and conditions of this Request for Proposal (RFP).

1. Proposer declares and warrants that no elected or appointed official, officer or employee of the City has been or shall be compensated, directly or indirectly, in connection with this proposal or any work connected with this proposal. Should any agreement be approved in connection with this Request for Proposal, Proposer declares and warrants that no elected or appointed official, officer or employee of the City, during the term of his/her service with the City shall have any direct interest in that agreement, or obtain any present, anticipated or future material benefit arising therefrom.
2. By submitting the response to this request, Proposer agrees, if selected to furnish services to the City in accordance with this RFP.
3. Proposer has carefully reviewed its proposal and understands and agrees that the City is not responsible for any errors or omissions on the part of the Proposer and that the Proposer is responsible for them.
4. It is understood and agreed that the City reserves the right to accept or reject any or all proposals and to waive any informality or irregularity in any proposal received by the City.
5. The proposal response includes all of the commentary, figures and data required by the Request for Proposal
6. The proposal shall be valid for 90 days from the date of submittal.
7. Proposer acknowledges that the City may issue addendums related to this RFP and that the proposer has reviewed the following addendums which have been issued:

Addendum: \_\_\_\_\_

Addendum: \_\_\_\_\_

Addendum: \_\_\_\_\_

Addendum: \_\_\_\_\_

8. Proposer further acknowledges the provisions of any addendums issued have been incorporated into their proposal.

Signature of Authorized Representative:



Printed Name and Title:

Erin Borda - President

6.3.2 Non-Collusion Affidavit

RFP #: \_\_\_\_\_

The undersigned declares states and certifies that:

1. This proposal is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation.
2. This proposal is genuine and not collusive or sham.
3. I have not directly or indirectly induced or solicited any other Proposer to put in a false or sham proposal and I have not directly or indirectly colluded, conspired, connived, or agreed with any other Proposer or anyone else to put in a sham proposal or to refrain from submitting to this RFP.
4. I have not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price or to fix any overhead, profit or cost element of the proposal price or to secure any advantage against the City of Hermosa Beach or of anyone interested in the proposed contract.
5. All statements contained in the Proposal and related documents are true.
6. I have not directly or indirectly submitted the proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation, partnership, company, association, organization, RFP depository, or to any member or agent thereof, to effectuate a collusive or sham proposal.
7. I have not entered into any arrangement or agreement with any City of Hermosa Beach public officer in connection with this proposal.
8. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards.

Signature of Authorized Representative:

A handwritten signature in black ink, appearing to read "Erin Border", written over a horizontal line.

Printed Name and Title:

Erin Border President

6.3.3 Compliance with Insurance RequirementsRFP #: 19-07

The selected consultant will be expected to comply with the City's insurance requirements contained within this RFP.

The undersigned declares states and certifies that:

1. Proposer agrees, acknowledges and is fully aware of the insurance requirements as specified in the Request for Proposal.
2. If selected, proposer agrees to accept all conditions and requirements as contained therein.

Signature of Authorized Representative:

A handwritten signature in black ink, appearing to be 'Erin Border', written over a horizontal line.

Printed Name and Title:

Erin Border President

6.3.4 Acknowledgement of Professional Services AgreementRFP #: 19-07

The selected consultant will be expected to comply with and sign the City's Professional Services Agreement. Proposers should identify and/or indicate any exceptions to the Sample Professional Services Agreement included in Section 6.2. The City Attorney or their designee retains the discretion to accept or reject proposed exceptions or modifications to the City's Professional Services Agreement.

1. Proposer agrees, acknowledges and is fully aware of the conditions specified in the City's Sample Professional Services Agreement.
2. Proposer agrees to accept all conditions and requirements as contained therein with exceptions noted as follows:

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Signature of Authorized Representative:

A handwritten signature in black ink, appearing to read 'Erin Borden', written over a horizontal line.

Printed Name and Title:

Erin Borden - President