Finance Department
General Services Division

REQUEST FOR PROPOSALS (RFP)
Specification No. 27-11805-C
FOR
Transportation Services for Berkeley Echo Lake Camp, Berkeley Day Camp and other Select Recreation Programs
PROPOSALS WILL NOT BE OPENED AND READ PUBLICLY

Dear Proposer:

The City of Berkeley is soliciting written proposals from qualified firms or individuals for Transportation Services for Berkeley Echo Lake Camp, Berkeley Day Camp and other Select Recreation Programs. As a Request for Proposal (RFP) this is not an invitation to bid and although price is very important, other factors will be taken into consideration.

The project scope, content of proposal, and vendor selection process are summarized in the RFP (attached). **Proposals must be received no later than 2:00 pm, on Thursday, December 17, 2026**. Proposals are to be sent via email with the "**Specification No. 27-11805-C** and "**Transportation Services for Berkeley Echo Lake Camp, Berkeley Day Camp and other Select Recreation Programs**" clearly indicated in the subject line of the email. Please submit one (1) PDF of the technical Proposal with the filename saved as, "**Proposal: *Vendor Name* – 27-11805-C, Transportation Services for Berkeley Echo Lake Camp, Berkeley Day Camp and other Select Recreation Programs**." Corresponding pricing proposal shall be submitted as a separate document with the filename saved as, "**Pricing: *Vendor Name* – 27-11805-C,** Transportation Services for Berkeley Echo Lake Camp, Berkeley Day Camp and other Select Recreation Programs." Offers shall not exceed 50 pages in length. Pages beyond the limit will not be considered as part of review process.

Email Proposals to:
City of Berkeley
Finance Department/General Services Division
Solicitations@berkeleyca.gov

Proposals will not be accepted after the date and time stated above. Incomplete proposal or proposals that do not conform to the requirements specified herein will not be considered. Issuance of the RFP does not obligate the City to award a contract, nor is the City liable for any costs incurred by the proposer in the preparation and submittal of proposals for the subject work. The City retains the right to award all or parts of this contract to several bidders, to not select any bidders, and/or to re-solicit proposals. The act of submitting a proposal is a declaration that the proposer has read the RFP and understands all the requirements and conditions.

For questions concerning the anticipated work, or scope of the project, please **contact Justin Pitcher, Recreation Program Supervisor**, via email at **jpitcher@berkeleyca.gov** no later than **December 8, 2026 at 5pm**. Answers to questions will **not** be provided by telephone or email. Answers to all questions or any addenda will be **posted** on the City of Berkeley's site at Bid & Proposal Opportunities | City of Berkeley (berkeleyca.gov). It is the vendor's responsibility to check this site. For general questions concerning the submittal process, contact purchasing at 510-981-7320.

We look forward to receiving and reviewing your proposal.

Sincerely,

Henry Oyekanmi
Finance Director

I. BACKGROUND/SUMMARY/or INTRODUCTION

The City of Berkeley (the "City") is soliciting proposals for select Recreation Division bus transportation services to Berkeley Echo Lake Camp as well as several other one-day field trip locations. These services include intrastate movements utilizing charter buses, shuttle buses, passenger vans, or similar equipment. Most movements will originate within the City of Berkeley and occur Mondays-Saturdays during the summer months (June-August).

Services include providing buses and certified, licensed drivers for a variety of programs and passenger populations, including Pre-K Programs (Ages 2-5 with adult chaperones), Youth Camp Programs (Ages 7-16 w/Adult staff chaperones), Teen programs (Ages 12-17 w/Adult Staff chaperones), and other family and adult camper programs.

The anticipated Contract term is March 1, 2027, to December 31, 2029.

Please note: Driver(s) must have confirmation of an initial criminal background check and an ongoing criminal record review by the Department of Justice (DOJ), including fingerprinting, and meet all other State of California requirements for this type of driver classification. Drivers should have experience working with children and teens.

II. SCOPE OF SERVICES

Below is an overview of the Scope of Services (Services) that may be required under the resulting contract. The Services may be required both within the City and outside of the City. A more detailed description of the Service is provided in Exhibit A, Scope of Services.

a. The contract term is expected to commence on or about March 1, 2027, and end on December 31, 2029, for a total of three (3) years at the sole discretion of the City.

b. Bus transportation will be provided to and from locations within the City of Berkeley to a variety of locations as shown in Exhibit A, Scope of Services. Typical destinations include:

- Berkeley Echo Lake Camp, 9100 Echo Lakes Rd., Echo Lake CA 95721. Please note, this location is situated at 7,400ft elevation just north of Hwy 50, near South Lake Tahoe.
- Berkeley Tuolumne Camp, 31535 Hardin Flat Road, Groveland, CA 95321. Please note, this camp is located near Yosemite National Park.
- Berkeley Cazadero Camp, 5385 Cazadero Hwy, Cazadero, CA 95421
- Discovery Kingdom, Vallejo California
- Santa Cruz Boardwalk, Santa Cruz, CA
- Soda Springs Ski Resort, Soda Springs, CA
- Antioch Water Park, Antioch, CA
- Oakland Zoo, Oakland, CA
- Dublin Wave Water Park, Dublin, CA
- Cull Canyon Regional Park, Castro Valley, CA

c. Costs for change orders, cancellations, overtime or extra mileage, taxes, bridge tolls, or other fees must be identified and included in the proposal.

d. Trip durations

III. SUBMISSION REQUIREMENTS

All proposals shall include the following information, organized as separate sections of the proposal. The proposal should be concise and to the point.

1. Contractor Identification:

   Provide the name of the firm, the firm's principal place of business (see section VII, F. – Local Vendor Preference), the name and telephone number of the contact person and company tax identification number.

2. Client References: *(3-5 References is usual)*

   Provide a minimum *of Three (3)* client references. References should be California cities or other large public sector entities. Provide the designated person's name, title, organization, address, telephone number, and the project(s) that were completed under that client's direction.

3. Price Proposal:

   The proposal shall include pricing for all services. Pricing shall be all inclusive unless indicated otherwise. Pricing proposals shall be a separate document. The Proposal shall itemize all services, including hourly rates for all professional, technical and support personnel, and all other charges related to completion of the work shall be itemized. Evaluation of price proposals are subject to the local vendor business preference (see section VII.F.).

4. Contract Terminations:

If your organization has had a contract terminated in the last five (5) years, describe such incident. Termination for default is defined as notice to stop performance due to the vendor's non-performance or poor performance and the issue of performance was either (a) not litigated due to inaction on the part of the vendor, or (b) litigated and such litigation determined that the vendor was in default.

Submit full details of the terms for default including the other party's name, address, and phone number. Present the vendor's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the proposal on the grounds of the past experience.

If the firm has not experienced any such termination for default or early termination in the past five (5) years, so indicate.

5. (***Other submission requirements needed to evaluate proposals and determine if contractor is qualified to do project.)***

IV. SELECTION CRITERIA

The following criteria will be considered, although not exclusively, in determining which firm is hired.

1.	References	20%
2.	Qualifications (Years of Experience, Safety Record/Plan)	30%
3.	Costs*	50%

* Effective 1/1/2022. *Local Vendor Preference. For the purposes of comparing pricing as part of this competitive RFP for goods up to $100,000 or non-professional services up to $250,000, 5% shall be deducted from the bid price proposal from any local Berkeley vendor.*

A selection panel will be convened of staff to evaluate and score submittals.

V. PAYMENT

Invoices: Invoices must be fully itemized and provide sufficient information for approving payment and audit. Invoices must be accompanied by receipt for services in order for payment to be processed. **Email invoices to Accounts Payable and cc: Project Manager jpitcher@berkeleyca.gov;** (List on invoice, Attn: Justin Pitcher, Parks, Recreation & Waterfront Department) and reference the contract number.

City of Berkeley
Accounts Payable
P.O. Box 700
Berkeley, CA 94710-700
Email: **AccountsPayable@berkeleyca.gov**
Phone: 510-981-7310

Payments: The City will make payment to the vendor within 30 days of receipt of a correct, approved and complete invoice.

VI. CITY REQUIREMENTS

A. Non-Discrimination Requirements:

Ordinance No. 5876-N.S. codified in B.M.C. Chapter 13.26 states that, for contracts worth more than $3,000 bids for supplies or bids or proposals for services shall include a completed Workforce Composition Form. Businesses with fewer than five employees are exempt from submitting this form. (See B.M.C. 13.26.030)

Under B.M.C. section 13.26.060, the City may require any bidder or vendor it believes may have discriminated to submit a Non-Discrimination Program. The Contract Compliance Officer will make this determination. This applies to all contracts and all consultants (contractors). Berkeley Municipal Code section 13.26.070 requires that all contracts with the City contain a non-discrimination clause, in which the contractor agrees not to discriminate and allows the City access to records necessary to monitor compliance. This section also applies to all contracts and all consultants.
Bidders must submit the attached Non-Discrimination Disclosure Form with their proposal.

B. Nuclear Free Berkeley Disclosure Form:

Berkeley Municipal Code section 12.90.070 prohibits the City from granting contracts to companies that knowingly engage in work for nuclear weapons. This contracting prohibition may be waived if the City Council determines that no reasonable alternative exists to doing business with a company that engages in nuclear weapons work. If your company engages in work for nuclear weapons, explain on the Disclosure Form the nature of such work.
Bidders must submit the attached Nuclear Free Disclosure Form with their proposal.

C. Oppressive States:

The City of Berkeley prohibits granting of contracts to firms that knowingly provide personal services to specified Countries. This contracting prohibition may be waived if the City Council determines that no reasonable alternative exists to doing business with a company that is covered by City Council Resolution Nos. 59,853-N.S., 60,382-N.S., and 70,606-N.S. If your company or any subsidiary is covered, explain on the Disclosure Form the nature of such work.
Bidders must submit the attached Oppressive States Disclosure Form with their proposal.

D. Sanctuary City Contracting Ordinance:

Chapter 13.105 of the Berkeley Municipal Code prohibits the City from granting and or retaining contracts with any person or entity that provides Data Broker or Extreme Vetting services to the U.S. Immigration and Customs Enforcement Division of the United States Department of Homeland Security ("ICE").
Bidders must submit the attached Sanctuary City Compliance Statement with their proposal.

E. Conflict of Interest:

In the sole judgment of the City, any and all proposals are subject to disqualification on the basis of a conflict of interest. The City may not contract with a vendor if the vendor or an employee, officer or director of the proposer's firm, or any immediate family member of the preceding, has served as an elected official, employee, board or commission member of the City who influences the making of the contract or has a direct or indirect interest in the contract.

Furthermore, the City may not contract with any vendor whose income, investment, or real property interest may be affected by the contract. The City, at its sole option, may disqualify any proposal on the basis of such a conflict of interest.
Please identify any person associated with the firm that has a potential conflict of interest.

F. Berkeley Living Wage Ordinance:

Chapter 13.27 of the Berkeley Municipal Code requires that contractors offer all eligible employees with City mandated minimum compensation during the term of any contract that may be awarded by the City. If the Contractor is not currently subject to the Living Wage Ordinance, cumulative contracts with the City within a one-year period may subject Contractor to the requirements under B.M.C. Chapter 13.27. A certification of compliance with this ordinance will be required upon execution of a contract. The current Living Wage rate can be found here: Information for Vendors | City of Berkeley (berkeleyca.gov). The Living Wage rate is adjusted automatically effective June 30th of each year commensurate with the corresponding increase in the Consumer Price Index published in April of each year. If the Living Wage rate is adjusted during the term of your agreement, you must pay the new adjusted rate to all eligible employees, regardless of what the rate was when the contract was executed.

G. Berkeley Equal Benefits Ordinance:

Chapter 13.29 of the Berkeley Municipal Code requires that contractors offer domestic partners the same access to benefits that are available to spouses. A certification of compliance with this ordinance will be required upon execution of a contract.

H. Statement of Economic Interest:

The City's Conflict of Interest Code designates "consultants" as a category of persons who must complete Form 700, Statement of Economic Interest, at the beginning of the contract period and again at the termination of the contract. The selected contractor will be required to complete the Form 700 before work may begin.

VII. OTHER REQUIREMENTS

A. Insurance

The selected contractor will be required to maintain general liability insurance in the minimum amount of $2,000,000, automobile liability insurance in the minimum amount of $1,000,000 and a professional liability insurance policy in the amount of $2,000,000 to cover any claims arising out of the performance of the contract. The general liability and automobile insurance must name the City, its officers, agents, volunteers and employees as additional insured.

Insurance Waiver: *A situation in which insurance is not necessary is different from a case in which insurance may be waived. An insurance waiver is appropriate where insurance would usually be necessary but when, as a policy matter, the City is willing to take the risk of allowing an uninsured or under-insured individual or business to perform the work (usually when the risk of liability is low). An insurance waiver may be granted only by the Risk Manager in writing with the approval of the City Manager. If a potential bidder expresses an inability to meet the insurance requirement, he or she should be encouraged to contact the Project Manager & Risk Manager for assistance in obtaining insurance.)*

B. Worker's Compensation Insurance:

A selected contractor who employs any person shall maintain workers' compensation insurance in accordance with state requirements. Sole proprietors with no employees are not required to carry Worker's Compensation Insurance.

C. Business License

Virtually every contractor that does business with the City must obtain a City business license as mandated by B.M.C. Ch. 9.04. The business license requirement applies whether or not the contractor has an office within

the City limits. However, a "casual" or "isolated" business transaction (B.M.C. section 9.04.010) does not subject the contractor to the license tax. Warehousing businesses and charitable organizations are the only entities specifically exempted in the code from the license requirement (see B.M.C. sections, 9.04.295 and 9.04.300). Non-profit organizations are granted partial exemptions (see B.M.C. section 9.04.305). Persons who, by reason of physical infirmity, unavoidable misfortune, or unavoidable poverty, may be granted an exemption of one annual free license at the discretion of the Director of Finance. (See B.M.C. sections 9.04.290).

Vendor must apply for a City business license and show proof of application to Purchasing Manager within seven days of being selected as intended contractor.

The Customer Service Division of the Finance Department located at 1947 Center Street, Berkeley, CA 94704, issues business licenses. Contractors should contact this division for questions and/or information on obtaining a City business license, in person, or by calling 510-981-7200**.**

D. Recycled Paper

Any printed reports for the City required during the performance of the work shall be on 100% recycled paper, and shall be ***printed on both sides of the page*** whenever practical.

E. State Prevailing Wage:

Certain labor categories under this project may be subject to prevailing wages as identified in the State of California Labor Code commencing in Section 1770 et seq. These labor categories, when employed for any "work performed during the design and preconstruction phases of construction including, but not limited to, inspection and land surveying work," constitute a "Public Work" within the definition of Section 1720(a)(1) of the California Labor Code requiring payment of prevailing wages.

Wage information is available through the California Division of Industrial Relations web site at:
http://www.dir.ca.gov/OPRL/statistics_and_databases.html

F. Local Vendor Preference

City of Berkeley applies a local vendor preference for comparing pricing submittals in RFP responses (City Council Resolution No. 69,890-N.S.)

A **local business** is defined as "a business firm with fixed offices or distribution points located within the City of Berkeley boundaries and listed in the Permits and License Tax paid file, with a Berkeley business street address."

VIII. SCHEDULE (Dates are subject to change)

❑ Issue RFP to Potential Bidders:	11/09/2026
❑ Questions Due	12/8/2026
❑ Proposals Due from Potential Bidders	12/17/2026
❑ Complete Selection Process	1/7/2027
❑ Council Approval of Contract (over $50k)	2/10/2027
❑ Award of Contract	2/11/2027
❑ Sign and Process Contract	2/25/2027
❑ Notice to Proceed	3/1/2027

Thank you for your interest in working with the City of Berkeley for this service. We look forward to receiving your proposal.

Attachments:

- Check List of Required items for Submittal — Attachment A
- Non-Discrimination/Workforce Composition Form — Attachment B
- Nuclear Free Disclosure Form — Attachment C
- Oppressive States Form — Attachment D
- Sanctuary City Compliance Statement — Attachment E
- Living Wage Form — Attachment F
- Equal Benefits Certification of Compliance — Attachment G
- Right to Audit Form — Attachment H
- Insurance Endorsement — Attachment I

ATTACHMENT A

CHECKLIST

- ❑ Proposal describing service (one (1) PDF of proposal)
- ❑ Contractor Identification and Company Information
- ❑ Client References
- ❑ Costs proposal by task, type of service & personnel (as a separate document from the proposal)
- ❑ *Other items the contractor is being requested to supply*
- ❑ The following forms, completed and **signed in blue ink** (attached):
    - o Non-Discrimination/Workforce Composition Form — Attachment B
    - o Nuclear Free Disclosure Form — Attachment C
    - o Oppressive States Form — Attachment D
    - o Sanctuary City Compliance Statement — Attachment E
    - o Living Wage Form ***(may be optional)*** — Attachment F
    - o Equal Benefits Certification (EBO-1) ***(may be optional)*** — Attachment G

ADDITIONAL SUBMITTALS REQUIRED FROM SELECTED VENDOR AFTER COUNCIL APPROVAL TO AWARD CONTRACT.

- ❑ Provide **original-signed in blue ink** Evidence of Insurance
    - o Auto
    - o Liability
    - o Worker's Compensation
- ❑ Right to Audit Form — Attachment H
- ❑ Commercial General & Automobile Liability Endorsement Form — Attachment I
- ❑ Berkeley Business License (Current Year Certificate)

For informational purposes only, see the Sample of Personal Services Contract**.**

NON-DISCRIMINATION/WORKFORCE COMPOSITION FORM FOR NON-CONSTRUCTION CONTRACTS

To assist the City of Berkeley in implementing its Non-Discrimination policy, it is requested that you furnish information regarding your personnel as requested below and return it to the City Department handling your contract:
Organization: _____
Address: _____
Business Lic. #: _____

Occupational Category: _____ (See reverse side for explanation of terms)	Total Employees		White Employees		Black Employees		Asian Employees		Hispanic Employees		Other Employees	
	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
Official/Administrators												
Professionals												
Technicians												
Protective Service Workers												
Para-Professionals												
Office/Clerical												
Skilled Craft Workers												
Service/Maintenance												
Other (specify)												
Totals:												

Is your business MBE/WBE/DBE certified? Yes: _____ No: _____ If yes, by what agency? _____

If yes, please specify: Male: _____ Female: _____ Indicate ethnic identifications: _____

Do you have a Non-Discrimination policy? Yes: _____ No: _____

Signed: _____ Date: _____

Verified by: _____ Date: _____
City of Berkeley Contract Compliance Officer

Occupational Categories

Officials and Administrators - Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or provide specialized consultation on a regional, district or area basis. Includes: department heads, bureau chiefs, division chiefs, directors, deputy superintendents, unit supervisors and kindred workers.

Professionals - Occupations that require specialized and theoretical knowledge that is usually acquired through college training or through work experience and other training that provides comparable knowledge. Includes: personnel and labor relations workers, social workers, doctors, psychologists, registered nurses, economists, dietitians, lawyers, systems analysts, accountants, engineers, employment and vocational rehabilitation counselors, teachers or instructors, and kindred workers.

Technicians - Occupations that require a combination of basic scientific or technical knowledge and manual skill that can be obtained through specialized post-secondary school education or through equivalent on-the-job training. Includes: computer programmers and operators, technical illustrators, highway technicians, technicians (medical, dental, electronic, physical sciences) and kindred workers.

Protective Service Workers - Occupations in which workers are entrusted with public safety, security and protection from destructive forces. Includes: police officers, fire fighters, guards, sheriffs, bailiffs, correctional officers, detectives, marshals, harbor patrol officers, and kindred workers.

Para-Professionals - Occupations in which workers perform some of the duties of a professional or technician in a supportive role, which usually requires less formal training and/or experience normally required for professional or technical status. Such positions may fall within an identified pattern of a staff development and promotion under a "New Transporters" concept. Includes: library assistants, research assistants, medical aides, child support workers, police auxiliary, welfare service aides, recreation assistants, homemaker aides, home health aides, and kindred workers.

Office and Clerical - Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. Includes: bookkeepers, messengers, office machine operators, clerk-typists, stenographers, court transcribers, hearings reporters, statistical clerks, dispatchers, license distributors, payroll clerks, and kindred workers.

Skilled Craft Workers - Occupations in which workers perform jobs which require special manual skill and a thorough and comprehensive knowledge of the processes involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. Includes: mechanics and repairpersons, electricians, heavy equipment operators, stationary engineers, skilled machining occupations, carpenters, compositors and typesetters, and kindred workers.

Service/Maintenance - Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. Includes: chauffeurs, laundry and dry-cleaning operatives, truck drivers, bus drivers, garage laborers, custodial personnel, gardeners and groundskeepers, refuse collectors, and construction laborers.

CITY OF BERKELEY
Nuclear Free Zone Disclosure Form

I (we) certify that:

1. I am (we are) fully cognizant of any and all contracts held, products made or otherwise handled by this business entity, and of any such that are anticipated to be entered into, produced or handled for the duration of its contract(s) with the City of Berkeley. (To this end, more than one individual may sign this disclosure form, if a description of which type of contracts each individual is cognizant is attached.)

2. I (we) understand that Section 12.90.070 of the Nuclear Free Berkeley Act (Berkeley Municipal Code Ch. 12.90; Ordinance No. 5784-N.S.) prohibits the City of Berkeley from contracting with any person or business that knowingly engages in work for nuclear weapons.

3. I (we) understand the meaning of the following terms as set forth in Berkeley Municipal Code Section 12.90.130:

   "Work for nuclear weapons" is any work the purpose of which is the development, testing, production, maintenance or storage of nuclear weapons or the components of nuclear weapons; or any secret or classified research or evaluation of nuclear weapons; or any operation, management or administration of such work.

   "Nuclear weapon" is any device, the intended explosion of which results from the energy released by reactions involving atomic nuclei, either fission or fusion or both. This definition of nuclear weapons includes the means of transporting, guiding, propelling or triggering the weapon if and only if such means is destroyed or rendered useless in the normal propelling, triggering, or detonation of the weapon.

   "Component of a nuclear weapon" is any device, radioactive or non-radioactive, the primary intended function of which is to contribute to the operation of a nuclear weapon (or be a part of a nuclear weapon).

4. Neither this business entity nor its parent nor any of its subsidiaries engages in work for nuclear weapons or anticipates entering into such work for the duration of its contract(s) with the City of Berkeley.

Based on the foregoing, the undersigned declares under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Printed Name: _____ Title: _____

Signature: _____Date: _____

Business Entity: _____

CITY OF BERKELEY
Oppressive States Compliance Statement

The undersigned, an authorized agent of_____ (hereafter "Vendor"), has had an opportunity to review the requirements of Berkeley City Council Resolution Nos. 59,853-N.S., 60,382-N.S., and 70,606-N.S., (hereafter "Resolutions"). Vendor understands and agrees that the City may choose with whom it will maintain business relations and may refrain from contracting with those Business Entities which maintain business relationships with morally repugnant regimes. Vendor understands the meaning of the following terms used in the Resolution:

"Business Entity" means "any individual, firm, partnership, corporation, association or any other commercial organization, including parent-entities and wholly-owned subsidiaries" (to the extent that their operations are related to the purpose of the contract with the City).

"Oppressive State" means: **Tibet Autonomous Region and the Provinces of Ado, Kham and U-Tsang; and Burma (Myanmar)**

“Personal Services” means “the performance of any work or labor and shall also include acting as an independent contractor or providing any consulting advice or assistance, or otherwise acting as an agent pursuant to a contractual relationship.”

Contractor understands that it is not eligible to receive or retain a City contract if at the time the contract is executed, or at any time during the term of the contract it provides Personal Services to:

a. The governing regime in any Oppressive State.
b. Any business or corporation organized under the authority of the governing regime of any Oppressive State.
c. Any person for the express purpose of assisting in business operations or trading with any public or private entity located in any Oppressive State.

Vendor further understands and agrees that Vendor's failure to comply with the Resolution shall constitute a default of the contract and the City Manager may terminate the contract and bar Vendor from bidding on future contracts with the City for five (5) years from the effective date of the contract termination.

The undersigned is familiar with, or has made a reasonable effort to become familiar with, Vendor's business structure and the geographic extent of its operations. By executing the Statement, Vendor certifies that it complies with the requirements of the Resolution and that if any time during the term of the contract it ceases to comply, Vendor will promptly notify the City Manager in writing.

Based on the foregoing, the undersigned declares under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Printed Name: _____ Title: _____

Signature: _____ Date: _____

Business Entity: _____

Contract Description/Specification No: Transportation Services for Berkeley Echo Lake Camp,
Berkeley Day Camp and other Select Recreation Programs /**27-1108-C**
I am unable to execute this Statement; however, Vendor is exempt under Section VII of the Resolution. I have attached a separate statement explaining the reason(s) Vendor cannot comply and the basis for any requested exemption.

Signature: _____ Date: _____

Attachment D

CITY OF BERKELEY
Sanctuary City Compliance Statement

The undersigned, an authorized agent of _____ (hereafter "Contractor"), has had an opportunity to review the requirements of Berkeley Code Chapter 13.105 (hereafter "Sanctuary City Contracting Ordinance" or "SCCO"). Contractor understands and agrees that the City may choose with whom it will maintain business relations and may refrain from contracting with any person or entity that provides Data Broker or Extreme Vetting services to the U.S. Immigration and Customs Enforcement Division of the United States Department of Homeland Security ("ICE"). Contractor understands the meaning of the following terms used in the SCCO:

a. "Data Broker" means either of the following:

i. The collection of information, including personal information about consumers, from a wide variety of sources for the purposes of reselling such information to their customers, which include both private-sector business and government agencies;

ii. The aggregation of data that was collected for another purpose from that for which it is ultimately used.

b. "Extreme Vetting" means data mining, threat modeling, predictive risk analysis, or other similar services." Extreme Vetting does not include:

i. The City's computer-network health and performance tools;
ii. Cybersecurity capabilities, technologies and systems used by the City of Berkeley Department of Information Technology to predict, monitor for, prevent, and protect technology infrastructure and systems owned and operated by the City of Berkeley from potential cybersecurity events and cyber-forensic based investigations and prosecutions of illegal computer-based activity.

Contractor understands that it is not eligible to receive or retain a City contract if at the time the Contract is executed, or at any time during the term of the Contract, it provides Data Broker or Extreme Vetting services to ICE.

Contractor further understands and agrees that Contractor's failure to comply with the SCCO shall constitute a material default of the Contract and the City Manager may terminate the Contract and bar Contractor from bidding on future contracts with the City for five (5) years from the effective date of the contract termination.

By executing this Statement, Contractor certifies that it complies with the requirements of the SCCO and that if any time during the term of the Contract it ceases to comply, Contractor will promptly notify the City Manager in writing. Any person or entity who knowingly or willingly supplies false information in violation of the SCCO shall be guilty of a misdemeanor and up to a $1,000 fine.

Based on the foregoing, the undersigned declares under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed this _____ day of _____, 20__, at _____, California.

Printed Name: _____ Title: _____

Signed: _____ Date: _____

Business Entity: _____

CITY OF BERKELEY
Living Wage Certification for Providers of Services

TO BE COMPLETED BY ALL PERSONS OR ENTITIES ENGAGING IN A CONTRACT FOR PERSONAL SERVICES WITH THE CITY OF BERKELEY.

The Berkeley Municipal Code Chapter 13.27, Berkeley's Living Wage Ordinance (LWO), provides that contractors who engage in a specified amount of business with the City (except where specifically exempted) under contracts which furnish services to or for the City in any twelve (12) month period of time shall comply with all provisions of this Ordinance. The LWO requires a City contractor to provide City mandated minimum compensation to all eligible employees, as defined in the Ordinance. In order to determine whether this contract is subject to the terms of the LWO, please respond to the questions below. Please note that the LWO applies to those contracts where the contractor has achieved a cumulative dollar contracting amount with the City. Therefore, even if the LWO is inapplicable to this contract, subsequent contracts may be subject to compliance with the LWO. Furthermore, the contract may become subject to the LWO if the status of the Contractor's employees' changes (i.e. additional employees are hired) so that Contractor falls within the scope of the Ordinance.
Section I.

1. IF YOU ARE A FOR-PROFIT BUSINESS, PLEASE ANSWER THE FOLLOWING QUESTIONS

a. During the previous twelve (12) months, have you entered into contracts, **including the present contract**, bid, or proposal, with the City of Berkeley for a **cumulative amount of $25,000.00 or more**?
YES ____ **NO ____**

If **no**, this contract is NOT subject to the requirements of the LWO, and you may continue to Section II. If **yes**, please continue to question **1(b)**.

b. Do you have six (6) or more employees, including part-time and stipend workers?
YES ____ **NO ____**

If you have answered, "YES" to questions 1(a) and 1(b) this contract IS subject to the LWO. If you responded "NO" to 1(b) this contract IS NOT subject to the LWO. **Please continue to Section II.**

2. IF YOU ARE A NON-PROFIT BUSINESS, AS DEFINED BY SECTION 501(C) OF THE INTERNAL REVENUE CODE OF 1954, PLEASE ANSWER THE FOLLOWING QUESTIONS.

a. During the previous twelve (12) months, have you entered into contracts, including the present contract, bid or proposal, with the City of Berkeley for a cumulative amount of $100,000.00 or more?
YES ____ **NO ____**

If no, this Contract is NOT subject to the requirements of the LWO, and you may continue to Section II. If yes, please continue to question 2(b).

b. Do you have six (6) or more employees, including part-time and stipend workers?
YES ____ **NO ____**

If you have answered, "YES" to questions 2(a) and 2(b) this contract IS subject to the LWO. If you responded "NO" to 2(b) this contract IS NOT subject to the LWO. **Please continue to Section II.**

Section II

Please read, complete, and sign the following:

THIS CONTRACT **IS** SUBJECT TO THE LIVING WAGE ORDINANCE**.** ☐

THIS CONTRACT **IS NOT** SUBJECT TO THE LIVING WAGE ORDINANCE**.** ☐

The undersigned, on behalf of himself or herself individually and on behalf of his or her business or organization, hereby certifies that he or she is fully aware of Berkeley's Living Wage Ordinance, and the applicability of the Living Wage Ordinance, and the applicability of the subject contract, as determined herein. The undersigned further agrees to be bound by all of the terms of the Living Wage Ordinance, as mandated in the Berkeley Municipal Code, Chapter 13.27. If, at any time during the term of the contract, the answers to the questions posed herein change so that Contractor would be subject to the LWO, Contractor will promptly notify the City Manager in writing. Contractor further understands and agrees that the failure to comply with the LWO, this certification, or the terms of the Contract as it applies to the LWO, shall constitute a default of the Contract and the City Manager may terminate the contract and bar Contractor from future contracts with the City for five (5) years from the effective date of the Contract termination. If the contractor is a for-profit business and the LWO is applicable to this contract, the contractor must pay a living wage to all employees who spend 25% or more or their compensated time engaged in work directly related to the contract with the City. If the contractor is a non-profit business and the LWO is applicable to this contract, the contractor must pay a living wage to all employees who spend 50% or more or their compensated time engaged in work directly related to the contract with the City.

These statements are made under penalty of perjury under the laws of the state of California.

Printed Name: _____ Title: _____

Signature: _____ Date: _____

Business Entity: _____

Section III

- **** * FOR ADMINISTRATIVE USE ONLY -- PLEASE PRINT CLEARLY * * ****

I have reviewed this Living Wage Certification form, in addition to verifying Contractor's total dollar amount contract commitments with the City in the past twelve (12) months, and determined that this Contract IS / IS NOT (circle one) subject to Berkeley's Living Wage Ordinance.

_____ _____
Department Name Department Representative

To be completed by Contractor/Vendor

Form EBO-1
CITY OF BERKELEY
CERTIFICATION OF COMPLIANCE WITH EQUAL BENEFITS ORDINANCE

If you are a ***contractor***, return this form to the originating department/project manager. If you are a ***vendor*** (supplier of goods), return this form to the Purchasing Division of the Finance Dept.

SECTION 1. CONTRACTOR/VENDOR INFORMATION

Name:			Vendor No.:
Address:	City:	State:	ZIP:
Contact Person:		Telephone:	
E-mail Address:		Fax No.:	

SECTION 2. COMPLIANCE QUESTIONS

A. The EBO is inapplicable to this contract because the contractor/vendor has no employees.
☐ Yes ☐ No *(If "Yes," proceed to Section 5; if "No", continue to the next question.)*

B. Does your company provide (or make available at the employees' expense) any employee benefits?
☐ Yes ☐ No
If "Yes," continue to Question C.
If "No," proceed to Section 5. (The EBO is not applicable to you.)

C. Does your company provide (or make available at the employees' expense) any benefits to the spouse of an employee? ..... ☐ Yes ☐ No

D. Does your company provide (or make available at the employees' expense) any benefits to the domestic partner of an employee? ..... ☐ Yes ☐ No

If you answered "No" to both **Questions C and D, proceed to Section 5. (The EBO is not applicable to this contract.)** If you answered "Yes" to both **Questions C and D, please continue to Question E.**
If you answered "Yes" **to Question C and** "No" **to Question D, please continue to Section 3.**

E. Are the benefits that are available to the spouse of an employee identical to the benefits that are available to the domestic partner of the employee? ..... ☐ Yes ☐ No

If you answered "Yes," proceed to Section 4. (You are in compliance with the EBO.)
If you answered "No," continue to Section 3.

SECTION 3. PROVISIONAL COMPLIANCE

A. Contractor/vendor is not in compliance with the EBO now but will comply by the following date:

☐ By the first effective date after the first open enrollment process following the contract start date, not to exceed two years, if the Contractor submits evidence of taking reasonable measures to comply with the EBO; or

☐ At such time that administrative steps can be taken to incorporate nondiscrimination in benefits in the Contractor's infrastructure, not to exceed three months; or

☐ Upon expiration of the contractor's current collective bargaining agreement(s).

B. If you have taken all reasonable measures to comply with the EBO but are unable to do so, do you agree to provide employees with a cash equivalent? * ..... ☐ Yes ☐ No

* The cash equivalent is the amount of money your company pays for spousal benefits that are unavailable for domestic partners.

SECTION 4. REQUIRED DOCUMENTATION

At time of issuance of purchase order or contract award, you may be required by the City to provide documentation (copy of employee handbook, eligibility statement from your plans, insurance provider statements, etc.) to verify that you do not discriminate in the provision of benefits.

SECTION 5. CERTIFICATION

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that I am authorized to bind this entity contractually. By signing this certification, I further agree to comply with all additional obligations of the Equal Benefits Ordinance that are set forth in the Berkeley Municipal Code and in the terms of the contract or purchase order with the City.

Executed this _____day of _____, in the year _____, at _____, _____
(City) (State)

_____ _____
Name (please print) Signature

_____ _____
Title Federal ID or Social Security Number

FOR CITY OF BERKELEY USE ONLY

☐ Non-Compliant (The City may not do business with this contractor/vendor)

☐ One-Person Contractor/Vendor ☐ Full Compliance ☐ Reasonable Measures

☐ Provisional Compliance Category, Full Compliance by Date: _____

Staff Name (*Sign and Print*): _____Date: _____ _____

CITY OF BERKELEY
Right to Audit Form

The contractor agrees that pursuant to Section 61 of the Berkeley City Charter, the City Auditor's office may conduct an audit of Contractor's financial, performance and compliance records maintained in connection with the operations and services performed under this contract.

In the event of such audit, Contractor agrees to provide the Auditor with reasonable access to Contractor's employees and make all such financial, performance and compliance records available to the Auditor's office. City agrees to provide Contractor an opportunity to discuss and respond to/any findings before a final audit report is filed.

Signed: _____ Date: _____

Print Name & Title: _____

Company: _____

Please direct questions regarding this form to the Auditor's Office, at (510) 981-6750.

CITY OF BERKELEY
Commercial General and Automobile Liability Endorsement

The attached Certificates of Insurance are hereby certified to be a part of the following policies having the following expiration dates:

Policy No.	**Company Providing Policy**	**Expir. Date**
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The scope of the insurance afforded by the policies designated in the attached certificates is not less than that which is afforded by the Insurance Service Organization's or other "Standard Provisions" forms in use by the insurance company in the territory in which coverage is afforded.

Such Policies provide for or are hereby amended to provide for the following:

1. The named insured is _____.

2. CITY OF BERKELEY ("City") is hereby included as an additional insured with respect to liability arising out of the hazards or operations under or in connection with the following agreement: _____.

   The insurance provided applies as though separate policies are in effect for both the named insured and City, but does not increase the limits of liability set forth in said policies.

3. The limits of liability under the policies are not less than those shown on the certificate to which this endorsement is attached.

4. Cancellation or material reduction of this coverage will not be effective until thirty (30) days following written notice to _____, Department of _____, Berkeley, CA.

5. This insurance is primary and insurer is not entitled to any contribution from insurance in effect for City.

   The term "City" includes successors and assigns of City and the officers, employees, agents and volunteers.

_____
Insurance Company

Date: _____ By: _____
Signature of Underwriter's
Authorized Representative

EXHIBIT A

SCOPE OF SERVICE

General Description of Services:

Contractor shall provide intrastate bus transportation movements for the City of Berkeley Recreation Division. The City requires one-way drop and round trip transportation services for Echo Lake Camp programs as well as several select Recreation Division programs, including Teen Programs, Pre-K Programs, Special Events, and Field Trips.

The contract term shall be effective from March 1, 2027 – December 30, 2029, for a total of three (3) years. Bus transportation will be provided to and from locations within the City of Berkeley to a variety of locations. Typical destinations include:

- Berkeley Echo Lake Camp, 9100 Echo Lakes Rd., Echo Lake CA 95721. Please note, this location is situated at 7,400ft elevation just north of Hwy 50, near South Lake Tahoe.
- Berkeley Tuolumne Camp, 31535 Hardin Flat Road, Groveland, CA 95321. Please note, this camp is located near Yosemite National Park.
- Discovery Kingdom, Vallejo, CA
- Santa Cruz Boardwalk, Santa Cruz, CA
- Soda Springs Ski Resort, Soda Springs, CA
- Antioch Water Park, Antioch, CA

Costs for change orders, cancellations, overtime or extra mileage must be included in the proposal.

Emergency Action Plan: The Contractor must provide the City with a copy of vendor's Emergency Action Plan in the case of accident, injury, equipment failure, or other circumstances significantly impacting the provision of bus transportation services. This shall include the following:

1. Alternative transportation services in the case of equipment failure or mechanical repair in the Greater San Francisco Bay Area, Sacramento Area and Central Valley, and Hwy 50 Corridor/South Lake Tahoe Area.
2. Emergency Action Plan in the event of:
   a. Passenger accident, medical incident, or injury.
   b. Vehicle Accident
   c. On or Off Highway Vehicle Transfer
   d. Total Equipment Failure

Equipment:
Charter Bus (35 to 58 passenger) vehicles shall be no more than 5-years old (based on model year), and shall be equipped with functioning air conditioning, heating, bathroom, Public Address (PA) System, radio, and DVD Player.

Shuttle Buses and Vans (Up to 22 passengers) shall be no more than 5-years old (based on model year), and shall be equipped with functioning air conditioning, heating, and radio.

Contractor shall annually provide a copy of the CHP 343-D certifying that the carrier is in compliance with the California Highway Patrol.

Drivers:

Contractor must meet all State of California driver certification and licensure requirements required for the requested transportation movement and operation of Youth Bus, School Bus, or School Pupil Activity Bus as required. Contractor's Drivers shall dress professionally and wear a company uniform. Drivers shall communicate with City Staff and bus passengers in a courteous and professional manner. Drivers transporting students picked up or dropped off at a School facility shall possess a School Pupil Activity Bus (SPAB) Certificate or other certifications as required by law.

Movements:

Transportation movements may be one-way drops or round-trip, and most movements will originate from addresses within the City of Berkeley. A movement schedule shall be sent to the Contractor no later than May 1st of each year, except in the case of emergency service requests. The City reserves the right to add additional movements, alter the number and size of the equipment requested based on the total number of program registrants participating in the selected movement, or cancel movements up to one (1) week prior to the scheduled movement with no cancellation or other fee charged.

The City reserves the right to request additional movements as new programs are developed and/or program needs change during the contracted term. The City may request additional movements utilizing the contracted rates, requesting vehicles from the contractor's Fleet dependent upon vehicle availability and based upon number of passengers and program needs.

The schedule below is intended to represent anticipated movement needs and will vary annually.

Sample Movement Schedule – Anticipated Movements Summer 2027

Date	Pick-Up Address #1	Destination Address #2	Destination Address #3	Destination Address #4	ONE WAY or ROUND TRIP	Max # Passengers	Equipment / Vehicle(s)
6/14/2027	2800 Park St., Berkeley CA 94704	9100 Echo Lakes Rd., Echo Lake CA, 95721	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
6/19/2027	9100 Echo Lakes Rd., Echo Lake CA, 95721	2800 Park St., Berkeley CA 94704	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
6/21/2027	2800 Park St., Berkeley CA 94704	9100 Echo Lakes Rd., Echo Lake CA, 95721	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
6/26/2027	9100 Echo Lakes Rd., Echo Lake CA, 95721	2800 Park St., Berkeley CA 94704	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
6/28/2027	2800 Park St., Berkeley CA 94704	9100 Echo Lakes Rd., Echo Lake CA, 95721	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
7/3/2027	9100 Echo Lakes Rd., Echo Lake CA, 95721	2800 Park St., Berkeley CA 94704	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
7/5/2027	2800 Park St., Berkeley CA 94704	9100 Echo Lakes Rd., Echo Lake CA, 95721	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
7/10/2027	9100 Echo Lakes Rd., Echo Lake CA, 95721	2800 Park St., Berkeley CA 94704	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
7/12/2027	2800 Park St., Berkeley CA 94704	9100 Echo Lakes Rd., Echo Lake CA, 95721	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
7/17/2027	9100 Echo Lakes Rd., Echo Lake CA, 95721	2800 Park St., Berkeley CA 94704	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
7/19/2027	2800 Park St., Berkeley CA 94704	9100 Echo Lakes Rd., Echo Lake CA, 95721	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
7/24/2027	9100 Echo Lakes Rd., Echo Lake CA, 95721	2800 Park St., Berkeley CA 94704	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
7/26/2027	2800 Park St., Berkeley CA 94704	9100 Echo Lakes Rd., Echo Lake CA, 95721	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
7/31/2023	9100 Echo Lakes Rd., Echo Lake CA, 95721	2800 Park St., Berkeley CA 94704	2800 Park St., Berkeley CA 94704		R/T	112	Two (2) 56-passenger ea.
7/31/2023	9100 Echo Lakes Rd., Echo Lake CA, 95721	2800 Park St., Berkeley CA 94704			ONE WAY	56	One (1) 56-passenger

8/2/2027	2800 Park St., Berkeley CA 94704	9100 Echo Lakes Rd., Echo Lake CA, 95721	1730 Oregon St., Berkeley, CA 94704	NA	R/T	112	Two (2) 56-passenger ea.
8/2/2027	2800 Park St., Berkeley CA 94704	9100 Echo Lakes Rd., Echo Lake CA, 95721	NA		ONE WAY	56	One (1) 56-passenger
8/7/2027	9100 Echo Lakes Rd., Echo Lake CA, 95721	2800 Park St., Berkeley CA 94704	NA	NA	ONE WAY	168	Three (3) 56-passenger ea.
8/9/2023	2800 Park St., Berkeley CA 94704	9100 Echo Lakes Rd., Echo Lake CA, 95721	NA	NA	ONE WAY	112	Two (2) 56-passenger ea.
8/14/2023	9100 Echo Lakes Rd., Echo Lake CA, 95721	2800 Park St., Berkeley CA 94704	NA	NA	ONE WAY	112	Two (2) 56-passenger ea.
TBD	1720 Eighth Street Berkeley, CA 94710	1001 Fairgrounds Dr., Vallejo, CA 94589	1720 Eighth Street Berkeley, CA 94710	NA	R/T	112	Two (2) 56 passenger ea.
TBD	1720 Eighth Street Berkeley, CA 94710	4701 Lone Tree Way Antioch, CA 94531	1720 Eighth Street Berkeley, CA 94710	NA	R/T	112	Two (2) 56 passenger ea.
TBD	2800 Park St., Berkeley CA 94704	1001 Fairgrounds Dr., Vallejo, CA 94589	2800 Park St., Berkeley CA 94704	NA	R/T	112	Two (2) 56 passenger ea.
TBD	2800 Park St., Berkeley CA 94704	4701 Lone Tree Way Antioch, CA 94531	2800 Park St., Berkeley CA 94704	NA	R/T	112	Two (2) 56 passenger ea.
TBD	1301 Shattuck Ave., Berkeley, CA 94704	1001 Fairgrounds Dr., Vallejo, CA 94589	1301 Shattuck Ave., Berkeley, CA 94704	NA	R/T	112	Two (2) 56 passenger ea.
TBD	1301 Shattuck Ave., Berkeley, CA 94704	4701 Lone Tree Way Antioch, CA 94531	1301 Shattuck Ave., Berkeley, CA 94704	NA	R/T	112	Two (2) 56 passenger ea.
TBD	160 University Ave, Berkeley, CA 94710	501 Stanyan St, San Francisco, CA 94121	160 University Ave, Berkeley, CA 94710	NA	R/T	168	Three (3) 56-passenger ea.
TBD	160 University Ave, Berkeley, CA 94710	21 Main Street Tiburon, CA 94920	160 University Ave, Berkeley, CA 94710	NA	R/T	168	Three (3) 56-passenger ea.
TBD	1730 Oregon St., Berkeley, CA 94704	400 Beach St, Santa Cruz, CA 95060	1730 Oregon St., Berkeley, CA 94704	NA	R/T	56	One (1) 56 passenger ea.
TBD	1730 Oregon St., Berkeley, CA 94704	10244 Soda Springs Rd, Soda Springs, CA 95728	1730 Oregon St., Berkeley, CA 94704	NA	R/T	56	One (1) 56 passenger ea.
TBD	1730 Oregon St., Berkeley, CA 94704	1001 Fairgrounds Dr., Vallejo, CA 94589	1730 Oregon St., Berkeley, CA 94704	NA	R/T	56	One (1) 56 passenger ea.

TBD	160 University Ave, Berkeley, CA 94710	188825 Cull Canyon Rd Castro Valley CA, 94552	160 University Ave, Berkeley, CA 94710	NA	R/T	168	Three (3) 56-passenger ea.
TBD	1301 Shattuck Ave., Berkeley, CA 94704	977 Golf Links Rd Oakland CA 94605	1301 Shattuck Ave., Berkeley, CA 94704	NA	R/T	112	Two (2) 56 passenger ea.
TBD	1301 Shattuck Ave., Berkeley, CA 94704	4201 Central Pkwy Dublin CA 94568	1301 Shattuck Ave., Berkeley, CA 94704	NA	R/T	112	Two (2) 56 passenger ea.
TBD	2800 Park St., Berkeley CA 94704	977 Golf Links Rd Oakland CA 94605	2800 Park St., Berkeley CA 94704	NA	R/T	112	Two (2) 56 passenger ea.
TBD	2800 Park St., Berkeley CA 94704	4201 Central Pkwy Dublin CA 94568	2800 Park St., Berkeley CA 94704	NA	R/T	112	Two (2) 56 passenger ea.
TBD	1720 Eighth Street Berkeley, CA 94710	977 Golf Links Rd Oakland CA 94605	1720 Eighth Street Berkeley, CA 94710	NA	R/T	112	Two (2) 56 passenger ea.
TBD	1720 Eighth Street Berkeley, CA 94710	4201 Central Pkwy Dublin CA 94568	1720 Eighth Street Berkeley, CA 94710	NA	R/T	112	Two (2) 56 passenger ea.
TBD	1720 Eighth Street Berkeley, CA 94710	188825 Cull Canyon Rd Castro Valley CA, 94552	1720 Eighth Street Berkeley, CA 94710	NA	R/T	112	Two (2) 56 passenger ea.
TBD	2800 Park St., Berkeley CA 94704	188825 Cull Canyon Rd Castro Valley CA, 94552	2800 Park St., Berkeley CA 94704	NA	R/T	112	Two (2) 56 passenger ea.
TBD	2800 Park St., Berkeley CA 94704	188825 Cull Canyon Rd Castro Valley CA, 94552	2800 Park St., Berkeley CA 94704	NA	R/T	112	Two (2) 56 passenger ea.

Exhibit B

Pricing Sheet-Scheduled Movements

Pricing indicated on this sheet shall be all-inclusive, including environmental fees, taxes, fuel surcharges, bridge tolls, and/or other fees. Pricing shall be valid for the term of the agreement unless otherwise indicated.

Unless otherwise indicated, pricing on the sheet below reflects passenger pickup within the City of Berkeley limits. See the sample movement schedule for representative passenger pickup addresses.

Unless otherwise indicated, vendor provided pricing shall include equipment with the following specifications:

- All equipment shall be a recent model, well-maintained, and be fully-functioning.
- Charter Bus (35 to 58 passenger) vehicles shall be equipped with functioning air conditioning, heating, bathroom, Public Address (PA) System, radio, and DVD Player.
- Shuttle Buses and Vans (Up to 22 passengers) shall be equipped with functioning air conditioning, heating, and radio.

Equipment/Vehicle	Echo Lake Camp		Tuolumne Camp		Cazadero Camp		Santa Cruze Beach Boardwalk	Soda Springs Ski Resort	Six Flags Discovery Kingdom	Cull Canyon Regional Park
	One Way	**Round Trip**	**One Way**	**Round Trip**	**One Way**	**Round Trip**				
56+ Passenger										
47+ Passenger										
22+ Passenger										
15+ Passenger										
ADA Accessible Vehicle (Specify):										
ADA Accessible Vehicle (Specify):										
Other: _____										

Equipment/Vehicle	Antioch Water Park	Dublin Wave Water Park	Oakland Zoo	Golden Gate Park	Tiburon	Sierra at Taho Ski Resort	Great America
56+ Passenger							
47+ Passenger							
22+ Passenger							
15+ Passenger							
ADA Accessible Vehicle (Specify):							
ADA Accessible Vehicle (Specify):							
Other: _____							

PRICING SHEET – Additional Movements, other services and fees.

The City of Berkeley may request additional movements to additional locations. Please provide standard fees to be utilized if the City requests additional movements. Please attach a standard pricing sheet if applicable:

VEHICLE TYPE AND SIZE	FLAT HOURLY RATE	MINIMUM HRS REQUIRED FOR HOURLY RATE	FLAT RATE FOR ALL DAY	MILEAGE RATE	ONE-WAY DROP FEE
15-Passenger					
22-Passenger					
47 Passenger					
54-57 Passenger					
Other Vehicle: _____					
Other Vehicle: _____					
Other Vehicle: _____					

Driver Overtime Fee	
Emergency Dispatch	**Vendor can provide emergency passenger pick-up service scheduled with less than 8-hrs. notice in the event of natural disaster or emergency requiring Camper transportation (e.g. wildfire):** **YES: _____ NO: _____**
Emergency Dispatch Fee:	**$_____**
Fuel Surcharges per Mile:	**$_____ OR Not Applicable (Circle)**

Bridge Toll Fee:	**$_____**	**OR**	**OTHER (Attach)**	**OR**	**Not Applicable (Circle)**
Parking Fee:	**$_____**	**OR**	**OTHER (Attach)**	**OR**	**Not Applicable (Circle)**
Vehicle Entry Fee:	**$_____**	**OR**	**OTHER (Attach)**	**OR**	**Not Applicable (Circle)**
Change Fee*:	**$_____**	**OR**			**Not Applicable (Circle)**
Cancellation Fee:**	**$_____**	**OR**			**Not Applicable (Circle)**
Environmental Fee(s):	**$_____**	**OR**			**Not Applicable (Circle)**

***Change Fee: The City of Berkeley reserves the right to change movement details, including specified equipment, number of vehicles, and number of passengers up to one week prior to the event.**

****Cancellation Fee: The City of Berkeley reserves the right to cancel movements up to one (1) week prior to the event with no cancellation or other fee charged.**

If Contractor utilizes change and cancellation policies, please attach notification timeframes and associated fees to this document for review.