

# SASK RIVERS SCHOOL DIVISION REQUEST FOR PROPOSALS

## Driver Education Services

The Saskatchewan Rivers School Division requests proposals from licensed firms for the supply of Driver Education Instruction and in car driver training in accordance with the Saskatchewan Driver Education Program requirements. Separate proposals are to be submitted for each of the two the contract areas specified:

1. Parkland and area - Includes the schools in the communities of Shellbrook, Canwood, Debden and Big River
2. Saskatchewan Rivers - Includes Wesmor Community High School, P.A.C.I., Wonska and Carlton Comprehensive High School in the City of Prince Albert and the schools located in Meath Park, Birch Hills, Kinistino and St. Louis.

Interested parties should submit their RFP's in compliance with all of the following criteria:

- List of vehicles to be used (Make, model, year)
- List of drivers with proof of certification and drivers license
- Proof of insurance coverage (Minimum \$2 Million)
- Copy of Driver Training Bond (\$5,000)
- List of references (minimum of three)
- List of school divisions that the contractor has or is currently working for

(NOTE: The school division requires all instructors that work with children to provide a clear criminal record with vulnerable sector check and a driver's transcript prior to working in the division)

All proposals shall include a resume of the company or owner together with the information requested above and include the price per student for each year of the proposed contract. Any escalation clauses shall clearly be outlined as part of the proposal.

The criteria, in order of importance, that will be used to evaluate the proposals is as follows:

1. Experience of the firm and personnel in providing a Driver Education Program in a high school setting.
2. References as provided from previous and current school divisions.
3. Sufficient qualified staff and equipment to meet program requirements.
4. Price per student.

Submit proposals to the undersigned by 12:00 Noon on Friday, May 28, 2010. The Board reserves the right to reject any or all proposals.

D. A. Moniuk  
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