



**SCOPE OF SERVICE**

**EXTRACURRICULAR ACTIVITIES  
TRANSPORTATION**

**For**

**LEAD PUBLIC SCHOOLS**

**EXHIBIT: B**

## **INTRODUCTION**

LEAD Public Schools is seeking proposals from qualified transportation service providers to provide safe, reliable, and cost-effective transportation for students and staff to special events, athletic events, and other approved activities within the Nashville Metropolitan area. The selected vendor must comply with Tennessee state regulations for student transportation and provide vehicles and drivers appropriate for groups ranging from small to moderate sizes up to 25 students.

### **Scope of Service**

The selected vendor will provide:

#### **Transportation Services**

- Safe, reliable transportation for students and staff to and from special events, sporting events, and other approved activities.
- Vehicles must include:
  - ☐ Multi-Function School Activity Buses (MFSABs) for groups up to 25 students (excluding the driver).
  - ☐ A fleet of various-sized vehicles capable of transporting smaller to moderate-sized groups of students.
- All drivers must be professional, trained, and compliant with state regulations.

#### **Service Area**

- Within the Nashville Metropolitan area.

#### **Capacity**

- The service provider must have the capacity to provide multiple vehicles in various categories (Various sized & MFSABs) upon request.

#### **Availability & Scheduling**

- Transportation will be required on an as-needed basis throughout the school year.
- The service provider must be able to accommodate weekday evenings and weekends.
- Scheduling requests will generally be made at least 72 hours in advance when possible.

#### **Driver Requirements**

- All drivers must hold a valid Tennessee driver's license with appropriate endorsements.
- All drivers must undergo background checks and drug screenings.
- Drivers must maintain professional conduct and always ensure student safety.

#### **Safety & Compliance**

- Vehicles must be well-maintained and meet all state and federal safety standards.
- The service provider must provide proof of insurance coverage, including automobile liability and general liability.

#### **Invoicing & Payment**

- The service provider must provide clear invoices detailing trip dates, locations, duration, Pick-up and drop off locations, requestor, and number of vehicles used.
- Payment terms - (Net 30).