



Rochester Math and Science Academy

Request for Proposals (RFP) Student Transportation Services

1. Notice of Request for Proposals

Rochester Math and Science Academy (RMSA), a Minnesota public charter school located in Rochester, Minnesota, is seeking proposals from qualified student transportation providers to deliver safe, reliable, and cost-effective transportation services for general education students.

The purpose of this RFP is to contract with a transportation provider capable of operating school bus routes and related services in compliance with Minnesota statutes governing pupil transportation and all Minnesota Department of Education (MDE) regulations.

The school anticipates entering into a transportation services contract beginning with the 2026–2027 school year.

RFP Timeline

Event	Date
RFP Released	March 17, 2026
Questions Due	March 24, 2026
Responses to Questions Issued	March 27, 2026
Proposal Submission Deadline	April 7, 2026
Proposal Evaluation	April 8–10, 2026
Vendor Selection	April 11, 2026
Contract Negotiation	April 11–15, 2026

2. School Overview

Rochester Math and Science Academy is a public charter school located in Rochester, Minnesota serving students in grades K-12

The school's mission is to provide rigorous education while ensuring students have access to safe and reliable transportation that allows equitable access to education.

Transportation services requested under this RFP are intended to support general education student transportation to and from school within the Rochester service area.

3. Legal and Regulatory Compliance

The transportation provider must comply with all applicable federal, state, and local laws governing pupil transportation, including but not limited to:

Minnesota Statutes

- **Minnesota Statute 123B.88** – Transportation of pupils
- **Minnesota Statute 124E.15** – Charter school transportation responsibilities
- **Minnesota Statute 123B.90–123B.92** – School bus safety and operational standards

Under Minnesota law:

- Charter schools must comply with pupil transportation requirements similar to school districts. ([MN Revisor's Office](#))
- Transportation services may be contracted to authorized carriers by the school board. ([MN Revisor's Office](#))
- Charter schools must determine annually whether they will provide their own transportation or use district transportation services.

The contractor must also comply with:

- Minnesota Department of Public Safety school bus safety rules
- Minnesota driver certification requirements
- Federal motor carrier safety standards where applicable

4. Scope of Services

The selected vendor will provide transportation services including but not limited to:

Daily Transportation

- Morning pickup routes transporting students from designated stops to RMSA.
- Afternoon routes transporting students from RMSA to designated stops.

Services May Include

- Route planning and optimization
- Student pick-up and drop-off operations
- School bus driver staffing
- Vehicle maintenance
- Compliance with all school bus safety regulations
- Transportation reporting and route documentation

Estimated Transportation Needs

The following estimates are provided for planning purposes only:

- Estimated students transported: 523
- Estimated number of routes: 18
- Estimated service area: **Rochester area**

The school reserves the right to adjust routes or service levels as enrollment changes.

5. Contractor Requirements

The contractor must:

Licensing and Compliance

- Be licensed to operate school buses in Minnesota.
- Ensure drivers hold valid Minnesota School Bus Driver Endorsements.
- Maintain compliance with all state and federal transportation safety regulations.

Safety Requirements

The contractor must:

- Maintain school buses meeting Minnesota school bus safety standards.

- Conduct required driver background checks.
- Provide driver safety training.
- Maintain accident reporting protocols.

Insurance

The contractor must maintain minimum insurance coverage including:

- Commercial auto liability
- General liability
- Workers compensation

Certificates of insurance must be provided prior to contract execution.

6. Proposal Requirements

Proposals must include:

Company Information

- Legal name
- Years of experience providing school transportation
- Business location
- Organizational structure

Relevant Experience

- Experience serving charter schools or school districts
- References from other schools is a plus

Operational Plan

- Proposed transportation model
- Fleet description
- Driver hiring and training plan
- Safety procedures

Cost Proposal

Proposals must clearly outline pricing including:

- Cost per route
- Cost per bus
- Additional service costs
- Any startup costs

7. Evaluation Criteria

Proposals will be evaluated using the following criteria:

Criteria	Weight
Experience with school transportation	25%
Safety record	25%
Cost effectiveness	20%
Operational plan	20%
References and reliability	10%

RMSA reserves the right to interview vendors prior to final selection.

8. Contract Term

The school anticipates entering into a **one-year contract with options for renewal** based on performance and mutual agreement.

9. Submission Instructions

Proposals must be submitted electronically to:

Rochester Math and Science Academy

415 16th Street SW Rochester, MN 55902

Contact Person:

Abdi Shekh

asheik@rmsacademy.org

Deadline for submission:

April 7, 2026 at 4:00 PM (CST)

Late proposals will not be considered.

10. Reservation of Rights

Rochester Math and Science Academy reserves the right to:

- Reject any or all proposals
- Request additional information
- Negotiate contract terms
- Cancel the RFP at any time