

Transit Authority of Northern Kentucky

CONTRACT FOR TRANSPORTATION SERVICES – COVINGTON INDEPENDENT PUBLIC SCHOOLS

This contract constitutes an agreement between the Transit Authority of Northern Kentucky, hereinafter called “TANK,” and Covington Independent Public Schools hereinafter called “CIPS.”

1.0 PURPOSE

Under the terms of this contract, TANK will provide transportation services for CIPS, and CIPS will compensate TANK for this service. In general, the services include the operation of fixed transit routes that connect Covington neighborhoods to Holmes High School and a student pass fare reimbursement program that allows Holmes High School students to access the TANK bus system free of charge under certain conditions. The details of the service and compensation are defined in the following sections.

1.1 CONTRACT TERM

The contract's overall terms will become effective **July 31, 2023 and** continue in effect until **August 1, 2024**. TANK will notify CIPS in writing of the annual fiscal year renewal and any changes in the contract or compensation rate no later than April 30 of each calendar year. CIPS must accept or decline the renewal in writing prior to June 1 of the same year. Each new term will become effective on **August 1**.

1.2 COMPENSATION – HOLMES HIGH SCHOOL BUS SERVICE AND STUDENT PASS PROGRAM

The Holmes High School bus service will be operated on a schedule as agreed upon by TANK and CIPS. The scheduled routes, trips, hours, and dates of service will be determined in writing each year upon acceptance of the new terms/compensation rate. This information is provided as **Attachment A** – Page 5.

TANK will invoice CIPS for the service provided at the rate of **\$1.00 per student trip** taken on the TANK system.

TANK will annually set the reimbursement rate and submit any changes with the annual renewal request submitted by TANK prior to April 30 of each year (See Section 1.1).

1.3 TRANSPORTATION SERVICES – HOLMES HIGH SCHOOL BUS SERVICE

TANK will provide 13 fixed-route bus trips per school day that connect Covington neighborhoods to Holmes High School. Routing will be determined by TANK operations staff and approved by CIPS. The scheduled routes, trips, hours, and dates of service will be determined in writing each year and will be attached to this contract as **Attachment A**. TANK reserves the right to determine the implementation date for changes that are made to scheduled service based on agreements/practices that are held between TANK and our labor union. TANK will make every effort to accommodate changes in service requested by CIPS in a timely manner, however most changes require significant notice to implement.

Contract for TANK Transportation Services

Holmes High School routes will not operate in the morning when school is on a delayed schedule. CIPS will contact TANK dispatch at (859) 578-6950 as soon as possible when there are school closures or delays.

This service includes professional operators with CDL certification and driver training, operation of TANK transit vehicles, vehicle insurance, vehicle maintenance, fuel, tires, and scheduling services. TANK must adhere to all union and internal rules when assigning work and drivers to this run.

Per federal guidelines, these Holmes High School bus routes must be open to the general traveling public (at full bus fare rates). Additionally, TANK must make the schedules for these routes publically available on the TANK website.

In addition to the fixed bus routes that specifically serve Holmes High School, CIPS students may access other routes in the TANK system as part of the Student Pass Program (See Section 1.4). TANK reserves the right to operate these TANK routes on a standard Weekday, Saturday, or Sunday/Holiday schedule based on anticipated travel demand. At a minimum, regular TANK routes will operate a Sunday/Holiday schedule on the following Holidays. TANK reserves the right to add to this list based on anticipated travel demand. Typically, when one of the holidays listed below falls on a Saturday, the holiday is observed on the Friday before and when a holiday falls on a Sunday, the holiday is observed on the Monday after.

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Eve
- Christmas Day

1.4 TRANSPORTATION SERVICES – STUDENT PASS PROGRAM

TANK will provide a student pass fare reimbursement program that allows Holmes High School students to access the TANK bus system free of charge under the conditions listed below. CIPS will reimburse TANK for this program in accordance with Section 1.2 above.

- Students boarding buses must show an official Holmes High School photo I.D. with the word “TANK” on it.
- Students with this valid, official I.D. can ride the TANK system for free anytime during the school year (day, night, or weekend) as long as they are going back and forth to school. This should cover students involved in extracurricular activities such as band, sports, etc.

Contract for TANK Transportation Services

- TANK will issue transfers with this valid, official I.D.
- Students attending summer school will be issued special summer school I.D. cards. Students with this valid, official summer school I.D. can ride the TANK system for free anytime during the summer school session (day, night, or weekend) as long as they are going back and forth to school.
- Students boarding Holmes High School routes on campus in the afternoon ride for free with a school pass (a photo I.D. with the word “TANK” on it).
- Students who want to board in front of Holmes High School (on Madison) are prohibited from using their bus pass to ride regular service between the hours of 3:00 p.m. – 4:00 p.m. Students wanting to ride regular service during this time must pay \$1.00.
- To curb abuse, TANK bus operators will take the names of students believed to be using their passes inappropriately (e.g. using someone else’s pass, not traveling back and forth to school, etc.). The names will then be submitted by TANK to CIPS.
- CIPS will address any bus pass abuse with the individual students as appropriate.
- CIPS will work with TANK to encourage students use Holmes High School routes versus regular TANK bus routes in circumstances where the two services closely overlap. This will help TANK to maintain timely service on non-school bus routes.
- The Adult Alternative School has a campus located in the Gateway School at 525 Scott St. There is another Adult Alternative School campus on Lavassor Ave. behind the High School. Passes will also be accepted to and from these locations.
- Students are expected to abide by TANK rules and regulations while using the contracted service.

1.5 CONTRACT TERMINATION

Either party may terminate this agreement without cause 30 days after written notice of intent to terminate.

1.6 ENTIRE AGREEMENT

This contract shall be the entire agreement between TANK and CIPS and supersedes all prior negotiations, representations, or agreements, either written or oral. Such contract may be amended only by a written instrument signed by both TANK and CIPS. Further, the parties agree that the laws of the Commonwealth of Kentucky shall govern all questions as to the execution, validity, interpretation, construction, and performance of this agreement. The parties further agree that any legal action brought on the basis of this agreement shall be filed in either Kenton County Circuit Court or Kenton County District Court.

Contract for TANK Transportation Services

TRANSIT AUTHORITY OF
NORTHERN KENTUCKY

Gina Douthat
General Manager

Date

Witness

COVINGTON INDEPENDENT
PUBLIC SCHOOLS

Alvin Garrison
Superintendent

Date

Witness

Contract for TANK Transportation Services

ATTACHMENT A

Holmes High

School Bus Trips:

HOLMES HIGH SCHOOL - AM				
	Bus leaves from	Departure Time	Bus arrives at	Arrival Time
Holmes # 1	Dixie Hwy at Sleepy Hollow	7:30 AM	Holmes High School	7:50 AM
Route/Streets Traveled: Lewis, Montague, Pike, Madison				
Holmes # 2	Main St at 4th St	7:30 AM	Holmes High School	7:50 AM
Route/Streets Traveled: Main, 9th, Pike, 8th, Scott, Madison				
Holmes # 5	City Heights &	7:08 AM & 7:25 AM	Holmes High School &	7:30 AM & 7:50 AM
Route/Streets Traveled: Benton, Monte Lane, Hanser, Highland, Holman, Pike, 8th, Scott, Madison				
Holmes # 8	Decoursey at Church	7:10 AM & 7:30 AM	Holmes High School &	7:30 AM & 7:50 AM
Route/Streets Traveled: Decoursey, 45th, Huntington, Southern, Latonia Ave., Madison				
HOLMES HIGH SCHOOL - PM				
	Bus Leaves from	Departure Time	Bus arrives at	Arrival Time
Holmes # 2	Holmes High School	3:15 PM	Dixie Hwy & Sleepy Hollow	3:41 PM
Route/Streets Traveled: Eastern, Wallace, Greenup, 6th, Scott, Pike, Lewis, Montague, Dixie Highway				
Holmes # 3	Holmes High School	3:15 PM	Oak & Pleasant	3:47 PM
Route/Streets Traveled: Eastern, Wallace, Greenup, 6th, Pike, 9th, Main, 5th, Johnson, 3rd, Crescent, Highway, Elm, Adela, Oak, Shelby, Steve Tanner, Boone, Pleasant				
Holmes # 4	Holmes High School	3:15 PM	Covington Transit Center	3:35 PM
Route/Streets Traveled: Eastern, Wallace, Greenup., 4th, Madison, Covington Transit Center, to downtown Cincinnati				
Holmes # 5	Holmes High School	3:15 PM	Covington Transit Center	3:47 PM
Route/Streets Traveled: Eastern, Wallace, Greenup, 20th, Madison, 19th, Holman, Pike, 8th, Madison, Covington Transit Center				
Holmes # 6	Holmes High School	3:15 PM	City Heights	3:43 PM
Route/Streets Traveled: Eastern, Wallace, Greenup, 20th, Madison, 19th, Highland, Hanser, Monte, City Heights				
Holmes # 7	Holmes High School	3:15 PM	Rosedale	3:50 PM
Route/Streets Traveled: Eastern, Wallace, Greenup, 20th, Madison, James, Decoursey, 34th, Church, 43rd, Decoursey, 45th, Huntington, Southern				
Holmes # 9	Holmes High School	3:15 PM	Latonia Plaza	3:35 PM
Route/Streets Traveled: Eastern, Wallace, Greenup, 20th, Madison, Latonia, Southern, 34th				