

**FOLLOW ALL PROCEDURES ON BACK OF THIS FORM**

Contract # 250026  
 Number Assigned by Purchasing Dept.



**CONTRACT REVIEW**

**BOARD MEETING DATE:**  
 WHEN BOARD APPROVAL IS REQUIRED DO NOT PLACE ITEM ON AGENDA UNTIL REVIEW IS COMPLETED  
 Must Have Board Approval over \$100,000.00

Date Submitted: 7-23-24  
 Name of Contract Initiator: Randall Crawford Telephone #: 904-336-0002  
 School/Dept Submitting Contract: Transportation Cost Center # 9010  
 Vendor Name: BW Planner USA, INC  
 Contract Title: Amendment of BusPlanner Agreement Adding Fleet  
 Contract Type: New  Renewal  Amendment  Extension  Previous Year Contract # to Current Contract 240194  
 Contract Term: 24 months Renewal Option(s): Automatic unless canceled

Contract Cost: Year 1 = 18,620 Year 2 \$15,876 = Total \$34,496 + original contract amount of \$90,920.16  
 **BUDGETED FUNDS - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT** \$125,416.16 thus needs to go to Board.  
 Funding Source: Budget Line # 7800.399.9010.0000.0000.000.0  
 Funding Source: Budget Line # \_\_\_\_\_

- NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT**
- INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS - SEND CONTRACT PACKAGE DIRECTLY TO SBAO**

**REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):**

- Completed Contract Review Form
- SBAO Template Contract or other Contract (NOT SIGNED by District / School)
- SIGNED Addendum A (if not an SBAO Template Contract) - When using the Addendum A, this Statement **MUST BE** included in the body of the Contract: "The terms and conditions of Addendum A are hereby incorporated into this Agreement and the same shall govern and prevail over any conflicting terms and/or conditions herein stated."
- Certificate of Insurance (COI) for General Liability & Workers' Compensation that meet these requirements:  
 COI must list the School Board of Clay County, Florida as an Additional Insured and Certificate Holder. Insurer must be rated as A- or better.  
 General Liability = \$1,000,000 Each Occurrence & \$2,000,000 General Aggregate.  
 Auto Liability = \$1,000,000 Combined Single Limit (\$5,000,000 for Charter Buses).  
 Workers' Compensation = \$100,000 Minimum  
 (If exempt from Workers' Compensation Insurance, vendor/contractor must sign a Release and Hold Harmless Form. If not exempt, vendor/contractor must provide Workers' Compensation coverage).
- State of Florida Workers Comp Exemption (<https://apps.fldfs.com/bocexempt/>) (If Applicable)
- Release and Hold Harmless (If Applicable)

**RECEIVED**  
 By Georgia at 11:18 am, Jul 24, 2024

UNFILED BY BW PLANNER USA

ARE ABOVE FOR DISTRICT PERSONNEL ONLY	
CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <b>REVIEWED</b> Review Date By Bertha Staefe at 4:01 pm, Jul 29, 2024	FLDOE 6A-1.012 (14) Information Technology / (11)(b) Educational Services Amendment puts contract over \$100,000 thus needs to go to Board for approval. Need current COI as stated on page 3 of Original Addendum A.
School Board Attorney JPS Review Date 8/9/2024	See question on Amendment & Proposal about dates. - BFS I did not see the question about the proposal dates, but the added services will automatically renew under the current agreement. Board will have to approve.
Other Dept. as Necessary Review Date	_____ _____ _____
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENT MUST BE CORRECTED BY INITIATOR
FINAL STATUS	<b>APPROVED</b> By Elaine at 7:52 pm - AUG 13, 2024

## Amendment of BusPlanner Software Agreement

THIS AGREEMENT made as of the 10th day of July, 2024.

BETWEEN:

**BusPlanner USA Inc.,**  
of 3661 Sunset Avenue Suite 136, Rocky Mount, NC 27804

hereinafter referred to as "BPUSA"

-- and --

**The School Board of Clay County,**  
Of 900 Walnut Street, Green Cove Springs, FL 32043

hereinafter referred to as "Transportation Client"

OF THE SECOND PART.

WHEREAS by a BusPlanner Software Agreement dated the 10th day of May, 2024, (the "Agreement"), BPUSA agreed to provide Transportation Client with Route Planning Software and related services;

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the respective covenants and agreements of the parties contained herein it is agreed as follows:

1. **Software Subscription.** BPUSA will add BusPlanner Fleet to the existing list of products (section 2.1 of original contract), Proposal 2924 dated June 27, 2024 outlines terms of this product and is included as [REDACTED] of this contract amendment.
2. **Enurement.** This Agreement shall enure to the benefit of and be binding upon the parties and their respective successors and assigns.
3. **Governing Law.** The parties hereby agree that the Agreement shall be amended such that it is governed by and construed by the laws of State of Florida.
4. **Transmission by Electronic Means.** The parties hereto agree that this Agreement may be transmitted electronically, and that the reproduction of signatures electronically will be treated as binding as if originals and each party hereto undertakes to provide each and every other party hereto with a copy of this agreement bearing original signatures forthwith upon demand.

IN WITNESS WHEREOF the parties have duly executed this Assignment and Amendment agreement this 10th day of July, 2024.

BusPlanner USA Inc.

Per: Umar Mir C/S  
Umar Mir (Jul 10, 2024 15:11 PDT)  
Umar Mir, CEO

The School Board of Clay County

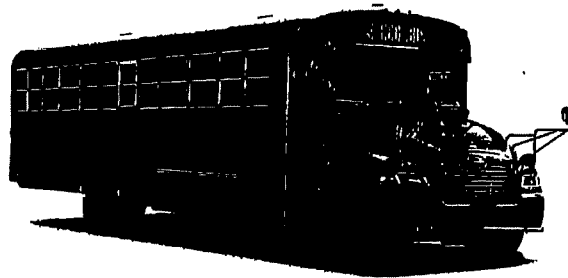
Per: \_\_\_\_\_ C/S

Name & Title: \_\_\_\_\_



## PROPOSAL 2924 – Clay County District Schools

### BusPlanner Fleet



**To:** Clay County District Schools

**Attn:** Randall Crawford, Director of  
Transportation

**Address:** 900 Walnut Street  
Green Cove Springs, FL 32043

**By:** BusPlanner USA Inc.

3661 Sunset Ave. Suite #136  
Rocky Mount, NC 27804

(866) 251-3721

<http://www.busplanner.com>

<http://mychlpmunkapp.com>

**June 27, 2024**

**Valid for 90 days**

# BusPlanner Fleet "Fleet Maintenance Software"

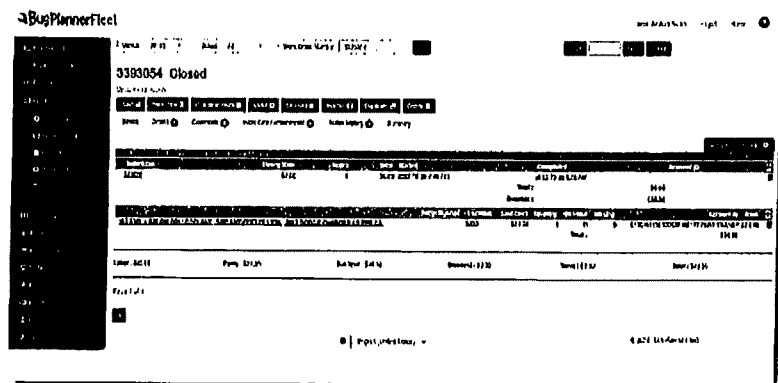
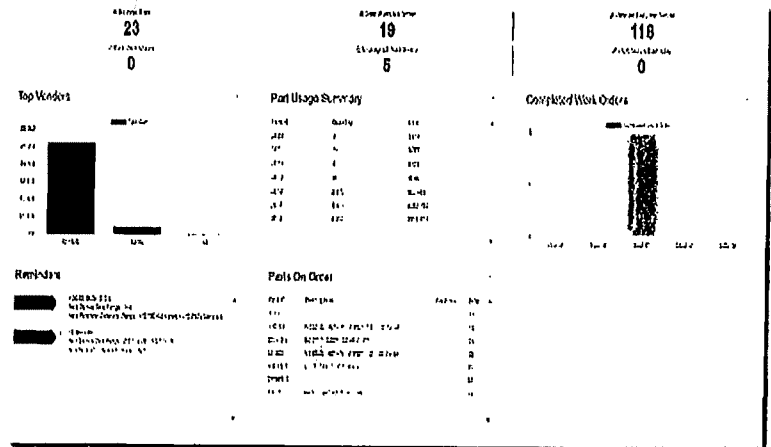
BusPlanner Fleet is an online fleet maintenance system designed to provide the



information and tools necessary to streamline the vehicle maintenance tasks for your fleet. BusPlanner Fleet is mobile friendly for use on tablets so it can be effectively used by shop staff to track work orders, track fuel, and parts inventory as well as manage costs.

This application includes key benefits such as:

- Dashboard- real time snapshot of KPI's managers need to keep buses running.
- Work orders- available for various types of vehicle service. Ability to sort and share as needed.
- Fleet maintenance
- Parts inventory- Easily track purchases and usage by vehicle, date, class, etc.
- Fuel usage- conforms to fleets where more than one fuel source or service locations is required.
- Staff work hours- see which jobs staff members complete
- Scheduling- view upcoming and past due maintenance for vehicles.
- Reports- complete assortment of provided reports along with available custom report building.



# Budget Details

Our budget outlines the cost to provide BusPlanner Fleet for Clay County District Schools as outlined below:

Subscription Module		
<b>BusPlanner Fleet (630 Vehicles)</b>	<b>\$15,120</b>	<b>\$15,876</b>
• <b>Software subscription (includes SaaS)</b>		
<b>Implementation Fee</b>	<b>\$3,500</b>	<b>N/A</b>
<b>Billing Cycle Subscription Total: Annual</b>	<b>\$18,620</b>	<b>\$15,876</b>

**Notes:**

- Annual 5% software subscription increase.
- Each additional vehicle will increase subscription by \$24 in year 1 and \$25.20 in year 2.
- Automatic renewal will occur each year after initial 24-month term unless canceled in writing by Clay County District Schools a minimum of 30 days before renewal.
- Pricing is in US currency and is exclusive of applicable taxes.
- Payment is based on a subscription basis due annually at start of term.
- Company purchase order will be required in addition to signed quote.

Accepted: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_