



University of Richmond Contract Summary Sheet

Vendor Name: James River Transportation

Commodity: Charter Bus and Limousine Transportation

Contract Number: 15344

Effective Date: 7/1/2022

Expiration Date: 7/31/2027

Vendor: James River Transportation
Address: 915 North Allen Ave.
Richmond, VA 23220

Contact: Tyler Reed
Phone: 804-342-7300
Email: treed@jamesrivertrans.com
Website: <https://jamesrivertrans.com/>

Payment Terms: Net 30

Purchasing Card Can Be Used: Yes

SWAM Vendor: Small

Green Vendor: N/A

Discount: Contracted Rates

Contract Information :

This 5-year contract for Bus and Limousine service provides rates that were competitively bid from an RFP solicitation. James River Transportation provides transportation in a variety of vehicle types, accommodating anything from 38 to 55 passengers for out of town travel. They also offer limited limousine service to immediate Richmond metro area destinations for 1 to 24 passengers. See James River's pricing schedule at bottom for destinations and vehicle sizes.

It is recommended that you either send James River a completed Customer Information Sheet (below), or at least have the bulk of that information on hand when you contact them for a quote.

Please be sure to request University of Richmond contracted pricing when you are requesting quotes.

CUSTOMER INFORMATION SHEET

Please have as much of the following information as possible, or as applicable, available when you contact the transportation provider to schedule your charter.

Contact Name:	
Phone:	
Alternative Phone:	
Address:	
Email:	
Fax:	
Date of Departure:	
Date of Return:	
Number of Passengers:	
Equipment Type/Size:	
Pickup Location:	
Departure Time:	
Destination:	
Final Drop off Time:	
Is the Drop off location the same as the Pickup?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Driver Request: <small>If you have a specific driver you'd like to request</small>	
Itinerary Summary:	
Is the Emergency Contact for the day of the charter the Same as Above Contact?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Round Trip or one way?	
Do you need to use the coach each day during the stay?	
Additional Information:	

Please respond with pricing for any (or all) destinations and vehicle types for which you propose to provide service

Destination (Round trip unless otherwise specified)	Typical Vehicle Seating Capacity				Additional Fees		Comments Brief explanation or additional pertinent information if needed
	3 to 8	8 to 15	15 to 30	30 to 55 - plus	Additional Cost for "Luxury" Branding (If offered)	Additional Cost Per Day for Multiple Days (Excluding Meals & Lodging)	
Amherst, MA				(38) - \$7,929.40 (55) - \$8,063.40	N/A	\$1,000.00/day	
Baltimore Metro Area, MD (1)				(38) - \$1,802.40 (55) - \$2,007.40	N/A	\$1,000.00/day	
Bethlehem, PA				(38) - \$4,855.40 (55) - \$5,408.40	N/A	\$1,000.00/day	
Blacksburg, VA				(38) - \$2,737.25 (55) - \$3,038.43	N/A	\$1,000.00/day	
Boston, MA				(38) - \$7,673.88 (55) - \$8,466.95	N/A	\$1,000.00/day	
Bronx, NY				(38) - \$4,742.28 (55) - \$5,218.76	N/A	\$1,000.00/day	
Charleston, SC				(38) - \$5,324.84 (55) - \$5,911.30	N/A	\$1,000.00/day	
Charlotte, NC				(38) - \$4,012.37 (55) - \$4,454.13	N/A	\$1,000.00/day	
Charlottesville, VA				(38) - \$1,136.40 (55) - \$1,263.40	N/A	\$1,000.00/day	
Cincinnati, OH				(38) - \$7,451.66 (55) - \$8,213.06	N/A	\$1,000.00/day	
Davidson, NC				(38) - \$4,316.14 (55) - \$4,743.99	N/A	\$1,000.00/day	
Dayton, OH				(38) - \$7,872.40 (55) - \$8,760.40	N/A	\$1,000.00/day	
Elon, NC				(38) - \$2,381.34 (55) - \$2,639.43	N/A	\$1,000.00/day	
Fairfax, VA				(38) - \$1,615.40 (55) - \$1,794.40	N/A	\$1,000.00/day	
Geneva, OH				(38) - \$8,242.40 (55) - \$9,130.40	N/A	\$1,000.00/day	
Greensboro, NC				(38) - \$2,839.00 (55) - \$3,151.40	N/A	\$1,000.00/day	
Hampton, VA				(38) - \$1,247.40 (55) - \$1,387.40	N/A	\$1,000.00/day	
Harrisonburg, VA				(38) - \$1,669.12 (55) - \$1,885.85	N/A	\$1,000.00/day	
Hempstead, NY				(38) - \$4,813.77 (55) - \$5,298.13	N/A	\$1,000.00/day	
Kingston, RI				(38) - \$5,412.38 (55) - \$5,952.26	N/A	\$1,000.00/day	
Lynchburg, VA				(38) - \$1,837.40 (55) - \$2,042.40	N/A	\$1,000.00/day	
Newark, DE				(38) - \$2,072.22 (55) - \$2,296.22	N/A	\$1,000.00/day	
Norfolk Metro Area, VA (2)				(38) - \$1,615.40 (55) - \$1,794.40	N/A	\$1,000.00/day	
Philadelphia Metro Area, PA (3)				(38) - \$4,855.40 (55) - \$5,408.40	N/A	\$1,000.00/day	
Pittsburgh Metro Area, PA (4)				(38) - \$4,855.40 (55) - \$5,408.40	N/A	\$1,000.00/day	
Providence, RI				(38) - \$5,531.52 (55) - \$6,084.54	N/A	\$1,000.00/day	
Radford, VA				(38) - \$1,861.41 (55) - \$2,066.03	N/A	\$1,000.00/day	
Raleigh-Durham-Chapel Hill, NC				(38) - \$3,280.40 (55) - \$3,654.40	N/A	\$1,000.00/day	
Richmond (RIC Airport Transfers - one way to or from)	(1-4) - \$84.00	(5-11) - \$148.00		(38) - \$914.40 (55) - \$1,015.40	N/A		
Richmond (Downtown)			(24) \$1,151.76	(38) - \$1,247.40 (55) - \$1,387.40	N/A		
Richmond Suburban Destinations (5)			(24) \$1,151.76	(38) - \$1,247.40 (55) - \$1,387.40	N/A		
Roanoke, VA				(38) - \$2,412.67 (55) - \$2,678.07	N/A	\$1,000.00/day	
St. Bonaventure, NY				(38) - \$7,877.79 (55) - \$7,207.34	N/A	\$1,000.00/day	
Stony Brook, NY				(38) - \$4,999.24 (55) - \$5,504.05	N/A	\$1,000.00/day	
Villanova, PA				(38) - \$2,851.90 (55) - \$3,295.89	N/A	\$1,000.00/day	
Washington Metro Area DC-VA-MD (6)				(38) - \$2,117.63 (55) - \$2,355.63	N/A	\$1,000.00/day	
West Long Branch, NJ				(38) - \$4,395.80 (55) - \$4,893.40	N/A	\$1,000.00/day	
Williamsburg, VA				(38) - \$1,025.40 (55) - \$1,139.40	N/A	\$1,000.00/day	

Wilmington, NC				(38) - \$3,603.01 (55) - \$3,995.78	N/A	\$1,000.00/day	
Winston-Salem, NC				(38) - \$3,283.18 (55) - \$3,625.27	N/A	\$1,000.00/day	

- (1) Includes BWI, and the areas surrounded by the counties of Baltimore, Howard, Ann Arundel
- (2) Includes ORF, PHF and the area surrounded by the cities of Norfolk, Portsmouth, Virginia Beach, Chesapeake, Hampton, Newport News, Poquosan and York County, VA
- (3) Includes areas surrounded by the counties of Bucks, Montgomery, Chester, Delaware, PA and Burlington, Camden, Gloucester, NJ
- (4) Includes areas surrounded by the counties of Allegheny, Beaver, Washington, Westmoreland, Armstrong, Butler
- (5) Includes areas surrounded by the counties of Henrico, Hanover, Goochland, Chesterfield, Powhatan, Prince George, Charles City, New Kent and the cities of Petersburg, Colonial Heights, Hopewell, VA
- (6) Includes IAD, DCA, and the areas surrounded by the counties of Fairfax, Loudon, Prince William, Arlington, VA and Montgomery, Prince Georges, MD

- Above are the price estimates requested in the RFP.
- James River uses a very precise calculation for providing prices for our customers. The calculation utilizes a mileage component, a labor component, overhead contribution, any fuel surcharges, and a small profit. We feel this is the most equitable method for our customer. Other companies use a day rate which can over charge or undercharge a client.
- We requested departure and return times but was advised to use general business hours. Those prices were calculated, but in our opinion, do not provide apples to apples comparison with other companies since cost calculations vary depending on total time.
- We had also asked for more detail for multiple day trips but were advised to use the addition cost per day field. Due to our cost calculations, this price will vary depending on planned usage during those days. We have entered an estimated average of this cost.
- The prices provided do not include any fuel surcharges. For the past 12 months and for the foreseeable future, fuel cost will continue to be extremely volatile. In the past 12 months, diesel has more than doubled. When prices are quoted for a customer's trip, those prices will be honored. We will not change the price even if fuel cost goes up. Our fuel surcharges have ranged from 2% - 11%.
- Additional Cost for "Luxury" Branding (If offered)
 - This is a possibility, depending on the annual volume of business that is awarded to us. We can also explore the option of branding the vehicle(s) for the University of Richmond, depending on the annual volume of business.