

INVITATION TO BID

**SCHOOL BUS, PRE-OWNED,
TYPE A*, EQUIPPED FOR TRANSPORTING
DISABLED STUDENTS**

**Alcoa City Schools
Alcoa, TN**

Due date: September 9, 2010, 1:00 p.m.

Item Title	SCHOOL BUS – PRE-OWNED – TYPE A*—EQUIPPED FOR TRANSPORTING DISABLED STUDENTS
Agency	Alcoa City Schools 524 Faraday Street, Alcoa, TN 37701 865-984-0531 Fax: 865-984-5832 May be referred to as “school system” in the invitation to bid.
Purchasing Contact	John Campbell jcampbell@alcoaschools.net 865-984-0531
Intent to Bid Deadline	Notice of intent to bid is not required for a bid to be considered. However, if any potential bidder wishes to be notified of specification modifications or clarifications during the bidding period, an intent to bid must be communicated to the purchasing contact listed above by 4:30 p.m. August 31, 2010.
Bid Due Date	September 9, 2010, 1:00 p.m.
Formatting Instructions	Bidders must, at a minimum, complete the one-page, bid cover sheet found at the end of this packet. Any additional information (e.g., photos, records, or additional specifications) that may help fairly represent the item(s) in terms of evaluation should be included and will be considered.
Delivery Instructions	Submit bids to John Campbell, Director of Administrative Services in a sealed envelope that is clearly marked “ BUS BID ” on the outside of the envelope. Deliver the bid to the school system address indicated above. The school system will <u>not</u> be responsible for delays by the USPS or other delivery methods. The school system may decline to consider any improperly submitted bid. Late bids will not be accepted.
Opening	Bids, properly submitted, will be opened immediately after the due date and time unless notice is otherwise given. Determination of low bid will not occur at the opening. (Note sections below entitled, “Evaluation,” “Inspection,” and “Substitution.”) School system will announce low bid after completing the evaluation process.
Regarding Bid Specifications	It is the bidder’s responsibility to understand and respond to the specifications by the deadlines and in the manner described. Any changes to specifications or responses to inquiries for explanation of

specifications will be issued to all who have expressed an **intent to bid** by the “intent to bid deadline” specified above.

- Deviations Any deviation from the bidding requirements and/or specifications herein must be shown in writing and submitted with the bid.
- Substitutions This bid may refer to brand names. If a bidder intends to quote pricing for a substitute item(s), item(s) (a) must meet or exceed each detail of the specifications herein, (b) may be require pre-approval, and (c) be clearly stated by the bidder as a substitute. Pre-approval must be requested at least 10 business days prior to the bid deadline date. Where brand or trade name specification is made for compatibility with standardized or school system’s existing maintenance routines, facilities, equipment, parts inventories, and/or training, agency may decline the pre-approved equivalent request. The school system reserves the right to decline any equivalency request if it is in the best interest of the agency.
- Pricing Bid pricing submitted must be for complete units and must include delivery to the agency’s physical address as specified below.
- Taxes The agency is a public school system and is exempt from federal excise, state, and local sales taxes. Bids must not include taxes. A tax-exempt certificate will be furnished to the awarded vendor.
- Responsibility A responsible vendor is one whose reputation, past performance, business and service capacities, regulatory compliance, and fiscal condition is deemed capable of effectively and responsibly providing the service and/or material specified.
- Delivery Awarded vendor must deliver the unit to:

Alcoa City Schools
524 Faraday Street
Alcoa, TN 37701
- Evaluation Evaluation of submitted bids will be by the low, compliant bid from a responsible vendor and in consideration of the following conditions. (a) The school system may calculate the low bid considering estimated future compliance and maintenance costs over the life of the equipment or service related contract. (b) Given that pre-owned equipment may include parts or functions not of original factory origin or specification, and that body-work or variable aging and exposure effects—regardless of product or part equivalency—may have occurred, the system may determine that an item in the bid or the whole bid unacceptably deviates from the school system’s quality expectations, regardless of whether or not specifications have

been included in this bid. In such a case, low bid will not be recognized due to the deviation. (c) Evaluation of compatibility of units or whole bid with existing and/or standardized maintenance routines, facilities, equipment, parts inventories, and/or training in regard to long term cost(s) of item(s) may factor into school system's low bid determination, regardless of initial cost presented by the bidder. (d) Low bid may be considered in regard to either individual items or all items included in this bid invitation. (e) Because the invitation to bid includes the specification of a pre-owned, used item, the school system reserves the right to declare an initially lowest priced item to not be in the system's best interest, based on quality factors, long term costs, substitutions in regard to specifications, and/or compatibility factors.

Inspection As part of the evaluation and award, the school system may fully inspect the item(s) presented for this invitation to bid prior to completing the evaluation for award determination and/or awarding of any contract.

Right to Modify or Reject The school system reserves the right to alter or cancel all or part of this invitation to bid.

The school system reserves the right to reject all bids.

Governance Any contract or purchase order issued in regard to this bid must comply with the laws of the State of Tennessee.

Submission of a bid serves as the vendor's formal certification of their total compliance with Title VI and Title VII of the Civil Rights Act of 1964 and any applicable amendments and related regulations.

Awarded contract will be subject to the Individuals with Disabilities Act (IDEA) and any applicable amendments and related regulations.

Awarded contract will be subject to requirements of the American Recovery and Reinvestment Act (ARRA).

SPECIFICATIONS

Every feature, component, and condition of this item cannot reasonably be included in this set of specifications due in part to the pre-owned condition of the item(s). All bidding vendors are expected to understand and/or comply with terms set forth in all sections of this document

1	General Description	School Bus, Pre-owned, type A*, special education equipped for handicap entry and transport, model year 2001 or later *Type B may be applicable.
2	Capacity	16-20 passenger
3	Engine	6+ cylinder, 235+ H.P., Cummings (or approved equivalent)
4	Transmission	Automatic
5	Fuel	Diesel
6	Chassis	Freightliner (or approved equivalent)
7	Body	Thomas (or approved equivalent)
8	Seating	16-20 forward facing seats, each with seat belts 2-3 wheelchair positions, with appropriate restraint systems
9	Air	Air conditioning, full front/rear heating
10	Brakes	Air brakes
11	Wheels	19.5 x 7.5, Tires (in good condition)
12	Misc	Tilt Steering
13	Misc	Radio and public address system with microphone
14	Misc	Wheelchair accessible door with fully functional lift
15	Special Condition	This bus must be compliant with applicable laws of the state of Tennessee in regard to Chapter 1340-03-03 “ Rules and Regulations for School Bus Inspection Procedures. ” The awarded vendor will be responsible for all labor, parts, fuel, and/or transportation costs associated with bringing the condition of the bus into inspection compliance if it is not initially found to be so. The school system reserves the right to cancel the bid and/or the contract award if the item is not compliant. The school system may withhold any payment until the bus is lawfully reported to be compliant.
16	Operating Condition	All features of the bus must be in good and inspection-compliant operating condition given the years, mileage, and hours of operation and use that have already occurred.
17	Body and Parts Condition	The integrity of the body, the paint, all lighting and safety equipment (flashing lights/stop signs), and all parts, etc. must be in good and inspection-compliant condition given the years,

mileage, and hours of operation and use that have already occurred.

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| 18 | Maintenance
Records | Maintenance records over the life of the vehicle are expected to be available. |
| 19 | Title | Award may be withdrawn and any contract cancelled if clear title is not available. |

BID COVER SHEET

SCHOOL BUS, PRE-OWNED, TYPE A*, EQUIPPED FOR TRANSPORTING DISABLED STUDENTS

Total Price	\$ _____ Includes delivery, full inspection compliance, and adherence to the specifications and terms of the invitation to bid.	
Model Year:	Body Manufacturer:	
Engine Description:	Chassis Manufacturer:	
	Engine Manufacturer:	
Mileage:	Fuel Type:	
# Seated Passengers:	Transmission Type:	
# Wheelchair Passengers:	Brakes Type:	
Compliance (Check if true.) <input type="checkbox"/> Tennessee inspection standards <input type="checkbox"/> Federal motor vehicle standards	Wheel Size:	Tire condition:
<input type="checkbox"/> Please check if substitutions or deviations from specifications have been made. (Descriptions and clarifications of each substitution or deviation must be attached.)		

Name of Business:
Address of Business:
Contact Person:
Phone Number(s):
Email:
Fax Number:

Use this page as a cover page for the bid. Attach additional and supporting documentation.