



Daryl Huddleston
Director of Transportation
900 S Powell Rd
Independence, MO 64056
(816)521-5335 Fax (816)521-5660

**Request for Proposal
Specifications and Proposal
For furnishing
New School Buses
Type C, 77 Passengers
2016-TRN-003**

Proposal Due:

On or before December 19, 2016
1:00 pm Central Standard Time

1. Background

1.1. Notice

1.1.1. Independence School District (the "District") seeks to purchase Type C, 77 passenger school buses through competitive bidding. If your firm is interested, please submit the information requested in this Request for Proposal (RFP) to the Independence School District Transportation office by 1:00PM on Monday, December 19, 2016. All information necessary for the submittal is contained in this RFP.

1.2. RFB Schedule

- 1.2.1. Issue RFP: Friday, December 2, 2016
- 1.2.2. Deadline to submit written questions: Friday, December 16, 2016 by close of business day.
- 1.2.3. Deadline to submit proposals: Monday, December 19, 2016 at 1:00pm Central Standard Time.
- 1.2.4. Vendor selection date: Tuesday, January 10, 2017.

2. Requested Equipment

Schedule

2.1.1. Vendor selection date: Tuesday, January 10, 2017

3. Planned delivery date: On or before May 22, 2017

4. Disclosures and notifications

4.1. Conflicts of interest

4.1.1. Proposal must state whether proposer has any professional, business, or familial relationship with any current member of the Board of Education of the District or with any administrator of the District.

4.2. Cooperative Procurement

4.2.1. Indicate whether, if the District accepted your proposal, you would provide the same products and services under the same prices and terms to any public school district or any other non-profit organization having membership in the Mid-America Council of Public Purchasing (MACPP) or Mid-America Regional Counsel (MARC) and located within the greater Kansas City metropolitan trade area.

4.2.2. The prices, terms, and conditions of this RFP and any subsequent term agreement would control the terms of any subsequent agreement.

4.2.3. Organizations represented by MACPP or MARC have no obligation under the cooperative procurement agreement for to use the RFP, proposal, or agreement unless they are specifically named in the RFP as a joint respondent.

4.2.4. The ordering jurisdiction will issue purchase orders and be responsible for all receiving, inspection, payments and other agreement administration.

4.2.5. Each jurisdiction that is a party to the joint proposal may act as Administrative Contracting Officer with responsibility to issue purchase orders, inspect and receive goods, make payments, and handle disputes involving shipment to the jurisdiction.

5. Contract terms

5.1. Applicable law

5.1.1. Missouri law will govern contracts entered into pursuant to this RFP.

5.2. Proposed sale contract

5.2.1. Proposals must include a copy of proposed contracts or sales agreements if available or disclose terms required by the proposer of this RFP.

5.2.2. The District must issue a properly authorized purchase order to complete the purchase.

- 5.2.3. The District will not be liable for additional costs over the quoted price, including taxes, shipping, insurance, penalties, termination payments, attorney fees, liquidated damages, or other fees and costs.
- 5.2.4. Indemnity for product liability: The seller shall be responsible for all personal injury (including death) or property damage as a result of the seller's negligence involving any equipment provided under the terms and conditions, requirements and specifications of the sales agreement. In addition, the contractor assumes the obligation to hold the District, including its Board and employees, harmless from every expense, liability, or payment arising out of such negligent act or defective product.
- 5.2.5. The seller shall replace any item received in damaged condition at no cost to the District. This includes all shipping costs for returning non-functional items to the contractor for replacement.
- 5.2.6. Payment terms: Payment will be made after complete acceptance by the Independence School District. (Complete acceptance shall refer to rectifying any defects, etc.)

6. Interpretation, Questions, Withdrawal

6.1. Interpretation

- 6.1.1. The District will make no oral interpretations for proposers of meaning of the terms in this RFP.
- 6.1.2. Requests for interpretations to the meaning of this RFP must also be made in writing to Independence School District no later than Friday, December 16, 2016 by close of business and failure by the successful proposer to do so shall not relieve the proposer of the obligations to execute such services under a later interpretation by the school district.
- 6.1.3. All interpretations made to the proposers will be issued in addenda to the RFP and will be posted on website and be the responsibility of the proposer to acknowledge.

6.1 Questions

6.2.1 Submit written questions via e-mail to the following person:

Daryl Huddleston
900 S. Powell Rd
Independence, MO 64056
816-521-5335
daryl_huddleston@idschools.org

6.2 Withdrawal

- 6.2.1 Any Vendor may withdraw his proposal prior to the scheduled closing time for receipt of proposals.
- 6.2.2 No proposal shall be withdrawn for thirty (30) days after the scheduled closing time for receipt of proposals.

7 Required Proposal Information

7.1 **Description of product:** *Type C 77 Passenger School Bus with Specifications described in Addendum 1.*

7.2 **Pricing:** *Complete Attached Pricing Page*

8 Proposal submission and opening

8.1 Submission

8.1.1 Submit proposals in a sealed envelope marked “**School Bus Proposal**” and deliver to the following address and person:

Daryl Huddleston
900 S. Powell Rd
Independence, MO 64056
816-521-5335

8.2 Opening

8.2.1 The proposals will be opened and publicly read at the following location on the following date and time:

Date: Monday, December 19, 2016
Time: 1:00 PM
Location: Transportation Department
900 S Powell Rd.
Independence, MO 64056

9 Reservation of Rights

9.1 ***INDEPENDENCE SCHOOL DISTRICT RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL PROPOSALS AND WAIVE ANY INFORMALITY IN THE PROPOSAL OR REQUEST FOR PROPOSAL.***

10 Proposal Evaluation

10.1 Award

10.1.1 The contract will be awarded to the firm submitting the best responsible proposal complying with this RFP if the proposal is reasonable and in the best interest of the District to accept. The firm selected will be notified at the earliest practical date. The decision regarding acceptability of any firm’s qualifications/proposal shall remain entirely with the District, at the District’s sole discretion. The criteria for making this judgment will include but not limited to price, demonstrated capability and general responsiveness to the RFP.

10.1.2 The District notifies all proposers that minority business enterprises will be afforded full opportunity to submit proposals in response to this Request and will not be discriminated against on the grounds of race, color, or national origin in consideration of an award. Proposer agrees that, should proposer be awarded this contract, proposer

will not discriminate against any person who performs work under it because of race, religion, color, sex, national origin or ancestry.

10.1.3 The District reserves the right to reject any or all proposals, to waive any informalities or technical defects in proposals, and unless otherwise specified by the District, to accept any item or groups of items in the proposal, as in the best interest of the District.

10.1.4 Pursuant to § 171.181 RSMo., the District will give preference to all commodities, manufactured, mined, produced or grown within Missouri and to all firms, corporations or individuals doing business as Missouri firms, corporations, or individuals, when quality and price are approximately the same.

10.2 Acceptance Period

10.2.1 All offers must be firm for 90 days.

INDEPENDENCE SCHOOL DISTRICT
900 S POWELL RD
INDEPENDENCE, MO 64056

CONVENTIONAL TYPE "C" 77 PASSENGER SCHOOL BUS
PROPOSAL SHEET

CHASSIS MODEL YEAR AND MANUFACTURER _____

BODY MODEL YEAR AND MANUFACTURER _____

Price per unit for buses as specified.....\$_____

Conventional TYPE "C" 77 Passenger

EXCEPTION AND COMMENT SHEET

NAME OF COMPANY AUTHORIZED REPRESENTATIVE

STREET ADDRESS TELEPHONE

CITY STATE ZIP DATE

E MAIL SIGNATURE