



INVITATION TO BID

CITY OF QUINCY, MASSACHUSETTS
PURCHASING DEPARTMENT
1305 HANCOCK STREET, QUINCY, MA 02169

The City of Quincy invites sealed bids/proposals for furnishing and delivering to the City of Quincy:

SCHOOL DEPT. LEASE/PURCHASE OF SCHOOL BUSES OCTOBER 22, 2014 @ 11:00 A.M.

The City of Quincy, acting on behalf of the Quincy Public Schools is soliciting bids from factory authorized school body distributors for the lease/purchase of three (3) to four (4) Conventional 24 Passenger Yellow (Type 2) School Buses with Capacity for 14 to 18 Integrated Pull Down Child Restraints, two Conventional 71 to 77 Passenger School Buses with undercarriage storage. Buses shall be new and unused. Buses will be registered, insured, maintained, and operated by Quincy Public Schools. In addition to the buses, Bidders shall maintain a place of business within 50 miles of Quincy that is staffed on a full-time basis with parts and service personnel. It is expected that the bidder have an adequate inventory of spare parts to insure that Quincy's fleet is operational at all times.

Detailed specifications are available on-line at the City of Quincy's website; www.quincyma.gov and also available at the office of the Purchasing Agent, Quincy City Hall, 1305 Hancock Street, Quincy, Massachusetts, 02169, between the hours of 8:30^{AM} and 4:30^{PM}

All questions regarding this bid should be directed to Kathryn R. Hobin, Purchasing Agent through fax: 617-376-1074 and email: khobin@quincyma.gov and cc: to kimtrillcott@quincyma.gov Questions will be accepted until October 17, 2014 at 4:00 p.m.

Bids must state exceptions, if any, the delivery date and any allowable discounts. Bids/Proposals must be in a sealed envelope. The outside of the sealed envelope is to be clearly marked "**BID ENCLOSED**" with time/date of bid call.

Firm bid prices will be given first consideration. Bids/Proposals will be received at the office of the Purchasing Agent until the time and date stated above, at which time and date they will be publicly opened and read. Late Bids/Proposals, delivered by mail or in person, will be rejected.

If applicable, bids shall be in accordance with M.G.L. Chapter 30B, Chapter 149 as amended, and Chapter 30, Sections 39A, 39B and 39F-R.

The right is reserved to reject any or all bids or to accept any part of a bid or the one deemed best for the City and waive any informalities in the bidding if it is in the best interest of the City to do so.

Thomas P. Koch, MAYOR

Kathryn R. Hobin, Purchasing AGENT



CITY OF QUINCY, MASSACHUSETTS
PURCHASING DEPARTMENT
1305 HANCOCK STREET, QUINCY, MA 02169

DETAILED SPECIFICATIONS AND REQUIREMENTS

Issue Date: OCTOBER 6, 2014
Bid Call: OCTOBER 22, 2014 @ 11:00 A.M.
Department: SCHOOL DEPARTMENT
Subject: LEASE/PURCHASE OF SCHOOL BUSES

1. Certified check or 5% bid bond is not required. (Paragraph 1, line 09-17)
2. A Payment and Performance Bond is not required. (Paragraph 1, line 24-29)
3. Quantities..... (Paragraph 4, line 51-52)
4. Samples must be supplied when requested. (Paragraph 6, line 10-15)
5. Be sure **PROPOSAL SHEET 5 OF 5 IS SIGNED AND COMPLETED.** If not the bid may not be accepted.
6. **DO NOT SEPARATE ANY SHEET FROM THIS BID CALL.**
7. All prices are to include delivery F.O.B. destination unless noted otherwise.
8. Wherever a manufacturer's name or model number is specified, it is to be clearly understood that the words "**OR APPROVED EQUAL**" follow.
9. All vendors must acknowledge in writing receipt of any addenda.
10. **Every bid delivered must contain one original and at least one copy.**

* TO THE EXTENT APPLICABLE THE FOLLOWING SECTIONS OF MASSACHUSETTS GENERAL LAWS ARE INCORPORATED HEREIN BY REFERENCE:

**M.G.L. CHAPTERS 30B, CHAPTER 149, CHAPTER 30, SECTIONS 39A, 39B AND 39F-R.
M.G.L. AND CHAPTER 149, AS AMENDED**

In the event of any inconsistency between the bid, Information for Bidders, Bid Forms, Conditions or any other Contract Document or potential Contract Document and these statutes; or any other applicable statutes, by-laws or regulations existing on the date on which the bid is submitted, then the statute, by-laws or regulations shall govern. Such inconsistency shall not be grounds for invalidating this invitation to bid.

NOTICE TO BIDDERS

The successful bidder will be required to conform to the payment of Prevailing Wage Rates, as determined by the Commissioner of Labor & Industries under the provision of M.G.L., Chap. 149, Sect. 26 to 27D as amended, if applicable.

LIABILITY, PROPERTY DAMAGE and WORKERS' COMPENSATION coverage is required of the successful bidder before any work can be started, if applicable.

DATE: _____

SPECS LEASE/PURCHASE OF SCHOOL BUSES

BIDDER: _____

ADDRESS: _____

TELEPHONE: _____



CITY OF QUINCY, MASSACHUSETTS
PURCHASING DEPARTMENT, CITY HALL

INFORMATION AND INSTRUCTIONS TO BIDDERS

I. INVITING BIDS

(a) Sealed bids are invited for furnishing to the City of Quincy, Massachusetts, the described materials, commodities or services all in accordance with the specifications and conditions attached hereto and made a part thereof.

(b) Form of proposal to be used and copies of specifications and conditions are available at the Purchasing Agent's office, 1305 Hancock Street.

(c) All bids must be filed with the Purchasing Agent of the City of Quincy, Massachusetts, at or before the hour of time set forth in the legal and published advertisement, a copy of which is here attached, also at the definite place so stated, and on the forms furnished by the Purchasing Agent. Each bid shall be accompanied by bid bond or a certified check on, or a treasurer's or cashier's check issued by, a responsible bank or trust company, payable to the City of Quincy, Massachusetts. The amount of such cash or check shall be not less than five percent (5%) of the value of the proposed work, as estimated by the awarding authority, but in no event less than one hundred dollars nor more than fifty thousand dollars. This deposit above mentioned shall be as a guarantee that the bidder will enter into the proposed contract, if awarded to him. This requirement shall become effective unless stated to the contrary or deleted under "Detailed Specifications and Requirements." This certified check will be returned after the awarded contracts have been completely signed and proper delivery made, together with any performance bond if required in the bid form.

(d) This proposal is genuine and not collusive or made in the interest of or in behalf of any person not herein named, and that the bidder has not directly, or indirectly, induced or solicited any other bidder to put in a sham bid or any other person, firm or corporation to refrain from bidding, and that the bidder has not in any manner sought by collusion to secure for himself an advantage over any other bidder. Any bid made in violation thereof, shall not be considered. This agreement in detail shall be found under paragraph XVIII (18) entitled "Affidavit and/or Agreement."

(e) The successful bidder shall, within ten (10) days after the award, enter into a written contract with said City in accordance with the draft of contract furnished by the City Solicitor for furnishing the described materials, commodities or services and execute as a part of said contract, a satisfactory performance bond in the amount of (100%) one hundred percent of the aggregate amount of the contract unless otherwise stated in the "Detailed Specifications and Requirements," and shall be continued for the faithful performance of the contract and executed by the Contractor and a responsible surety company.

(f) The right is reserved to reject any and all bids or to accept any bid or to accept any part of a bid or the one deemed best for the City.

II. FORM OF PROPOSAL AND SIGNATURE

The proposal must be made on this form provided for that purpose, unless otherwise stated, enclosed in a sealed envelope and plainly marked: "Bid Enclosed - Date: and Time of bid opening, (envelope provided,) and addressed to the Purchasing Agent, 1305 Hancock Street, Quincy, Massachusetts. If the bid is made by an individual it must be signed by the full name of the bidder, whose address must be given; if it is made by a firm - (partnership) - it must be signed with the co-partnership name and by a member of the firm, and the name and residential address of each member of the firm must be given. If made by a corporation it must be signed by the proper officer in the corporate name, and the corporate seal must be attached to such signature. A certificate under oath authorizing the proposal or contract signature as legal and binding upon the corporation must be submitted with the proposal, especially before a contract is issued. No telegraphic or telephonic proposal will be considered or accepted.

III. PROPOSALS

Blank spaces in the proposal must be properly filled in, using ink, indelible pencil or typewriter. Alterations by erasure or interlineation must be explained or noted in the proposal over the signature of the bidder. Unless otherwise stated bids will be received on one or more or all items, and the bidder may name a lump sum conditional on two or more items being awarded to him. Bidders are invited to be present at the opening of proposals. Bidders must specifically quote on units as shown on specification sheet. In case of error in extension of prices, the unit price will govern.

IV. QUANTITIES

The quantities given are approximate, meaning more or less and are herein given and attached and are a part of the bid and/or proposal.

1. V. QUOTATION OFFERED:

2. (a) Firm price bids will be given first consideration. The city desires to have the advantage of any general
3. price decrease effective during the life of the contract, Will you, if the successful bidder, so grant?

4. (b) All quotations must be properly and correctly extended against each unit price offered.

5. (c) Every quotation sheet must be labeled at the bottom right hand section with the bidder's firm name, This
6. identification shall not be considered as a signature.

7. (d) Upon signing and offering his or their bid to the City, it shall be considered that he has seen, read and
8. had in his possession a full and complete bid call, all forms and information pertaining thereto.

9. VI. SAMPLES

10. Whenever samples are required, and so stated in specifications, all samples will be received at sender's risk
11. and expense. However, if samples are used by or retained as City Property, other than those considered as gift or
12. free or so stated in proposal, they will be paid for at the quoted unit price as offered in the proposal. Otherwise, all
13. samples will be returned with postage paid by the City. All samples must be properly marked or tagged with
14. complete identification and to also include: (1) firm name, (2) firm address, (3) catalogue number, and (4) quoted
15. price.

16. VII. PRODUCT

17. (a) The product shall meet the requirements and satisfaction of the City of Quincy and the using and/or
18. ordering department, Bidders must state and identify the product offered, such as manufacturer's name, trade
19. name, brand name and quality under each item on which they bid. If brand names are not given under each item, it
20. shall be considered "NO BID." WE MUST KNOW WHAT HAS BEEN OFFERED.

21. (b) Unless otherwise stated in writing under "Detailed Specifications" all products, material,
22. commodities, supplies or articles herein called for must be brand new, unused and the latest product manufactured
23. in the current year of any name and nature, whenever offered. Used or rebuilt or shopworn materials will not be
24. acceptable, unless otherwise stated in writing by the City.

25. VIII. BRAND NAMES

26. Wherever brand names are given or their particular specifications are mentioned or referred to, it is not the
27. City's intent to limit competition, but merely to indicate to the bidder the general type of commodity to be supplied.
28. The City invites bids on comparable commodities in all cases. All specifications and its basis are: "Or Equal."

29. IX. TERMS

30. The cash discount period shall not be less than twenty (20) days. All prices quoted or offered shall be net
31. and delivered F.O.B. using or ordering department. The cash discount will not be considered for a deciding factor
32. when determining the low bidder.

33. X. DELIVERY

34. All deliveries shall be as required and requested according to the using and/or ordering department. All
35. goods must be delivered in first class condition, if otherwise, they are subject to rejection. All deliveries shall con-
36. form in every respect with all laws applicable to the Federal Government and/or the Commonwealth of
37. Massachusetts and/or the City of Quincy.

38. The contractor shall be responsible for the delivery of the full net weight or count at the point of delivery for
39. which payment is made. Check weighing may be made by the City or any authorized representative at the point of
40. delivery or at any other point the City may elect. All original sworn certificates of weights at origin shall be attached
41. to the contractor's certificate of weight at time and place of delivery. The same shall be surrendered to the City of
42. Quincy.

43. Should the successful bidder fail to make delivery within a reasonable time after receipt of order, the City
44. Reserves the right to make the purchase on such orders at the open market and charge any excess over contract price
45. to the account of the successful bidder, who shall pay the same.

46. XI. TAXES

47. A tax exemption certificate will be issued in lieu of any refundable tax. It is desired that all prices be
48. quoted, exclusive of any tax applicable to this transaction. Such tax or taxes should be itemized and shown as a
49. separate rare item, preferably in dollars and cents, in both the proposal and on the invoices covering deliveries on a
50. contract. If the tax is applicable to this transaction, and is not definitely shown in the bidder's quotation, then such
51. quotation will be considered to be exclusive of such tax.

1. XII. INVOICING

2. Every commodity invoiced must be identified with the item number opposite such commodity shown and
3. Given on our bid form. All unit prices must be shown against each commodity invoiced; if not, invoice will be
4. returned for such information. This information will expedite the payment of all invoices. Invoices which do not
5. carry a cash discount period shall be rendered once a month. All invoices shall be rendered in triplicate to the
6. Purchasing Department, 1305 Hancock Street, Quincy, Massachusetts 02169.

7. XIII. PAYMENTS

8. Complete or partial payment on the contract will be made in approximately thirty days from date of
9. delivery or completion and acceptance, unless otherwise provided for in bidder's proposal or under "Detailed
10. Specifications."

11. XIV. FORCE MAJEURE CLAUSE

12. (a) The contractor will be excused from the performance of the contract in whole or in part, only by reason
13. of the following causes:

14. 1. When such performance is prevented by operation of law.
15. 2. When such performance is prevented by an irresistible super human cause.
16. 3. When such performance is prevented by an act of the public enemies of the Commonwealth of
17. Massachusetts, or of the United States of America, or by strike, mob violence, fire, delay in transportation beyond
18. the control of the contractor, or unavoidable casualty.
19. 4. When such performance is prevented by the inability of the contractor to secure necessary materials,
20. supplies or equipment by reason of:

21. (a) Appropriation or use thereof by the Federal Government; or

22. (b) Regulations imposed by the Federal Government.

23. (b) No other Force Majeure Clause or conditions may pertain to or become a part of this bid; and any
24. changes in the conditions stated herein will cause the bid to be rejected.

25. XV. ERRORS AND OMISSIONS

26. The contractor shall not be allowed to take advantage of any errors and/or omissions in these specifications
27. or in the contractor's specifications submitted with his proposal. Full instructions will always be given when such
28. errors or omissions are discovered.

29. XVI. PATENT RIGHTS

30. The contractor agrees to save, keep, bear harmless and fully indemnify the City and any of its officers or
31. agents from all damages, costs, or expenses in law or equity that may at any time arise or to be set up for any
32. infringement of the patent rights of any person or persons in consequence of the use of the City, or by any of its
33. officers or agents, of articles supplied under this contract, and of which the contractor is not the patentee or
34. assignee, or which the contractor is not lawfully entitled to sell.

35. XVII. DEFINITIONS

36. The following meanings are attached to the defined words when used in these specifications and the
37. contract:

38. (a) The word "City" means The City of Quincy, Massachusetts.

39. (b) The word "Bidder" means the person, firm or corporation submitting a bid on these specifications or
40. any part thereof

41. (c) The word "Contractor" means the person, firm or corporation with whom the contract is made by
42. carrying out the provisions of these specifications and the contract.

43. (d) The words "Firm Price" shall mean a guarantee against price increase.

44. (e) Additional definitions may appear hereinafter under "Detailed Specifications."

45. XVIII. AFFIDAVIT and/or AGREEMENT

46. In all instances, the Affidavit terms and agreement contained herein shall become a part of the bid, and/or
47. proposal and/or contract in fact and without any reservation or secret evasion whatsoever.

48. The bidder named in the proposal and who has signed the same and who submits herewith to THE CITY
49. OF QUINCY, MASSACHUSETTS, the attached proposal states and agrees:

50. That he, she or they is (are) the person(s) whose name(s) is (are) signed to there hereto attached proposal; that
51. said proposal is genuine; that the same is not sham or collusive; that all statements of fact therein are true; that
52. such proposal was not made in the interest of behalf of any person, partnership, company, association, organization
53. or corporation not therein named or disclosed.

1. Affiant further deposes and says: That the bidder has not directly or indirectly by agreement,
2. communication or conference with anyone attempted to induce action prejudicial to the interest of the public body
3. which is to award the contract, or of any other bidder, or anyone else interested in the proposed contract; that the
4. bidder has not in any manner sought by collusion to secure for himself, itself, themselves, an advantage over any
5. other bidder.

6. Affiant further deposes and says that prior to the public opening and reading of bids the said bidder:

7. (a) did not, directly or indirectly, induce or solicit anyone else to submit a false or sham bid;

8. (b) did not, directly or indirectly, collude, conspire, connive or agree with anyone else that said bidder or
9. anyone else would submit a false or sham bid, or that anyone should refrain from bidding or withdraw his bid;

10. (c) did not, in any manner, directly or indirectly, seek by agreement, communication or conference with
11. anyone to raise or fix the bid price of said bidder or of anyone else, or to raise or fix any overhead, profit or cost
12. element of his, its, their price or that of anyone else;

13. (d) did not, directly or indirectly, submit his, its, their bid price or any breakdown thereof, or the
14. contents thereof, or divulge information or data relative thereto, to any corporation, partnership, company,
15. association, organization, bid, depository, or to any member or agent thereof, or to any individual or group of
16. individuals, except to the awarding authority or to any person or persons who have a partnership or other financial
17. interest with said bidder in his, its, their business.

18. Bidder shall strike out words not appropriate to his bid and initial same.

19. XIX. INSURANCE

20. An approved and satisfactory bona fide certificate of insurance in effect, to protect the insured, the con-
21. tractor and the City of Quincy resulting from this agreement, must be submitted to the City of Quincy through the
22. Purchasing Agent before any work of any name or nature can be started. This insurance must cover workmen's
23. compensation, public liability and property damage. The certificate of insurance must clearly state thereon that it
24. is a Certificate of Insurance, name of the insured and his or their address, kind of policies in effect, number of the
25. policy in effect for identification purposes, expiration date of said policy, limits of liability expressed in dollar value
26. for one person, for one accident, also the aggregate for each person and each accident, description of operations or
27. work covered and in what State or Commonwealth. There must also be a statement under signature to the effect
28. that, "in the event of cancellation of the said policies the company will mail notice thereof to the City of Quincy
29. Purchasing Agent, at 1305 Hancock Street, Quincy, Massachusetts at whose request this certificate is issued." This
30. certificate must be properly dated and legally signed by an authorized agent for the insurance company. This
31. certificate must state the name of the insurance company as underwriter and its home office address. All insurance
32. must satisfy all legal requirements as set forth in the laws, rules and regulations of the Commonwealth of
33. Massachusetts.

34. XX. CONTRACT

35. (a) The bidder to whom the award is made will be required to enter into a written contract with the City of
36. Quincy, in the form approved by the City Attorney. All materials or services given or supplied by the Contractor
37. shall conform to the applicable requirements of the City Charter, City Ordinances, or Commonwealth of
38. Massachusetts laws covering Labor, Wages, Insurance, Safety and all other legal requirements of any name or
39. Nature, as well as conforming to the specifications contained herein. In case of default by the Contractor, the City
40. reserves the right to procure the articles or services from other sources and to hold the Contractor responsible for
41. any and all excess costs occasioned by the City thereby.

42. (b) The period to be covered by the contract will be found under "Detailed Specifications."

43. (c) The City makes no guarantee as to the quantities to be delivered under the terms of the contract.

44. (d) The City reserves the right to order small quantities at the quoted prices prior to the execution of the
45. contract, as samples, testing, trial orders otherwise without any liability or commitment on the part of the City
46. whatsoever.

47. (e) Any qualifications or special information can be listed on a separate sheet and attached hereto with
48. signature.

49. (f) Any and all city purchases made as samples, testing, trial orders or of similar nature shall not be
50. considered a breach of contract or give cause for any legal action or litigation.

51. (g) Specifications, conditions, and Information and Instructions to Bidders are here attached and are a
52. part of the bid and/or proposal.

PROPOSAL TO CITY OF QUINCY, MASSACHUSETTS

1. To the Purchasing Agent
2. City of Quincy, Massachusetts

3. Date offered: _____ 20____

4. Gentlemen:

5. The undersigned hereby proposes to furnish the City of Quincy, complete or any part thereof, the listed services,
6. articles, commodities and materials, all in accordance with the attached list, conditions, specifications and the Information
7. and Instructions to Bidders made a part hereof.

8. The undersigned furthermore agrees that he will execute the necessary and satisfactory bond together with
9. necessary contract in sextuplicate within ten (10) days from the date when he shall have been notified that his proposal
10. has been accepted in whole or in part by the City of Quincy.

11. The undersigned furthermore agrees that, in case of default in executing such contract, with necessary bond, that
12. the check accompanying this bid, and the money payable thereon, shall be fortified thereby to and remain the property
13. of the City of Quincy.

14. This offer and/or proposal has been given after having had the complete bid call to work from and considered
15. the same.

16. This offer and bid has been made and given all in accordance with Article and Paragraph Number Eighteen
17. (XVIII) and made a part hereof.

18. TERMS:

19. (a) The discount period shall not be less than twenty (20) days.
20. (b) The City will receive the benefit of any general price decrease effective during the life of the contract.
21. (c) The City will be notified of all price decreases.
22. (d) This is a *firm price* meaning guarantee against price increase.
23. (e) Delivered F.O.B. to using department, as directed.

24. (f) This offer to be accepted on or before _____ 20____

25. Delivery Offered: _____

26. Priority Required: _____

27. Firm Name: _____

28. Signed by: _____ Signature and Title _____ Corporate Seal or E.S.

29. Address: _____

30. Signature of Partners: 1. _____ 2. _____

31. " " " 3. _____ 4. _____

32. Name of Corporation President: _____

33. Name of Corporation Secretary: _____

34. Corporation organized under State of: _____ Date: _____

35. Partner's Residential Address:

36. 1. _____

37. 2. _____

38. 3. _____

39. 4. _____



CITY OF QUINCY
Purchasing Department
1305 Hancock Street, Quincy, MA 02169

Phone: (617) 376-1060

Fax: (617) 376-1074

SIGNATURE AUTHORIZATION

At a duly authorized meeting of the Board of Directors of the

(NAME OF CORPORATION)

held on _____, at which all the Directors were present or waived notice, it was
(DATE)

VOTED, that:

(NAME)

(OFFICER)

of this company, be and he/she hereby is authorized to execute Contracts and Bonds in the name and behalf of said Company, and affix its Corporate Seal thereto, and such execution of any Contract or obligation in this Company's name on its behalf by such _____ under seal of the Company, shall be valid
(OFFICER)

and binding upon this Company. It was further voted that the City of Quincy may rely on such authorization of future Contracts until notified to the contrary.

A true copy,

ATTEST: _____
(CLERK'S SIGNATURE)

PLACE OF BUSINESS: _____

DATE OF THIS CONTRACT: _____

I hereby certify that I am the Clerk of the:

(COMPANY)

that

(NAME)

is the

duly elected _____ of said Company, and that the above VOTE has not been
(TITLE)

amended or rescinded and remains in full force and effect as of the date of this Contract.

CORPORATE SEAL



CITY OF QUINCY
Purchasing Department
1305 Hancock Street, Quincy, MA 02169

Phone: 376-1060

Fax: 376-1074

TAX COMPLIANCE CERTIFICATE
MASS. GENERAL LAWS, CH. 62C, S: 49A(b)

I hereby certify that pursuant to MGL Chapter 62c, section 49a, I have complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding of child support. This is being signed under the pains and penalties of perjury.

(1) Individual Contractor

(Contractor's Name and Signature)

Social Security Number

(2) Corporation, Association
or Partnership

(Contractor's Name)

Federal Tax ID Number, or
Social Security Number

By:

(Authorized Signature)

CERTIFICATE OF NON – COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union committee, club, or other organization, entity, or group of individuals.

(Name of person signing bid or proposal)
(Please print)

(Signature required)

(Name of business)

INDEMNITY AGREEMENT

In consideration of the award of Contract No. _____
by the City of Quincy, hereinafter referred to as INDEMNITEE, to the CONTRACTOR/BIDDER:

hereinafter referred to as INDEMNITOR, and for other good and valuable consideration, said INDEMNITOR agrees to hold INDEMNITEE, City of Quincy, and its various department and employees harmless from any and all liability, loss or damage that INDEMNITEE may suffer as the result of claims, demands, costs, including attorneys fees, or judgement or other actions against it by reason of any and all work done by or on behalf of the INDEMNITOR in connection with the above-referenced contract.

INDEMNITOR,

By Duly Authorized Agent

Date: _____

REFERENCE LIST

All vendors are to fill out the following reference form, and submit it with the bid package, with similar work over the last 3-5 years.

Reference #1 Name: _____

Address: _____

Telephone: _____

Fax: _____

Email: _____

Reference #2 Name: _____

Address: _____

Telephone: _____

Fax: _____

Email: _____

Reference #3 Name: _____

Address: _____

Telephone: _____

Fax: _____

Email: _____

Reference #4 Name: _____

Address: _____

Telephone: _____

Fax: _____

Email: _____

QUINCY PUBLIC SCHOOLS
School Bus Bid
July 2015

General:

Quincy Public Schools is soliciting bids from factory authorized school body distributors for the lease/purchase of three to four Conventional 24 Passenger Yellow (Type 2) School Buses with Capacity for 14 to 18 Integrated Pull Down Child Restraints two Conventional 71 to 77 Passenger School Buses with undercarriage storage. Buses shall be new and unused. Buses will be registered, insured, maintained, and operated by Quincy Public Schools. In addition to the buses, Bidders shall maintain a place of business within 50 miles of Quincy that is staffed on a full-time basis with parts and service personnel. It is expected that the bidder have an adequate inventory of spare parts to insure that Quincy's fleet is operational at all times.

Cost:

Quincy shall pay for the buses in three (3) payments for the lease/purchase of the school buses. The first payment being paid thirty (30) days after receipt of buses, the second September 1, 2015, and the third September 1, 2016. The annual amount per bus on the bid form shall include all fees including but not limited to all delivery and dealer prep, warranty, in-service training, all fees associated with financing, and the units as described. No additional amount will be paid to the bidder. A copy of the lease documents shall be included in the submittal.

Award:

The basis for award shall be to the responsive bidder who can meet the delivery timeline established by Quincy Public Schools with the lowest overall cost. This will be determined by the purchase price or the sum of the three years if a lease/purchase option is selected, and only to a bidder who is in complete compliance with the specifications. Bidders shall submit documents which clearly indicate evidence of compliance with the specifications. Bidders' submittal shall include a complete description of the product offered, a complete description of all features as proposed. The submittal shall clearly list all option features by number or code and a list of all dealer installed options. Bidders who fail to submit a bid in the format as specified, submit incomplete bids, or bids not in compliance with the specifications shall be deemed non-responsive.

Specifications:

Wherever brand names are given or their particular specifications are mentioned or referred to, it is not the City's intent to limit competition, but merely to indicate to the bidder the general type of commodity to be supplied. The city invites bids on comparable commodities on all cases. Whenever, in any contract documents, any article, materials, or equipment are described by use of a proprietary product, or by using the name of a manufacturer or vendor, the term "approved equal" if not inserted is implied.

BID FORM:

Payment schedule for the three to four Conventional 24 Passenger Yellow (Type 2) School Buses with Capacity for 14 to 18 Integrated Pull Down as specified.

Purchase of vehicle

Purchase price per bus \$ _____

Lease/Purchase with \$1.00 Buy out

Lease/Purchase
Cost Per Bus

- A.) Initial payment within 30 days of delivery: \$ _____
- B.) Payment two, September 1, 2015: \$ _____
- C.) Payment three, September 1, 2016: \$ _____
- D.) Payout price September 1, 2016 \$ _____ 1
- E.) TOTAL COST: \$ _____

Quincy Public Schools will determine number of vehicles and method of purchase/straight lease or lease/purchase, determined by funding availability.

Required delivery date is: On or before December 31, 2014

Award to be based on the lowest RESPONSIVE and RESPONSIBLE bidder meeting all the specifications and submission requirements with the lowest total cost as indicated above.

BID FORM:

Payment schedule for the two Conventional 71 to 77 Passenger School Buses as specified.

Purchase of vehicles

Purchase price per bus \$ _____

Lease/Purchase with \$1.00 Buy out

Lease/Purchase
Cost Per Bus

- A.) Initial payment within 30 days of delivery: \$ _____
- B.) Payment two, September 1, 2015: \$ _____
- C.) Payment three, September 1, 2016: \$ _____
- D.) Payout price September 1, 2016 \$ _____ 1
- E.) TOTAL COST: \$ _____

Quincy Public Schools will determine number of vehicles and method of purchase/straight lease or lease/purchase, determined by funding availability.

Required delivery date is: On or before December 31, 2014

Award to be based on the lowest RESPONSIVE and RESPONSIBLE bidder meeting all the specifications and submission requirements with the lowest total cost as indicated above

BIDDER'S CHECKLIST

A YES/NO answer is required on each item.

1. _____ Bidder is an authorized distributor for the products bid with a place of business within the radius required which is fully staffed with parts and service personnel.
2. _____ Bidder agrees to provide warranty repairs in Quincy when appropriate.
3. _____ Bidder has included all warranty certificates in their submittal.
4. _____ Bidder agrees to the delivery date as specified.
5. _____ Bidder has included firm prices on bid forms for the base bid.

**City of Quincy Specifications
Minimum Requirements**

Description:

Conventional 71-77 Passenger School Bus

- 2014 or Newer, New and unused
- Wheel Base 276 inches
- GVW 29,800 lbs
- 10,000 lb. Front axle I beam type
- Parabolic front taper leaf springs
- 19,800 rear suspension Variable rate
- Frame Rails 50,000 PSI Yield
- Air Brakes (dual system) ABS
- Automatic Slack adjusters
- Brakes Front Air Cam 15.0" x 4.0" long stroke brake chambers
- Brakes Rear Air Cam 16.5" x 7.0" long stroke brake chambers
- AM/FM radio with 4 speakers
- Air Dryer with Heater Bendix (AD-9)
- Front bumper thickness ¼"
- Air Compressor 13.2 cfm (Bendix Tru Flo 550)
- Power Steering gear (Ross TAS-66)
- Two spoke steering wheel
- Exhaust Stainless Steel muffler with Catalytic Converter
- Aluminized tail pipe mounted right side rear through the bumper
- 12 volt Electrical system
- Alternator (Bosch LH200) 200 Amp minimum
- Batteries (2) minimum 1300cca total Driver's side tray mount for easy access (locking)
- Fuse panel to have outside access with locking door
- Fuses Blade type with Manual reset (automatic reset not acceptable)
- Two Electric horns
- Backup alarm
- Hood Fiberglass Easy tilt with assist spring
- Ignition Keyed alike
- Engine Diesel with a minimum of 215hp., 6 cylinder wet sleeved diesel
- Grid heater
- Magnetic oil drain plug
- Oil filter spin on type
- Keyed shutdown
- Fuel and water separator attached to engine
- Fuel filter engine mounted
- Throttle hand control Electronic

- Road speed governed to 70 mph
- Aluminum Radiator with charge air cooler
- Fan Drive Viscous type
- Anti freeze extended life to -40 degrees F
- All heater hoses constant torque
- Air cleaner Single element
- Transmission Allison 2500 with synthetic oil
- Gear ratio capable of highway speeds
- Fuel tank 65 gallons right side with completely enclosed cage with fuel door
- Gauges Dashboard mount:
 - Odometer with trip reset and engine hours
 - Warning system: low fuel, oil pressure, engine temperature, low battery voltage
 - Tachometer
- Headroom 78"
- 36" Front Door (Air operated outward opening door)
- Perforated headliner full body length
- Roof bow 14Ga one piece construction
- 4 rub rails Ga Steel
- Body panels 16 Ga
- Rear bumper 12" high minimum .188 thick
- 3" extension on rear bumper
- Floor black Koroseal
- Floor 5/8" plywood sub floor
- Fiberglass insulation minimum 1.5" sides and roof
- Body undercoated fire resistant, water based
- 2 Vertical hinged Emergency windows on each side
- 2 emergency hatches on roof with pop 2 way vents
- Static roof vent
- Tempered glass
- Step treads Koroseal Pebble top with white nosing
- Dual 6.50" center defogger fans
- 90,000 Btu drivers heater
- 84,500 Btu rear heater
- 50,000 Btu stepwell heater
- Heater water pump self priming
- Heater cut off valve gate 3/4"
- Drivers seat to be adjustable high back with 3 point harness seat belt
- Drivers seat height adjustable and reclining
- Drivers seat to be cloth covered
- Seats passenger 42 oz gray vinyl
- Seat belt ready seats
- Stainless steel hand rail at entrance door

- Stop Arm
- 8-Light Warning System
- Visors over 8-Lights
- 8-Light Monitor
- Red light over rear emergency door
- All switches to be rocker type
- Stop arm Specialty 5400
- Mirrors Cross View and rear view to be heated
- Windshield wipers delay feature
- Windshield washer with 6 qt. Capacity
- 6 x 30 Visor for drivers area transparent
- Mud flaps front and rear wheels
- Tires rear 11R 22.5 Continental M&S 16 ply
- Tires front 11R 22.5 Continental 16 ply
- No child left behind, driver must go to the back of the bus before exiting,
- Electronic check
- Undercarriage/underfloor curbside and street side storage with locking latches.
Maximum size available. Indicate size: _____
- Must meet or exceed all Federal and MA minimum Specifications for operation of a School Bus in the state IE: Chock blocks - Rubber, First Aid and Spill Kit, Fire extinguisher, etc.
- Decals to the specification of the City of Quincy and the State of MA. Specs to pass school bus inspection
- All buses must include all items to pass MA school bus inspection i.e.: Safety equipment and decals
- All pricing is to be delivered with no additional expense to the City Of Quincy

Service Towing 60 month / 100,000 miles, service call to the vehicle or towing to the nearest International dealership for a non-drivable unit in conjunction with an International warrantable failure: \$ 250.00 USA maximum benefit per incident.

Note: All exceptions to these specifications are to be noted on a separate paper.

It is the Right of the Quincy Public Schools to determine what equipment is in the best interest of the Schools.

Specifications
Quincy Public Schools
Chevrolet Mid Bus (or Equivalent)
24 Passenger

Chassis:

2014 or Newer – New (not used) Chevrolet Cutaway chassis model CG33503 with all standard equipment plus the following options:

- 139" Wheelbase
- 12,300 GVW
- Single HD battery
- 4 Wheel anti-lock brakes
- V-8 gasoline engine 300 HP
- 33 Gallon fuel tank
- 145 amp alternator
- HD cooling
- LT225/75R16D radial tiresfa
- Automatic transmission
- School bus package B3D
- Factory front A/C

Body:

2014 or Newer – New (not used) Mid Bus 5/0 with all standard equipment plus the following options:

- Roof hatch
- Tinted glass
- One vertical push-out emergency window per side
- 9" Window stops
- Static roof vent
- Black rails
- Black around warning lights
- Black hood
- Reflective tap package
- AM/FM with 4 speakers
- Defroster fan
- Red light over rear door
- Stop arm
- 8 Light school bus warning system
- Visors over warning lights
- 8 Light monitor
- 50,000 BTU rear heater
- 6 X 16 interior mirror
- Certificate holder
- Front tow hooks
- Rear mud flaps
- Heated mirrors
- Snow rail
- (2) 39" seat barriers
- (8) 39" Durastraint child seats with seat belts
- Rear seat must be mounted so that there is 9" of space between the seats and rear wall.

- Capacity 24 students 3 to a seat
- Capacity 14 to 18 children in intergraded seats weight 20-60 lbs.
- Rear exhaust thru bumper
- Lettering and safety equipment included
- Must meet or exceed all Federal and MA minimum Specifications for operation of a School Bus in the state IE: Chock blocks - Rubber, First Aid and Spill Kit, Fire extinguisher, etc.
- Decals to the specification of the City of Quincy and the State of MA. Specs to pass school bus inspection
- All buses must include all items to pass MA school bus inspection i.e.: Safety equipment and decals
- All pricing is to be delivered with no additional expense to the City Of Quincy

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