

**OSCODA AREA SCHOOLS  
INVITATION TO BID  
2012 to 2015 71-PASSENGER SCHOOL BUS**

The Board of Education of the Oscoda Area Schools Iosco and Alcona Counties, Michigan will receive sealed bids for the purchase of a 2012 to 2015 71-passenger school bus until 11:00 a.m. on Tuesday, August 1, 2017, at which time they will be publicly opened. Bid documents are available on the district's website, [www.oscodaschools.org](http://www.oscodaschools.org), or at the Oscoda Area Schools Board of Education Office located at 3550 E. River Road, Oscoda, Michigan 48750, or by calling (989) 739-2033.

All bids must be clearly labeled on the outside of the envelope: **School Bus Bid**. Bid packets should be submitted to Susan Barnhart, District General Manager, Oscoda Area Schools, P.O. Box 694, Oscoda, MI 48750.

Bids must be submitted no later than 11:00 a.m. local time on Tuesday, August 1, 2017. The district will not consider or accept a bid received after the date and time specified for bid submission. Bids will be publicly opened following the bid closing. No email, telephonic, or telegraphic proposals shall be considered.

In compliance with MCL 380.1267, the bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Board, or the Superintendent of the school district. The bid shall also be accompanied by a sworn and notarized statement disclosing whether the bidder is an Iran Linked Business in compliance with PA 517 of 2010, as well as certification that the bidder is not a debarred or suspended vendor. The Board shall not accept a bid that does not include these sworn and notarized disclosure statements.

Price proposals shall be good for 90 days from the bid due date.

Oscoda Area Schools reserves the right to waive any irregularities in bidding, reject any or all bids, accept any bid when, in the opinion of the Oscoda Area Schools, such action will serve the best interest of the Oscoda Area Schools consistent with competitive bidding requirements.

Mary Reitler, Secretary  
Board of Education

**Oscoda Area Schools (OAS)  
Request for Proposal  
2012-2015 Used School Bus  
71 + passenger**

**Date of Issuance: July 14, 2017**

**Bid Due Date: 11 AM, EST, August 1, 2017**

The Oscoda Area School District (OAS), located in Iosco County, Michigan, requests bids from qualified vendors for the delivery of one (1) 2012 model year or newer, 71-passenger school bus. Respondents should indicate whether or not any price discounts are available for purchasing multiple school buses in a single purchase.

**School Bus Specifications**

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OAS seeks bids for a diesel school bus. Specifications are appended to this request for proposal as Exhibit A and are incorporated therein. School bus specifications should generally meet the requirements of Exhibit A, however, where a specific brand is quoted, an equivalent product may be considered where the respondent can demonstrate that, in the opinion of OAS, the alternate product is equivalent to that specified.

**Delivery**

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The purchased school bus(es) must be delivered to the OAS bus garage located at 3550 E. River Rd, Oscoda, Michigan. School bus(es) must be delivered F.O.B. OAS bus garage, meaning that risk of loss remains with the vendor until such time as the school bus(es) have been delivered and accepted by OAS. Destination costs, if any, must be included in the bid.

**Warranty**

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Manufacturer warranties, if available, must be transferrable to OAS and must be transferred to OAS at the time of delivery. Additionally, respondents are asked to provide extended warranty options, which may be purchased at the discretion of the District. Respondents must provide detailed information about both included and optional extended warranties, including what is covered under the warranty.

**Compliance with Michigan Pupil Transportation Act**

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The school bus(es) for which bids are provided must comply with the requirements of Michigan Pupil Transportation Act (Public Act 187 of 1990), as amended. Where the requirements of the OAS specifications and Michigan Pupil Transportation Act conflict, the requirements of the Pupil Transportation Act must be followed and noted in respondent's bid.

**Inspection by the Michigan State Police**

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The selected vendor will be responsible for facilitating an inspection of the new school bus(es) by the Michigan State Police as is required by Michigan Pupil Transportation Act, MCL 257.1843. The Michigan State Police must find that the school bus(es) is/are acceptable for delivery to OAS, which shall be a condition precedent to acceptance and payment by OAS.

## Vehicle Title

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A clean, non-encumbered (no liens) title listing Oscoda Area Schools, 3550 E. River Road, Oscoda, Michigan 48750 as the school bus(es) owner must be delivered to OAS with the school bus(es).

## General Conditions

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1. Proposed prices represent an offer to contract on the part of bidder, and all proposed prices must remain in effect for at least ninety (90) days from the date of receipt of the bid by OAS.
2. No bidder may withdraw a proposal after submission of the proposal to OAS except in case where a bidder demonstrates to the satisfaction of OAS that a material and substantial mistake was made in preparing the proposal, in which event the bidder has 24 hours after receipt of the bid to deliver to OAS a notice in writing that he/she desires to withdraw his/her proposal and stating the reasons therefore. Once a proposal is withdrawn, it may not be re-submitted. Furthermore, if a bidder makes an error in extension of prices in a bid, the unit price shall govern at the discretion of the District.
3. OAS reserves the right to waive any informalities or immaterial omissions or defects in any bid. In the case of error in the extension of prices in the bid or other arithmetical error, the unit (line-item) price shall govern.
4. OAS will not pay any costs associated with the preparation of submission of any bids in response to this RFP.
5. OAS reserves the right to reject any and all bids or accept part and reject part of any bid, with or without cause and for any reason.
6. OAS is a public school district and thus is exempt from any and all sales and/or service taxes. Do not include such taxes in the proposal figures. OAS will furnish the successful bidder with tax exempt certificate upon request.
7. The selected vendor must not be currently debarred, suspended, or proposed for debarment by any federal entity. Submission of a bid in response to this request for proposal represents respondent's acknowledgement that respondent is not debarred, suspended, or proposed for debarment by any federal agency.
8. All deviations from the specifications must be specified in writing by the bidder at the time that the formal bid is submitted. The absence of a written list of requested deviations or exceptions when the bid is submitted will result in the bidder being held strictly liable to the District for the specification or requirements as written. OAS reserves the right to accept or reject any requested exception or deviation.
9. OAS reserves the right to split or abstract any or all bid proposals and award multiple contracts from the same quotation based on price, availability, and service when, in its judgment, it best serves OAS.

The preceding list is provided for informational purposes only, and is in no way intended to be an exclusive list of the terms and conditions that may be imposed upon the responding firm by OAS.

**OAS reserves the right to reject any and all bids received with or without cause, and reserves the right to select the bid which is determined to be in the best interest of OAS.**

## Submission Requirements

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Bids submitted in response to this RFP are to follow the outline described below and must address all requested information. Failure to address any item may result in disqualification of any part or the entire response to proposal.

A. BID FORM

Respondents must complete the attached bid form in its entirety and must submit one signed copy. The bid form must be signed by a representative of respondent that has the authority to bind respondent in legal contract.

B. DESCRIPTION OF THE SCHOOL BUS(ES)

Respondents must include a detailed specification sheet(s) describing, in detail, each school bus for which the vendor is submitting a bid. Respondents must describe in writing any deviations from specifications as described in Exhibit A.

C. WARRANTY DESCRIPTION

Respondents must include a detailed description of the school bus warranty, if any, provided with the purchase of each school bus quoted in respondent's bid.

D. TIMELINE

Respondents must include a detailed timeline of expected delivery for each school bus quoted in respondent's bid.

E. OAS PROPOSAL FORMS

1. FAMILIAL DISCLOSURE STATEMENT

Please include a completed copy of the attached OAS familial disclosure statement. *(This form must be completed and notarized even if no familial relationship exists.)*

2. IRAN ECONOMIC SANCTIONS ACT COMPLIANCE

Bidders must include a completed copy of the attached OAS Iran Economic Sanctions Act compliance form.

3. SUSPENDED OR DEBARRED VENDOR FORM

Bidders must include a completed copy of the attached suspended or debarred vendor form certifying that the bidder is not a federally suspended or debarred vendor.

All proposals shall be submitted in a sealed envelope clearly marked, "SCHOOL BUS BID". **Proposals shall be mailed or delivered in person** to OAS District General Manager, Susan Barnhart, at 3550 River Rd., P.O. Box 694, Oscoda, Michigan 48750. **Neither Facsimile nor e-mail bids will be accepted. Proposals must be received by OAS at or before 11:00 AM, EST on August 1, 2017.** Proposals received after the deadline will be disqualified and returned unopened.

### Questions

Please direct all questions regarding this request for proposals to OAS District General Manager Susan Barnhart, at [barnharts@oscodaschools.org](mailto:barnharts@oscodaschools.org).

**Oscoda Area Schools  
2012-2015 Used School Bus  
71+ Passenger  
Bid Form  
Bids Due 11:00 a.m. EST on August 1, 2017**

This offer (bid) has been prepared after our examination of the complete request for proposal, together with their related documents. The undersigned submits the following offer to enter into a contract with the Oscoda Area Schools and agrees to complete performance in accordance with this RFP:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Authorized Representative Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Respondents must provide detailed pricing sheets for each school bus for which a bid is provided with the total cost of each school bus representing the amount to be included in this section as the total bus price.**

**Price for the Purchase and Delivery of Diesel School Buses**

	Bus One	Bus Two	Bus Three	Bus Four
2012-15 71+ passenger school bus	\$ _____	\$ _____	\$ _____	\$ _____

**Optional, Extended Warranty\*** (*may be purchased at the discretion of the District*)

Warranty description, including term and coverage (attach additional information as necessary):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Optional, Extended Warranty Cost: \_\_\_\_\_

\*The base warranty meeting the requirements of this RFP must be included with the base school bus price above.

**Authorized Representative Signature:**

I certify that the information contained on this form is true and accurate and that the presentation of this information to OAS represents an offer to contract and that acceptance by OAS of this offer will bind me to performance under the terms and conditions of the RFP.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **Exhibit A**

### **Oscoda Area Schools 2012-15 Used School 71+ Passengers Specifications**

Unitized construction = Bus chassis and body shall be built on same line.

Body style: Conventional

Transmission: Automatic

Front axle wheel bearings: oil lubed (wet hub)

Brakes: Hydraulic Brake System with 4 wheel ABS.

Electrical: Standard 12v system

Paint: National school bus yellow, Black accent where applicable

Fuel System: Diesel, 100 gallon tank preferred

Tire / Wheel: Radial tubeless design 11R22.5 in size, Steer type tires on all 6 positions, tires are to be balanced

Bus must be in compliance with Federal Motor Safety Standards, Michigan Motor Vehicle Codes, and Michigan State Police School Bus Standards

Vehicle to be delivered to Oscoda Area Schools

Complete in accordance to specification.

All charges (delivery and prep. fees) to be included in bid price, no additional charges will be accepted

**Oscoda Area Schools  
Request for Proposal  
Used School Bus  
Bid due by 11:00 a.m. EST on August 1, 2017**

**BID DISCLOSURE STATEMENT - FAMILIAL RELATIONSHIP**

Pursuant to MCL 380.1267 (Public Act 232 of 2004), a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Oscoda Area Schools Board or the Oscoda Area Schools Superintendent must be accompanied with the bid. Bids without this disclosure statement will not be accepted.

The members of the Oscoda Area Schools Board are: **Tony Johnson, Donald R. Ellis III, Mary Reitler, Tim Kellstrom, Dan Schlink, Rose Fulton, William Gaines**, and the Superintendent of the Oscoda Area Schools is **Scott M. Moore**.

The following are the familial relationship(s):

<u>Owner/Employee Name:</u>	<u>Related to:</u>	<u>Relationship:</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

Attach additional pages if necessary to disclose all familial relationships.

There is no familial relationship that exists between the owner or any employee of the bidder and any member of the Oscoda Area Schools Board, or the Oscoda Area Schools Superintendent.

The undersigned, the owner or authorized representative of bidder: \_\_\_\_\_ does hereby represent and warrant that the disclosure statements herein contained are true.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature of Bidder Representative

\_\_\_\_\_  
Title

STATE OF MICHIGAN        )  
  ) ss  
COUNTY OF \_\_\_\_\_)

This instrument was acknowledged before me on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by \_\_\_\_\_.

\_\_\_\_\_ County, Michigan

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Acting in the County of: \_\_\_\_\_

**Oscoda Area Schools  
Request for Sealed Bids  
2012-2015 Used School Buses  
Bid Due by 11:00 a.m. EST on August 1, 2017**

**AFFIDAVIT OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT**

Michigan Public Act No. 517 of 2012

**This form must be notarized and included with bidder's quote**

The undersigned, the owner or authorized officer of the below-named contractor (the "Contractor"), pursuant to the compliance certification requirement provided in the Oscoda Area Schools (the "School District") Request for Proposal (the "RFP"), hereby certifies, represents and warrants that the Contractor (including its officers, director and employees) is not an "Iran linked business" within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the "Act"), and that in the event Contractor is awarded a contract as a result of the aforementioned RFP, the Contractor will not become an "Iran linked business" at any time during the course of performing any services under the contract.

The Act defines an Iran Linked Business as an individual or any entity, including all successors, parent companies, subsidiaries and companies under common control, engaged in investment activities of \$20,000,000.00 or more with the energy sector of Iran, including providing of products used to construct or maintain oil or liquefied natural gas pipelines.

The Contractor further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or two (2) times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of the School District's investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a Request for Proposal for three (3) years from the date it is determined that the person has submitted the false certification.

**Bidder:** \_\_\_\_\_

**By:** \_\_\_\_\_

**Its:** \_\_\_\_\_

STATE OF MICHIGAN

COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me on the \_\_\_\_ day of \_\_\_\_\_ 20\_\_ by

\_\_\_\_\_  
*Notary Public (Print Name)*

\_\_\_\_\_  
*Notary Public (Signature)*

My Commission Expires: \_\_\_\_\_

Acting in the County of: \_\_\_\_\_

**OSCODA AREA SCHOOLS  
DEBARRMENT AND SUSPENSION CERTIFICATION  
Proposal for Used School Bus(es)  
Proposal Due by 11:00 a.m. EST on Tuesday, August 1, 2017**

Choose one alternative:

The Proposer certifies to the best of its knowledge and belief that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
2. Have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or Contract under a public transaction; violation of federal or state antitrust statutes or commission or embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in Paragraph 2 of this certification; and
4. Have not within a three-year period preceding this Proposal had one or more public transactions (federal, state or local) terminated for cause or default.

OR

The Proposer is unable to certify to all of the statements in this certification, and attaches its explanation to this certification. (In explanation, certify to those statements that can be certified to and explain those that cannot.) The Proposer certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this certification and understands that the provisions of Title 31 USC § Sections 3801 are applicable thereto.

Executed in (city and State): \_\_\_\_\_

Name (print): \_\_\_\_\_

Authorized signature \_\_\_\_\_

Date \_\_\_\_\_