

**ROCKWOOD SCHOOL DISTRICT**

**REQUEST FOR QUOTE**

**RFQ No.:** **RFQ112TRNSUS**

**Title: Sale of Used School Buses**

**Issue Date: December 8, 2021**

**Sealed Bid Due Date: December 21, 2021 @ 2:00 p.m., CST**

**1. GENERAL INTRODUCTION TO BIDDERS**

The Rockwood School District (the District) is accepting sealed bids for the sale of thirty (30) school buses. **Each bus has a minimum bid of $39,500**. The District reserves the right to reject any bid that doesn’t meet the minimum price. The buses will be made available for pick-up after February 1, 2022.

**BIDS SHALL BE SUBMITTED TO:**

Coordinator Purchasing

Rockwood School District

111 East North Street

Eureka, Missouri 63025

**All inquiries for information regarding Bid Preparation and Submission Requirements shall be in writing and shall be directed to:**

Brenda Kirchhoefer

Coordinator of Purchasing

Rockwood School District

111 East North Street

Eureka, Missouri 63025

[kirchhoeferbrenda@rsdmo.org](mailto:kirchhoeferbrenda@rsdmo.org)

636.733.2045

All other communications and questions regarding this Request for Quote must be directed to the above individual. Any and all responses to written requests for information and questions will be in writing and will be sent to all known interested parties. Any oral responses will be considered unauthorized and non-binding on the District.

**Important Dates:**

RFQ Issue Date: December 8, 2021

Deadline for RFQ Clarification December 14, 2021

Due Date December 21, 2021 at 2:00 P.M.

Anticipated Board of Education Approval Date January 20, 2022

Final Payment Due Date One Week Prior to Pick Up

Expected Timeframe for Picking Up Buses February 1, 2022 - June 30, 2022

**2. BID PREPARATION AND SUBMISSION REQUIREMENTS**

In order to be considered, proposers must submit one (1) hard copy of the bid and one electronic copy. Bids shall be signed and printed or type written, submitted sealed with the envelope plainly marked with the title and RFQ No.: **RFQ112TRNSUS.**

Bids shall be delivered to:

Coordinator Purchasing

Rockwood School District

**RFQ112TRNSUS**

111 East North Street

Eureka, Missouri 63025

**SEALED BIDS FOR THE PRODUCTS DESCRIBED HEREIN MUST BE RECEIVED BY 2:00 P.M (CST) ON DECEMBER 21, 2021. Bids submitted after that time and date will be rejected.**

**3. TERMS & CONDITIONS**

**INFORMATION**

Rockwood School District offers for sale all items on an “as is, where is” basis. The District does not inspect, test, certify, or provide an express or implied warranty on the items(s) sold. The Buyer accepts the items(s) “as is, where is” and is responsible for their own verification of the item’s condition.

**BID PRICE**

The bid process quoted must be the actual price Rockwood School District will receive. No deductions will be allowed for transportation charges, permits, commissions, etc. Bid price must be entered in the space provided on Exhibit A (Bid Form), which is attached as a separate document.

**AWARD**

The District reserves the right to split the award or to make multiple awards, and to make award on a part or portion of a bid. Award is contingent upon board approval.

**RIGHT TO REJECT**

The District reserves the right to accept any bid, to reject any and all bids, and to waive any irregularities or informalities in any bids. Conditional bids will not be accepted.

**PAYMENT**

Terms of this sale are an **ACH Deposit or** **Check,** payable to *Rockwood School District*, and the successful bidder will make full payment no later than one week prior to pick up.

**BIDS FINAL**

All bids shall be deemed final, conclusive and irrevocable, and no bid shall be subject to correction or amendment for any error or miscalculation. Unsigned bids will be rejected.

**COST OF PREPARATION**

The cost of preparing and submitting a response to this RFQ will be assumed solely by each Bidder, whether or not any agreement is signed as a result of this RFQ.

**OWNERSHIP OF SUBMITTALS**

All completed bids submitted in response to this RFQ become the property of the District upon submission. The District may use the bid for any purpose deemed appropriate. The bid material may become part of any contract between the successful Proposer and the District.

**INSURANCE**

The successful Proposer will be expected to provide the following types of insurance with the described limits:

Comprehensive General Liability $ 1,000,000 per person per occurrence

(Including Contractual Liability)

$ 1,000,000 property damage per occurrence

$ 1,000,000 aggregate all claims per occurrence

Workers' Compensation As required by applicable law

Employer's Liability $ 1,000,000 per occurrence

**EXCEPTIONS**

If a Bidder takes exception to any part of these specifications as written, or as amended by any addenda subsequently issued, or the Agreement, they must do so in writing. Said exceptions must be submitted with the bid. Failure to do so will be construed as acceptance of all items of the specification and the Agreement.

**USE OF INFORMATION**

Any specifications, drawings, sketches, models, samples, data, computer programs or documentation or other technical or business information (“Information”) furnished or disclosed to interested parties under this RFQ, or as the result of this RFQ, shall remain the property of District and, when in tangible form, all copies of such information shall be returned to District upon request. Unless such information was previously known to a party, free of any obligation to keep it confidential, or has been or is subsequently made public by District or a third party, it shall be held in confidence by such party, shall be used only for the purposes of this RFQ, and may not be used for other purposes except upon such terms and conditions as may be mutually agreed upon in writing.

No specifications, drawings, sketched, models, samples, tools, or other apparatus programs, technical information or data, written, oral or otherwise, furnished by any interested party to the District under this RFQ shall be considered to be confidential or proprietary.

**INDEMNITY**

Bidder agrees to indemnify and hold harmless the District and the members of the Rockwood Board of Education, and the District’s officers, employees, servants and agents from and against any and all liabilities, losses, damages, costs and expenses of any kind (including, without limitation, reasonable legal fees and expenses in connection with any investigative, administrative or judicial proceeding, whether or not designated a party thereto) which may be suffered by, incurred by or threatened against the District or any members, officers, employees, servants or agents of the District on account of or resulting from injury, or claim of injury, to person or property arising from Contractor’s actions or omissions relating to this Agreement, or arising out of Contractor’s breach or failure to perform any term, covenant, condition or agreement herein provided to be performed by Contractor.

**NON-DESCRIMINATION**

The District actively follows a policy of nondiscrimination on the basis of age, race, color, religion, sex, national origin, sexual orientation, marital status, disability, and Vietnam-Era-veteran-status.  The District also complies with the following laws and implementing regulations: Title VI and Title VII of the Civil Rights Act of 1964 regarding race, color, national origin, religious and sex discrimination; Title IX of the Education Amendments Act of 1972 regarding sex discrimination; the Americans with Disabilities Act, as amended by the ADA Amendments Act; the Missouri Humans Rights Act; Section 504 of the Rehabilitation Act of 1973 regarding discrimination based on disabilities and handicaps; the Age Discrimination in Employment Act; the Missouri Anti-Discrimination Against Israel Act; and other state and federal laws and regulations.  By entering into this Agreement, Contractor agrees to be bound by all aforementioned laws and regulations. Contractor shall also comply with all legal requirements of the Americans with Disabilities Act and the Missouri Human Rights Act regarding accessibility of facilities and programs, as may apply. Further, Contractor certifies that it is not currently engaged in and shall not, for the duration of this Agreement, engage in a boycott of goods or services from the State of Israel; companies authorized by, licensed by, or organized under the laws of the State of Israel; or companies, persons, or entities doing business in or with the State of Israel.

**4. GENERAL USED BUS SPECIFICATIONS**

1. The District will be selling thirty (30) Class “C” buses with a seating capacity of 71 passengers, all that are 2017 model year. The list of buses being considered for sale are contained in the attached Exhibit A (Bid Form).
2. Buses will be made available for inspection upon request. Please contact Mike Heyman at (636) 733-8501 to schedule an appointment.
3. All buses will meet Missouri State inspection prior to pick up with current state stickers applied.
4. All buses have been part of the fleet excellence award and have been for the last five years.
5. Rockwood School District was recently awarded the Exemplary School Bus Maintenance Award by Missouri’s Department of Elementary and Secondary Education.

**5. BUS SPECIFICATIONS**

All used buses meet or exceed the 2017 Minimum Standards for School Buses.

**Class “C” Bus Specs: All buses will be equipped with the following:**

1. Cummins ISB Engine
2. Block Heaters
3. Hydraulic Brakes
4. 60 Gallon fuel tank
5. Allison Transmission – 5 speed
6. Tires will be 30% tread or better
7. Front and Rear Tow Hooks
8. Front and rear vandal locks
9. 77” Headroom
10. Two (2) roof hatches
11. 50K Stepwell heater, 50K mid ship, 50K rear
12. Crossing arm
13. Front and rear LED stop arm
14. Remote/Heated Exterior Mirrors
15. HB Driver’s seat with armrest
16. Gray Fireblock Upholstery
17. Electric entrance door
18. Extended skirt
19. Tinted Windows
20. Child Check System
21. AM/FM/MP3/PA stereo with 8 speakers
22. White exterior roof
23. 5/8” Plywood floor
24. Full length acoustical headliner
25. Front and rear mud flaps
26. Rear rubber fenders

**The following items are not included in the sale and will be removed prior to the transfer of ownership:**

* Bus Radios
* Bus Cameras
* Hand Sanitizers
* Trash Cans

**6. GENERAL REQUIREMENTS OF SALE**

1. Bidder will complete Exhibit A in Excel format for used buses being offered for sale.
2. This is a line item bid. The sale of each bus will be awarded to the highest, most responsible bidder.
3. Bidders shall present their final and best offer.
4. Upon approval by the Board of Education to proceed with the sale, the District will advise the bidder no later than 10 business days after Board approval to proceed with the purchase.
5. Possession of the buses is expected to take place between February 1, 2022 and June 30, 2022.
6. Should the District incur legal expenses to enforce a provision of this bid, the bidder agrees to reimburse the District for actual costs.

**Bid Certification**

(Must be submitted with Bid)

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

1. By submitting this bid, the bidder is guaranteeing full payment one week prior to pick up.
2. The bidder recognizes the equipment being offered for sale by the District will be reserved

for District’s acceptance at the proposed prices for at least ten business days after the Board grants approval to proceed with sale. The Board is scheduled to review and approve the sale on January 20, 2022.

1. The bidder recognizes they will be required to provide all equipment and labor or compete removal of property.
2. The bidder certifies they have read the RFQ in its entirety and understands the requirements and specifications stated within the RFQ, and any and all exceptions thereof, must be provided to the District in writing as part of the bidder’s proposal.

I’m authorized to submit this bid for the firm listed above. I have certified this bid to be complete and compliant with all specifications unless stated otherwise.

**Signature Required**

|  |  |  |
| --- | --- | --- |
| Authorized Signature: | | Date: |
| Printed Name: | | Title: |
| Vendor Name: | | |
| Mailing Address: | | |
| City, State, Zip: | | |
| Phone #: | Fax #: | Email Address |