



# MELBA SCHOOL DISTRICT

## REQUEST FOR BID (“RFB”) CONVENTIONAL BUSES

MELBA SCHOOL DISTRICT NO. 136 (“MSD”)

DUE: THURSDAY, DECEMBER 3, 2020

@ 10:00AM (MST)

## INVITATION FOR BID

**NOTICE IS HEREBY GIVEN** that bids will be received by the Board of Trustees of Melba Joint School District No. 136, Melba, Idaho, for Conventional Bus(es).

Detailed specifications are available at the Melba School District Administration Office, 511 Broadway, Melba, Idaho, between the hours of 8:00 a.m. and 4:00 p.m., Monday through Thursday.

Sealed bids must be submitted on or before 10:00 a.m. on Thursday, December 3, 2020, to the Melba School District Administration Office, 511 Broadway, Melba, Idaho. Bids received after the stated time and date will not be considered.

The Board of Trustees reserves the right to accept, reject or to select any portion of any or all bids and to waive any technicality. No bidder may withdraw the bid(s) after the opening of such bids unless the awarding of the bid is delayed for a period exceeding thirty days.

Questions should be made in writing via email to Ms. Dalelyn Allen, [dallen@melbaschools.org](mailto:dallen@melbaschools.org), Business Manager.

Sherry Ann Adams, Superintendent  
Melba School District #136

Print Ad: Monday, November 16<sup>th</sup> & 23<sup>rd</sup>, 2020

INVITATION TO BID  
CONVENTIONAL BUS(ES)  
MELBA SCHOOL DISTRICT

**INTRODUCTION**

Melba School District No. 136 (“MSD”) is a public K-12 school district in Melba, Idaho, that serves over 850 students at one elementary school and one junior/senior high school. Students come from three counties in Southwest Idaho. The school district is a major employer in the Melba area.

**OBJECTIVE**

- 1.0: This is an invitation to submit a bid based on the equipment and specifications described in this document.
- This invitation to bid encompasses the furnishing of at least one (1) conventional school bus for the Melba School District #136 with delivery no later than June 15, 2021.
    - If vendor agrees to guarantee the bid price for one-year from the date of the bid opening, subsequent orders (if applicable) will vary from original request in quantity ordered and delivery date. All other terms, conditions, assertions and inclusions still apply.
  - The bus must pass the State of Idaho Department of Education Transportation inspection before MSD will accept and take ownership of the bus.
  - Pricing must include delivery to the Melba School District Transportation Department located at 112 Potato Road in Melba, Idaho 83641.
  - Failure to meet the delivery deadline as specified may result in the contract cancellation.

**RESPONSE INSTRUCTIONS**

2.0: The selected Vendor will provide the equipment and assertions as described below:

**Part 1: General Specifications**

- 1) Bus will meet or exceed all Federal (FMVSS) and Idaho State (SISBO) rules and regulations in effect at time of delivery.
- 2) Supply service manual or software (CD) for the body.
- 3) Supply parts manual, software (CD), or web site access, for the body.
- 4) Body electrical schematic must be provided. The bid will not be awarded to vendors who cannot provide an electrical schematic for each individual bus.
- 5) A print out that provides a list of each part used to build the bus body.
- 6) Standard manufactures’ warranty must be included
- 7) School bus body specifications – type C.
- 8) New model conventional school bus seating capacity: 77 Passenger Body, seated for 71 Passengers.
- 9) Four (4) rub rails painted black.
- 10) Heavy-duty steel front and rear black colored bumper that is braced to allow vehicle to be jacked up by using just the bumper.
- 11) Mud flaps required except when not provided as an option by manufacturer.
- 12) Tow hooks front and rear.
- 13) Automatic Ice Tire Chains.

**Part 2: Construction Exterior Design**

- 1) AIR CLEANER – Heavy duty dry type air cleaner with restriction indicator to measure filter condition with indicator and/or light in dash.
- 2) AXLES
  - a) 10,000 pound front axle minimum with maintenance free spring pins;
  - b) 21,000 pound rear axle minimum with magnetic drain plug;
  - c) Soft ride front and rear parabolic springs that meet or exceed axle capacities;
  - d) Front Springs rated at 10,000lb rear suspension to be 21,000lb air suspension;
  - e) 31,000lb GVW minimum required. Geared for max speed 75 mph.
- 3) BATTERIES – Dual 12 Volt group 31 maintenance free type, 2100 CCA minimum each.

- 4) BRAKES
  - a) Antilock brakes are required and must be 4-channel system for maximum safety.
  - b) Air Disk (please provide this as an option in the bid)
  - c) Air Drum (please provide this as an option in the bid)
  - d) Heavy duty 4 wheel air brake system. 15"X4" front 16 1/2"X7" rear brakes.
  - e) AD-9 air dryer
  - f) Heated auto moisture ejector
- 5) BUMPER
  - a) 1/4" thick heavy duty front bumper, swept back style, matching hood.
  - b) Block heater safety receptacle to be provided in front bumper.
- 6) COOLING SYSTEM
  - a) 750 square inch radiator minimum for optimum engine and transmission cooling.
  - b) Coolant level check with -34 degree anti-freeze protection level.
  - c) Eaton Viscous fan to increase fuel mileage and reduce noise.
- 7) ELECTRICAL
  - a) Chassis wiring all colored and continuously numbered.
  - b) Dual electric horns
  - c) Halogen headlights with daytime running lights.
  - d) Multiplex wiring system body and chassis
  - e) 185 amp alternator required as a minimum.
- 8) ENGINE
  - a) 250HP horsepower, 2013 emission turbo charged, air to air cooled diesel engine minimum.
  - b) Must be in line 6 configuration, with engine variable rate turbo brake.
  - c) Five year 100,000 mile warranty minimum.
- 9) ENGINE HEATERS
  - a) 750 watt minimum block heater, with insulated safety receptacle in front bumper.
  - b) Intake warmer or engine warm up device.
  - c) To include full winterfront.
- 10) FRAME
  - a) Heavy duty 50,000 psi frame with 10" x 3" x 5/16" thick steel minimum.
  - b) RBM of frame must be 625,000 per frame rail minimum to prevent frame damage.
  - c) Full frame flange required to the radiator with no cutting, torching, or notching, for additional strength.
  - d) Wheel Base 276" to 279"
    - (1) A wheel base of 279" is preferred.
- 11) FUEL TANK/FUEL SYSTEM
  - a) 100 gallon tank mounted between the frame rails for additional side impact protection.
  - b) Fuel/water separator with heater required.
- 12) GAUGES – Speedometer with odometer. Tachometer, oil pressure, water temperature, fuel, voltmeter, Hour-meter, Transmission Temp, Outside air temp, Gauges must high mount type and above defroster channels to provide in-view use. Gauges should be located behind the steering wheel in the dash board "cluster." If looking directly at the gauges, the driver would see the gauges between the steering wheel column and the steering wheel itself.
- 13) HAND THROTTLE
  - a) Electronic throttle control and cruise control
  - b) Switches for throttle to be high mount at steering wheel level so driver can operate without removing eyes from road.
  - c) Low mount switches in dash and/or under door control must be moved to top of door control area. These flush mount switches should be located to the right of the steering wheel in the dash board which is located behind the steering wheel.
- 14) HOOD
  - a) Fiberglass tilt hood, (NO PLASTIC) with easy opening hood for 15lbs maximum pull effort.
  - b) Engine splash shield must tilt out of way with the hood if needed to gain access for fluid check.
  - c) A removable grill for deluxe appearance and easy serviceability.
    - (1) A chrome or silver grill is preferred.
  - d) 14 degree minimum sloped hood for improved visibility of small children in frontal area.
  - e) Hood must include rubber lined hood pull for driver's comfort.
- 15) SHOCK ABSORBERS – Front and rear, dual action type.

- 16) TIRES/WHEELS
  - a) Goodyear or equal radial tubeless tires, 11R22.5, 16 ply with traction on rear and hwy front.
  - b) Disc wheels, 10 hole hub piloted, Painted black
  - c) Oil lubed front hubs.
- 17) TRANSMISSION
  - a) 6 speed automatic 3000PTS series transmission, with five (5) year unlimited mile warranty.
    - (1) A longer warranty period is preferred.
- 18) WARNING SYSTEM
  - a) Low oil pressure and high water temp warning light and buzzer.
- 19) WHEELBASE
  - a) 279" wheelbase minimum with set back axle design.
  - b) 55 degree front end wheel cut required to increase turning radius capabilities.
- 20) MISCELLANEOUS
  - a) Heavy duty power steering gear to have internal pressure relief valves.
  - b) Tilt/Telescoping steering wheel
  - c) 2 quart power steering reservoir capacity for safety and increased cooling capacity.
  - d) 1 gallon minimum washer fluid bottle capacity.
  - e) Front tow hooks.
  - f) Exhaust must discharge from the rear.
    - (1) Left side under rear bumper is preferred.

**Part 3: Body Specifications**

- 1) AISLE – Shall be 12" wide minimum.
- 2) BATTERY BOX – Shall be skirt mounted with a slide out tray.
- 3) BODY BOWS
  - a) Bow frame assemblies shall consist of 14 gauge hat section bows extending from the bottom of skirting on one side to bottom of skirting on the other.
  - b) The bow frames are a continuous 1-piece, 14 gauge rolled channel hat section 1 7/8" deep, mounted on 28 3/4" centers, to provide roll bar type protection.
- 4) BUMPER
  - a) (Rear) Shall be 3/16" plate steel and a minimum of 9" wide (high) with a .5369 section modulus. Bumper shall wrap around corners of bus and be attached to the chassis frame. Bumper to be diagonally braced with minimum 4" steel tubing. With air operated crossing arm.
- 5) COLOR
  - a) Exterior: National School Bus Yellow High Solids Polyurethane paint, with white roof.
  - b) Interior: Light Gray
- 6) CONSTRUCTION
  - a) Bus body must be constructed to meet all State and Federal Motor Vehicle Safety Standards in effect at time of manufacture.
  - b) Internal skeletal structure shall be welded.
  - c) Screws, rivets, or huck bolts are NOT acceptable.
- 7) COWL STEPS
  - a) Two (2) folding steps and painted handles shall be attached to the front cowl for cleaning the windshield and lamps. One (1) step each side.
- 8) DIMENSIONS
  - a) Exterior width 96"; Interior width 90".
  - b) Interior 77" High
- 9) DEFROSTERS
  - a) Defrosters shall be sufficient in capacity to keep windshield clear of fog, snow, and ice.
  - b) Unit to have full length windshield defroster channel for supplying hot air to windshield.
- 10) DOORS
  - a) Service Door: Service door shall be air operated, outward opening under control of driver.
  - b) All doors shall be equipped a vandal lock and padding at the top edge of each door opening. The pad shall be at least 3" wide and 1" thick and extend the full width of the door opening.
  - c) Emergency Door: Emergency door shall be located in the center rear of bus.
  - d) Door shall be outward opening with a minimum of 24" horizontal opening and a minimum of 48" vertical opening.

- e) Door equipped with an audible buzzer, which will sound when latch is moved toward open position.
  - f) Door to have upper and lower glass. Door hinges shall be greasable type.
  - g) A device shall be used that holds the door open to prevent the emergency door from closing during emergencies and school bus evacuation drills.
  - h) All emergency exits shall comply with applicable current FMVSS 217.
  - i) Vandal lock rear emergency door bolt interlock.
- 11) ELECTRICAL
- a) Wiring is to be enclosed inside removable body molding located above windows.
  - b) This molding shall be removable without loosening or removing side windows.
  - c) Wiring to be color and number coded.
  - d) All wiring that passes through metal shall be grommeted.
  - e) Metal clips required to support main body wiring harness.
  - f) Backing alarm 112 DCB.
  - g) AM/FM Radio CD and PA system with 6 interior speakers
  - h) Chassis mounted exterior speaker.
  - i) Bus to include digital (4) camera system compatible with current system. The current system is an Angel Trax Quest Edge. Locations include front facing rear, mid, rear facing front and a stop sign camera.
- 12) EXTERIOR PANELING
- a) Exterior Roof: The roof panels are to be double lapped, 20 gauge zinc-coated steel, riveted to each body bow frame.
  - b) All roof sheets are sealed to prevent leaks.
  - c) Each bus shall be completely water tested for assurance of no leaks.
  - d) Roof shall be reinforced with two (2) 16 gauge crash rails applied internally. These rails are located between the outer and the inner skins of the bus.
  - e) Exterior panels shall be primed both sides before assembly.
- 13) FENDERETTES
- a) The wheel opening shall have fenderettes approximately 1 ½" wide running continuously from bottom of skirt.
  - b) Front and rear rubber mud flaps.
  - c) Front and rear tow hooks.
- 14) FIRE EXTINGUISHER
- a) Bus to be equipped with (1) dry chemical type fire extinguisher to meet State Standards.
- 15) FIRST AID KIT & TRIANGLE FLARES
- a) Bus to be equipped with a metal type first aid kit and body fluid kit to meet Idaho State Standards and a set of triangle flares.
- 16) FLOOR CONSTRUCTION
- a) Flooring is constructed of 14 gauge galvalume steel "C" channels forming an "I" beam cross-member every 9" equal to 10 gauge thickness and shall extend full length of body.
  - b) Cross-members shall also extend the full width of body except at the wheelhouse area.
  - c) All floor cross-members are to be welded to a 14 gauge steel floor channel bumper extending completely around the outside edge of floor construction.
  - d) This bumper is also to be welded at each point of intersection with body bows.
  - e) Wood floor 5/8" marine plywood.
- 17) FLOOR COVERING
- a) Floor covering to be heavy duty blue vinyl or equal.
  - b) Floor under seats, over wheelhouses, and in driver's compartment to be covered with vinyl .125" thick.
  - c) Aisle to be covered with slip resistant .1875" thick ribbed rubber or vinyl.
  - d) Entrance steps blue korseal pebble step tread.
  - e) All floor seams must be sealed with a water-proof sealer and covered with galvanized steel strips. Floor covering along sidewalls shall be covered with metal molding.
- 18) FUEL TANK OPENING
- a) Exterior: Spring loaded, hinged door with latch.
  - b) Access plate in floor for servicing.
- 19) HEATER & DEFROSTERS
- a) A heater shall be installed left of the driver.
  - b) The heater to be 2-speed, fresh air type. A hot water shut-off valve shall be required easily accessible to the seated driver.
  - c) 50,000 BTU step well heater/defroster.

- d) All heaters to be easily serviceable with cleanable air filters.
  - e) Midship 84,000 BTU
  - f) Rear 84,000 BTU
  - g) Heaters shall be of the copper tube coil design with aluminum fins. If more than (1) heater is used, they shall be plumbed in parallel to obtain maximum heater output.
  - h) All heater hoses to be covered with metal. A defroster channel shall fill the full length of the windshield for maximum defrosting.
  - i) 45,000 BTU Webasto Pro90 Heater mounted in side compartment just ahead of rear dual tires driver side, with 7-day timer.
    - (1) The Webasto Pro90 mounted aft of rear wheels may be considered.
  - j) Booster pump.
  - k) Two (2) 6" defrost fan, one center of windshield, one left above driver.
  - l) Two (2) ball valves under hood.
- 20) HOOD
- a) Shall be fiberglass, forward tilting with quick release pins for easy removal of the entire hood. There shall be a handhold molded into the hood for ease of tilting.
- 21) INSTRUMENTS GAUGES & SWITCHES
- a) The body switches shall be located left and in view of the seated driver. Smart switches that can be moved to best fit driver preferences.
  - b) The chassis instruments and gauges to be located within easy view of the seated driver.
- 22) INSULATION
- a) Ceiling, sides, and rear panels to be insulated with minimum 1 ½" thick blanket fiberglass insulation to properly deaden sounds, reduce vibrations and provide thermal barriers.
  - b) Thermal insulation shall be fire resistant of type approved by Underwriters Laboratories, Inc.
- 23) INTERIOR
- a) Interior of bus shall be free of all unnecessary projections likely to cause injury.
  - b) All interior panels to have lapped edges.
  - c) Interior side panels to be mar-proof aluminized steel from window bottom to seat mounting rail. The interior body height from the floor to the center of the roof shall be minimum of 77". Acoustical ceiling complete bus.
- 24) LAMPS & SIGNALS
- a) All lamps shall conform to all FMVSS and state laws in effect at time of manufacture.
  - b) Lights to include:
    - i) Cluster: Three (3) amber front w/protective shields, Three (3) red rear. LED
    - ii) Marker: Two (2) front corners, Two (2) rear corners and Two (2) side roof with shields. LED
    - iii) Stop/Tail:
      - One (1) right rear, One (1) left rear 7" minimum. LED;
      - One (1) right rear, One (1) left rear 4" minimum. LED
    - iv) Back-Up: 4" Light
    - v) Lamps: Two (2) with white lens. LED
    - vi) Step Well: One (1) operating with dome light switch and one (1) exterior.
    - vii) Dome: Driver's dome light and rear-most dome light to have separate switch.
    - viii) Warning: Eight (8) lamp warning lights. LED
    - ix) Directional: Rear Two (2) front fender mounted. Amber side directional.
    - x) Roof mounted strobe light with separate activation switch.
    - xi) Bumper mounted fog lights with separate activation switch.
- 25) MIRRORS
- a) Interior mirror to be 8" x 30" safety glass with protected edges.
  - b) Exterior rearview mirrors remote control and heated open view, Cross view – Two (2) Hawk-eye cross over mirrors One (1) left and One (1) right fender mounted.
  - c) All mirrors shall comply with FMVSS 111 and be heated.
- 26) MOUNTING
- a) Bus body shall be mounted to chassis frame in such a manner as to prevent shifting.
  - b) Bolts are required on each mounting bracket.
  - c) Rubber mounting pads reinforced with fiber shall be used to cushion body on chassis at every floor crossing.
- 27) RUB RAILS – Minimum of (4) rub rails. To be black.
- a) One (1) 4 ¼" located below windows.
  - b) One (1) 4 ¼" located at seat cushion level.

- c) One (1) 4 ¼” located at floor level.
  - d) One (1) 4 ¼” located at bottom of skirt
  - e) All rub rails shall be sealed across the top and fluted at the bottom to allow for moisture drainage.
  - f) All rub rails to be applied to exterior of body. Pressed in or snap-on rails do not satisfy this requirement.
- 28) SEATS
- a) Passenger Seats: All seats to be designed and installed to meet Federal Motor Vehicle Safety Standards. Seats to be 42oz blue upholstery.
  - b) Driver’s Seat: 6 way Adjustable high back seat with tilt. With air pedestal and arm rest both sides.
  - c) Driver’s Seat Belt: Shall be a Type II, 3 point belt with an adjustable “D” loop for driver comfort. The belt shall be of ELR design with a push button release.
- 29) STEPS AND HANDLES – Shall be installed on each side of cowl for cleaning the windshield.
- 30) STORAGE COMPARTMENT – An overhead storage compartment shall be located above the windshield. Compartment door shall be hinged at top. Additional storage compartment over driver’s side window for additional storage.
- 31) STEP WELL
- a) The step well shall include Three (3) steps. The entrance and egress area including the top landing area adjacent to the driver’s seat shall be unobstructed by the engine cover or other components. Must have right and left side entrance grab rail.
- 32) SUN VISOR – Visor to be 6” x 30” dark Plexiglas and fully adjustable.
- 33) UNDERCOATING – Entire underbody to be completely undercoated with Tectyl 121 wax base undercoating material or equal.
- 34) VENTILATION – Body shall be equipped with a static type, non-adjustable exhaust ventilator located in low-pressure area of front roof.
- 35) WINDOWS
- a) Two-piece side windows to be of safety tempered glass. The top portion of the side windows shall be capable of being lowered. Entrance door and rear glass to be flat safety type. Driver’s window to be double siding aluminum sash with tempered safety glass. All interior and exterior side window frames must be flat black. All glass tinted. Two (2) push out windows per side.
- 36) WINDSHIELD
- a) Tinted safety plate laminated glass.
    - (1) One-piece curved safety glass slanted to reduce glare and provide maximum vision is preferred.
- 37) WINDSHIELD WIPERS – Bus to be equipped with Two (2) heavy duty wet arm type bottom mounted wipers. Wipers to be 2 speed with intermittent feature.
- 38) WINDSHIELD WASHER – Dual electric wet arm type windshield washers are required.
- 39) Two (2) ROOF ESCAPE HATCHES
- 40) STOP ARM CONTROL – To be air operated LED strobe design
- 41) FRESH AIR VENTS – Bus to include fresh air vent.
- 42) LUGGAGE COMPARTMENTS EXTERIOR
- a) One right side and one left side 100” luggage boxes with a minimum 35 cubic feet per box.
  - b) Doors must have gas shock to hold doors open.
  - c) Luggage box must have interior light to come on when door is opened
  - d) Each door to have lock
- 43) AUTOMATIC ICE CHAINS – On-Spot or equal

All bids must be submitted in accordance with the specifications and information contained herein, as well as with any addenda, if required, issued by the purchaser. Any item not specifically called for in the Specification, but normally required for a complete unit, are to be considered a part of the contract. The Manufacturers and Products specified in the document are to be used. No substitutions of components specifically referenced will be allowed without prior written customer consent after submittal review.

**QUANTITY, PURCHASE, DELIVERY TIMEFRAME AND PAYMENTS**

3.0: Each of the following items should be noted and/or addressed in response to this bid solicitation:

- The currency used for said bid will be in U. S. dollars.
- Prices shall be quoted in U.S. dollars.
- The bid shall include all costs deemed necessary to cover all contingencies essential to the purchase and delivery of the specified bus.



- Bids shall be valid for one (1) year from the date of the bid opening. Thus pricing will be guaranteed from December 3, 2020 until December 3, 2021.
  - Should additional buses be purchased within the bid-price guarantee-year, quantities and delivery dates may vary.
- Bidders should become familiar with any local conditions which may, in any manner, affect the services required. The bidder(s) is/are required to carefully examine the RFB terms and to become thoroughly familiar with any and all conditions and requirements that may in any manner affect the work to be performed under the contract. No additional allowance or fees will be accepted due to lack of knowledge of these conditions.
- Total cost for installation, materials, labor, project management, permit fees, and other miscellaneous items must be listed individually.
- A complete materials list, including description, manufacturer, part number, quantity, unit price and total price must also be included.
- All products and materials shall be new, clean, free of defects and free of damage and corrosion.
- Where discrepancies are found during the bid process, the most stringent requirements must be included in the bid.
- Any cost encountered, which is not specifically itemized in the bid, shall not be incurred unless specifically agreed upon, in writing.
- No additional compensation will be allowed for extra work incurred on the part of the Contractor due to the bidders' failure to notice any existing condition, which may cause the additional labor.
- Bid responses shall be concise following the format and numbering of this specification.
- Bidders must notify MSD as soon as detected any omissions or errors in the specification so corrective addenda may be issued. Such notification must be received by the MSD prior to the bid opening.
- The MSD reserves the right to consider bids that exceed these requirements.
- Freight costs must be included in all materials. MSD does not pay freight charges.
- All bid prices shall include any and all applicable taxes, surcharges, and fees except for qualifying exemptions by the MSD as deemed by Idaho Code and Statutes.
- Vendor billing will be submitted after the product(s) have been received. Each invoice should reference a purchase order as provided once a contract has been awarded. Invoices must be dated in the fiscal year for which the product is received.
- Invoice payments are not approved by the Board until the regular monthly Board Meeting held on the 2<sup>nd</sup> Tuesday of each month, or unless otherwise posted. MSD payment terms for this bid are net 60 days but MSD reserves the right to change these payment terms at any time. No late payment charges will be paid by MSD at any time for any reason.

**ASSERTIONS & INCLUSIONS BY VENDOR**

4.0: The Vendor will have experience in supplying and providing conventional buses. The vendor will possess these minimum qualifications at the time of bid:

- The vendor must have a valid business license and company registration with the Idaho Secretary of State.
- The vendor must be an authorized and licensed dealer of the conventional bus proposed in the vendor's RFB response.
- Personnel trained and certified in the design, installation and repair of the units proposed.
- Personnel knowledgeable in local, state, province and national codes, and regulations. All work shall comply with the latest revision of the codes or regulations. When conflict exists between local or national codes or regulations, the most stringent codes or regulations shall be followed.
- The vendor must possess current Idaho Workers' Compensation, General Liability and other insurance certificates as required.

4.1: The Vendor should include at a minimum, but is not limited to, the following information:

- Provide references from other Idaho educational K-12 institutions.
- Provide history/years of prior experience with Idaho K-12 institutions
- Provide length of time in business in Idaho
- Provide proximity of nearest office to Melba, ID

**EVALUATION METHODOLOGY**

5.0: Each bid will be evaluated based on criteria and priorities as defined by MSD, which will choose the submission that, taken as a whole, and in MSD’s sole opinion, is in the best interest of the organization. Bids should address the evaluation criteria itemized below. The evaluation criteria include the following:

- Total Cost: The overall best pricing for equipment specified.
- Services Match Current and Future Needs: Suitability of proposed product(s) for purpose and best fit of proposed product(s) into existing inventory, environment and support. Product evaluations based on direct experience with product when possible.
- Reliability of Vendor: The vendor’s overall performance record, including responsiveness and reputation based on feedback from available references as well as prior satisfactory experience with MSD. Stability/risk of vendor, including assessment of risk that they may not be able to fulfill responsibilities. The vendor’s response to the RFB including completeness, accuracy and appropriateness.
- Service Response Time: The perceived quality of the vendor’s overall response to inquiries, issues and service, including service location in proximity to MSD.

The bids shall be evaluated according to the following rubric:

<b>Vender Selection Rubric</b>	<b>Possible 100 points</b>
Total Cost	40
Services Match Current and Future Needs	20
Reliability of Vendor	15
Incident/Inquiry Response Time	25

**TERMS AND CONDITIONS**

6.0: Responses to this bid solicitation must be submitted and delivered to MSD no later than 10:00 A.M. (MST) on Thursday, December 3, 2020. Vendors should initial and return all pages of the Request for Bid (“RFB”) with bid response. Bids may include a digital copy on DVD, CD or flash drive. Acceptable digital formats include Word or PDF. It is the sole responsibility of the respondents to ensure that their responses arrive in a timely manner. MSD will reject all late arrivals.

Sealed envelopes containing responses to this bid solicitation shall be marked, “Conventional Bus, December 2020 Bid Response”. The outside of the envelope shall be identified as follows:

Melba School District No. 136  
 Conventional Bus  
 December 2020 Bid Response  
 PO Box 185  
 511 Broadway Avenue  
 Melba, ID 83641

Oral, telephone, electronic mail or fax bids shall not be considered, nor will modifications of bids by such communication be considered. The completed bid response shall be without erasures or alterations. Delivery of the bids will be considered authorized by the service provider to make a contract, if awarded.

Any questions should be made in writing via e-mail to Dalelyn Allen, [dallen@melbaschools.org](mailto:dallen@melbaschools.org), Business Manager.

Addenda to this bid document, if any, including written answers to questions, will be posted on the MSD website at [www.msdl36.org](http://www.msdl36.org). Only changes issued as an addendum will be binding. No verbal instructions or interpretations of requirements shall be accepted. MSD reserves the right to modify the specifications contained in the Request for Bid anytime during the bidding period. Vendors submitting a bid should check the web site daily for addenda and updates after the release date. Vendors should printout, sign and return addenda with the bid. Failure to do so may result in disqualification.

6.1: Costs Associated with Preparation of the Vendor’s Response

MSD will not be liable for any cost incurred by the respondents in preparing responses to this bid or negotiations associated with award of a contract or in any other respect.

6.2: Omissions

Omissions in the bid of any provision herein described shall not be construed as to relieve the vendor of any responsibility or obligation to the complete and satisfactory delivery, operation, and support of any and all equipment or services.

6.3: Right to Reject

MSD reserves the right to accept or reject all bids or sections thereof and when the rejection is in the best interest of MSD and reserves the right to award without further discussion. MSD reserves the right to waive minor irregularities, technical or legal deficiencies of any bid and to negotiate the terms of any bid.

6.4: Bid Opening

MSD will open the Conventional Bus bids at 10:15 AM on Thursday, December 3, 2020, in the District office located at 511 Broadway, Melba ID 83641. Bidders are welcome to attend the bid opening. As a reminder, the bid award determination will be subject to the RFB’s Rubric results. The Melba School District’s Board of Trustees will make the final award determination at the regularly scheduled board meeting on Tuesday, December 8, 2020, at 5:00 PM.

6.5: Bid Award

The winning bidder will be required to sign MSD’s agreement for services contract. MSD will not sign contracts provided by Vendor.

The successful bidder shall, upon Notice of Award, furnish the following:

- Certificate of Insurance showing general liability, automotive and worker’s compensation
  - List the MSD as an additional insured.

Through the term of the award the bidder shall:

- Indemnify and hold harmless the MSD from and against all suits, claims, judgments, awards, losses, costs or expenses (including without limitation attorneys’ fees) arising in any way out of the Vendor's breach of, or failure to perform any obligation of Vendor under this Award/Agreement. Vendor will defend all such actions with counsel satisfactory to MSD at the Vendor’s own expense, including attorneys’ fees, and will satisfy any judgment rendered against MSD in such action.

The MSD reserves the right to request background information on the bidder such as place of incorporation, principal and local offices and years in operation.

6.6: Non Appropriation of Funds

The School District may, in its sole discretion, terminate this Request for Bid and/or Vendor Agreement if the funds which would be used for this contract are insufficient and/or were not appropriated or approved by the Idaho Legislature or the School Board for the Melba School District.##

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6.7: Price Extension Clause for State of Idaho Public Agencies

Contract prices shall be extended to State of Idaho Agencies, departments, divisions, bureaus, universities, institutions, and so forth as per the specifications of the contract. Contract prices may be extended to other public agencies as defined in Idaho Code 67-2327, which reads: “Public Agency means any city or political subdivision of this state, including but not limited to counties; school districts; highway districts; port authorities; instrumentalities of counties; cities or any political subdivision created under the laws of the State of Idaho.”

**BID**

7.0: To the Melba School District No. 136, Melba, Idaho.

The undersigned, as Bidder, declares as follows:

1. All interested in the Bid as Principals are named herein.
2. This bid is not made jointly, or in conjunction, cooperation or collusion with any other person, firm, corporation, or other legal entity;
3. The bidder has carefully read and examined the bid documents and agrees to be bound by the terms and conditions, including the obligation to indemnify, set forth therein;
4. The bidder understands that the bidder will supply or perform all labor, services, plant, machinery, apparatus, appliances, tools, supplies and all other activities required by the bid documents in the manner and within the time therein set forth, and that the bidder will take payment therefore the following item prices as set forth. (See Appendix)

All Bids are to be submitted on this form and in an envelope, plainly marked on the outside, as stated in this RFB.

The undersigned further agrees to provide one (1) conventional bus, as per the bid documents, as follows:

**APPENDIX I**

<b>BID FORM: ONE (1) CONVENTIONAL BUS MELBA SCHOOL DISTRICT</b>		
<b>Conventional Bus Pricing with Option Pricing – Antilock brakes are required and must be a 4-channel system for maximum safety</b>	<b>Cost (All-inclusive)</b>	
<b>Bus A:</b> 77 Passenger Body; Seated for 71 Passengers	Delivery Date: June 15, 2021	
<b>Bus A:</b> Brakes – Air Disk Option Pricing	Delivery Date: June 15, 2021	
<b>Bus Pricing:</b> Guaranteed for one-year from date of bid opening	YES      NO (circle one)	Pricing will be guaranteed from December 3, 2020 until December 2, 2021.  Should additional buses be purchased quantities and delivery dates may vary.

**AUTHORIZATION**

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

Submitted by: \_\_\_\_\_  
 (PRINT NAME AND TITLE)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Address: \_\_\_\_\_ City: \_\_\_\_\_  
 \_\_\_\_\_ State: \_\_\_\_\_

Telephone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_

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