



CHAWANAKEE UNIFIED SCHOOL DISTRICT

RFP NUMBER #12-2018

SCHOOL BUS FLEET MANAGEMENT, PLANNING, AND LEASING

NOTICE TO PROPOSERS

ISSUANCE DATE: April 25, 2018

RESPONSE DUE DATE AND TIME: May 8, 2018

The Chawanakee Unified School District ("the District" or "district") is requesting proposals related to the specifications for RFP #12-2018 for fleet management, planning, and leasing. Responses must be received by the date and time indicated above at the district purchasing office at the following address:

Attn: Joannie Lumbr, Director of Business Services

Chawanakee Unified School District

26065 Outback Industrial Way

O'Neals, CA 93645

The District intends to make the same pricing structures available to other political subdivisions, municipalities and tax supported agencies. Proposers shall indicate whether they agree to extend pricing. Inclusion is not mandatory and will have no bearing on the contract award.

The District reserves the right to accept or reject any or all proposals, or any combination of proposals, and to waive any irregularities or informalities which may be legally waived.

1. PROPOSAL DEADLINE/SUBMISSION INSTRUCTIONS. Proposals must be sealed and received/time stamped by the District Purchasing Department located at 26065 Outback Industrial Way O'Neals, CA 93645, on or before 1:00 PM on May 8, 2018. The District accepts no responsibility for late proposals.
2. PRE-PROPOSAL MEETING. The District will hold a Non-Mandatory pre-proposal meeting on April 30, 2018 at 1:30 PM., at the 26065 Outback Industrial Way O'Neals, CA 93645. **Attendance is recommended but not mandatory.**
3. REQUESTS FOR INFORMATION/CLARIFICATIONS/Q&A. Any questions relative to the proposal documents, specifications or requirements may be submitted by email no later than 4:00PM April 30, 2018 to jlumbra@mychawanakee.org. A summary of Q&A, and any Addenda to this proposal will be posted to the District website, after May 1, 2018.
5. WITHDRAWAL OF PROPOSALS. Proposals may be withdrawn by the proposers prior to the time fixed for the opening of proposals but may not be withdrawn for a period of Forty-Five (45) days after the opening of proposals. A successful proposer shall not be relieved of the proposal submitted without the District's consent or proposer's recourse to Public Contract Code Section 5100 et. seq.
6. ADDENDA. Any Addenda published pursuant to this RFP Package, including any additional specifications or clarifications, shall constitute a part of the contract documents.
7. AWARD OF CONTRACT TO MULTIPLE VENDORS. The District reserves the right to award this proposal by line item or in total which ever may be in the best interest of the District;
8. REJECTION OF PROPOSALS. District reserves the right to accept or reject any and all proposals, or any portion or combination thereof, or award on the basis of the total proposal.
9. FORMAL PROPOSAL PROTEST PROCEDURES. The following instructions must be followed by any proposer who wishes to challenge the District's selection and award of RFP. Only proposers participating in this RFP process will be permitted to protest the RFP or process thereof.
 - a. Any protest must be submitted in writing to Director of Business Services, Chawanakee Unified School District, 26065 Outback Industrial Way O'Neals, CA 93645, before 3:00PM. on the fifth (5th) day following the Contract Award by the CUSD Board.
 - b. The initial protest shall contain a complete statement of the basis for the protest, referring to the specific portion of the document which forms the basis for the protest.
 - c. The initial protest shall also contain the name, address, telephone number, and e-mail address of the person representing the protesting entity.
 - d. The party filing the protest shall concurrently transmit a copy of the initial protest document and any attached documentation to all other parties with a direct financial interest which may be affected by the outcome of the protest.
 - e. The District will review the initial protest to determine whether it holds merit or there are any grounds for the complaint. A letter addressing the response and the District's intention to resolve or dismiss the matter will be mailed to the party originating the protest within ten (10) days after receipt of the initial protest documentation.

f. If the District determines that a protest is frivolous, the party originating the protest may be determined to be irresponsible and that party may be determined to be ineligible for future contract awards.

10. EXECUTION OF CONTRACT. The successful proposer shall, within fourteen (14) calendar days of notice of award of the contract, sign and deliver to the District the executed contract. In the event the proposer to whom an award is made fails or refuses to execute the contract within fourteen (14) calendar days from the date of receiving notification that the contract has been awarded to the proposer, the District may declare the proposer's deposit or bond forfeited as damages caused by the failure of the proposer to enter into the contract, and may award the work to the next lowest responsible proposer, or may reject all proposals and call for new proposals.

11. EVIDENCE OF RESPONSIBILITY. Upon the request of the District, a proposer shall submit promptly to the District satisfactory evidence showing the proposer's financial resources, the proposer's experience in the type of work being required by the District, the proposer's organization available for the performance of the contract and any other required evidence of the proposer's qualifications to perform the proposed contract. The District may consider such evidence before making its decision awarding the proposed contract. Failure to submit evidence of a proposer's responsibility to perform the proposed contract may result in rejection of the proposal.

12. TAXES. Taxes shall NOT be included in the unit prices of the materials but may be provided as part of the Cost Analysis. The District will pay only the State sales and use taxes. Federal excise taxes are not applicable to school districts.

13. PROPOSAL EXCEPTIONS. All exceptions which are taken in response to this proposal must be stated clearly and in writing. The taking of proposal exceptions or providing false, incomplete or unresponsive statements may result in the disqualification of the proposal. Allowance of exceptions will be determined by the Board of Trustees, whose decisions shall be final. Any proposal exceptions or additional conditions requested after proposal closure, which are not detailed within the proposal response, may result in disqualification of the proposal. Oral modifications will not be considered.

14. DISCOUNTS. Any discount which the proposer desires to provide the District must be stated clearly on the proposal form itself so that the District can calculate properly the net cost of the proposal. Offers of discounts or additional services not delineated on the proposal form will not be considered by the District in the determination of the lowest responsible proposer.

15. PRICES. Proposers must quote prices F.O.B. Chawanakee Unified School District unless otherwise noted. Prices should be stated in the units specified and proposers should quote each item separately.

16. QUANTITIES. The quantities shown are each pricing. The District intends to lease as few as one (1) and as many as three (3) in the first year of the agreement. The District reserves the right to increase or decrease quantities as desired.

17. SPECIAL BRAND NAMES. In describing any item, the identification of a particular manufacturer or special brand does not restrict proposing to that manufacturer or special brand but is intended only to indicate the quality and type of item desired. Proposers may furnish any material, product, thing or service of comparable quality or utility. IF A PROPOSER IS REQUESTING SUBSTITUTION OF AN EQUAL ITEM, THE PROPOSER MUST CLEARLY INDICATE THE SUBSTITUTION ON THE PROPOSAL FORM. THE MAKE AND GRADE OF THE ARTICLE ON WHICH A PROPOSAL IS SUBMITTED MUST BE STATED IN THE PROPOSAL AND

ILLUSTRATIONS, CATALOG AND ALL NECESSARY INFORMATION SUBMITTED SO THAT THE DISTRICT CAN MAKE A COMPLETE EVALUATION OF THE QUALITY AND UTILITY OF THE SUBSTITUTE BRAND PROPOSAL. The District encourages alternate brands to be proposed. The District reserves the right to make all decisions on product and vendor selection in determining whether a substitute brand is of comparable quality or utility to the brand name specified.

18. CONTAINER COSTS AND DELIVERY. All costs for containers shall be borne by the proposer. All products shall conform to the provisions set forth in the federal, county, state and city laws for their production, handling, processing and labeling. Packages shall be so constructed to insure safe transportation to point of delivery.

19. NEGOTIATIONS A response to any specific item of this RFP with terms such as negotiable, will negotiate or similar, will be considered as non-compliance with that specific term if those items are identified as mandatory items.

20. INDEMNITY. The proposer must hold harmless and fully indemnify the District, its Board of Trustees, officers, employees and agents from all damages or claims for damages, costs or expenses that may at any time arise out of the proposer's performance of, or failure to perform acts, required by the contract documents, including but not limited to infringement or use of any copyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with this proposal.

21. AMBIGUITY/CONFLICT. In the event of any conflict or ambiguity between these instructions and state or federal law or regulations, the latter shall prevail. Additionally, all equipment to be supplied or services to be performed under the proposal shall conform to all applicable requirements of local, state and federal law.

22. SUBSTITUTE SECURITY. In accordance with Section 4590 of the Government Code, the District will permit the substitution of securities for any moneys withheld by the District to insure performance under the contract. At the request and expense of the proposer, securities equivalent to the amount withheld shall be deposited with the District, or with a state or federally chartered bank as an escrow agent, who shall pay such moneys to the proposer upon satisfactory completion of the contract.

Securities eligible for investment under this Section shall include those listed in Government Code Section 16430 or bank and savings and loan certificates of deposit. The proposer shall be the beneficial owner of any securities substituted for moneys withheld and shall receive any interest thereon.

23. DEFAULT. If the proposer defaults, the District may procure the articles or services from other sources and may recover the loss occasioned thereby from any unpaid balance due the proposer or by proceeding against a proposer's bond, if any, or by suit against the proposer. The prices paid by the District shall be considered the prevailing market prices at the time such purchase is made.

24. GOVERNING LAW/VENUE. In the event of litigation, the proposal documents, specifications and related matter shall be governed by and construed in accordance with the laws of the State of California. Venue shall be with the appropriate state or federal court located in Madera County.

25. DELIVERY DEADLINE/LIQUIDATED DAMAGES. The equipment/materials sought by this proposal must be delivered in satisfactory condition to the location specified by the District in the proposal on or before delivery time as indicated by vendor. Date of delivery shall be in any case no later than one hundred sixty

days from District's issuance of a Purchase Order. This time limit is of the essence of the contract. A proposer's failure to provide the equipment/materials to the District by the contract date shall subject the proposer to liquidated damages in the amount of \$200.00 for each and every calendar day by which completion is delayed beyond the contract date.

Submission of a proposal constitutes the proposer's promise to pay liquidated damages as set forth above and the proposer's agreement that the actual occurrence of damages and the actual amount of damages which the District would suffer if the requirements were not completed by the contract date is impracticable and extremely difficult to fix. Damages which the District would suffer in the event of delay are dependent on many circumstances and factors but would include the loss of use of the materials, disruption of school activities, cost of administration and supervision, and the loss suffered by the public and the District by reason of delay in completion of the contract. Accordingly, proposer agrees that the amount set forth herein as liquidated damages shall be presumed to be the amount of damages actually sustained by the proposer's failure to complete the project by the contract date.

If the proposer becomes liable to the District for liquidated damages, the District shall, in addition to all other remedies provided by law, have the right to deduct the amount of liquidated damages owed from the contract sum or to deduct the amount of liquidated damages owed by the proposer from moneys previously retained from the proposer. If the sum deducted by the District is insufficient to discharge the proposer's liability for liquidated damages, the proposer and its sureties shall remain liable to the District until all such liabilities are fully satisfied.

26. PRICING – TERM OF CONTRACT. Quoted prices must stay in effect for one (1) year after award of bid and may be extended upon mutual consent of District and vendor during that year per Education Code, Sections 17596 (K-12) and 81644 (Community Colleges). Mutually agreeable changes in financing terms and conditions may be negotiated by participating entities following the award of this contract. Lease financing to participating entities remains subject to credit review and approval. In the event of a general price decrease the District reserves the right to revoke the bid award unless the decrease is passed on to the District. In the event of a general price increase or change to options offered, the vendor must notify the District in writing of the increases or change to options offered. For price increases, the vendor must provide the manufacturer and/or lender documentation of such increase. The District will only approve the price increase and option changes upon award of such changes by the District's Governing Board. The initial term of this agreement will be for one (1) year but may be extended an additional four (4) providing approval of such extension by the District's Governing Board. All terms of the agreement will remain in force for the duration of the agreement.

27. PARTICIPATION. Proposer may agree to extend the terms of the resulting contract to other political subdivisions, municipalities and tax supported agencies. Such participating governmental bodies shall make purchases in their own name, make payment directly to the proposer, and be liable directly to the proposer, holding Chawanakee Unified School District harmless.

28. PIGGYBACK CLAUSE. For the term of the contract and any mutually agreed extensions pursuant to this request for bids, at the option of the vendor, other school districts and community college districts, any public corporation or agency, including any county, city, town, or public corporation, or agency, including any county, city, town or public corporation, or agency within the State of California, Nevada, or other Government agency, in the United States of America, may Lease the identical item(s) at the same price and upon the same terms and conditions pursuant to sections 20118 (k-12) and 20652 (Community Colleges) of

the California Public Contract Code it is the responsibility of the public agencies from the other states to ensure that California Public Contract Code meets their local/state procurement codes.

Acceptance or rejection of this clause **will not** affect the outcome of this bid.

Piggyback option granted:

Piggyback option not granted:

29. ADMINISTRATION FEE. An administrative Fee of one percent (1%) of the total delivered cost of the bus(es), not including tax, title, or registrations fees, will be paid to CUSD by the vendor awarded a contract for the Lease of buses. The vendor will send monthly statements detailing the contracts received from its customers and the fee owed the District based on the total delivered cost amount. The District will be paid upon payment to the vendor by their customer.

PROPOSAL SPECIFICATIONS

The objective of this Request for Proposal (RFP) is to establish a relationship with a vendor to service support the full lifecycle management of school transportation assets in the District's operation. The District recognizes that the efficient and effective use of resources necessitates a holistic assessment of all aspects of the specification, acquisition, and disposal management of its school transportation vehicles. To achieve this objective, it is seeking to create a partnership with one company to provide for all aspects of school bus fleet management. The District is encouraging unique and innovative approaches to address the needs identified in this Request for Proposal, but the intention is to make an award to a single vendor who will be responsible for coordinating all of the identified services.

To fully support the lifecycle management of the fleet the District desires to engage a firm that can provide a range of both products and services. Each of the elements the District desires to address through this RFP are identified below and described in more detail in the Scope of Services section of this RFP.

- Vehicle specification review and development
- Fleet replacement planning
- Fleet acquisition and leasing
- Fleet disposal management

Proposal Submission Requirements:

The following section will detail the District's expectation related to proposal submission. These requirements are established in order to allow for a fair and consistent evaluation of proponent's submissions. Deviations from required forms or formats may result, in the District's sole discretion, of the elimination of a proponent's response from consideration. Proponents are encouraged to carefully review and fully comply with the requirements set forth in this section and identified elsewhere in this RFP.

In order to maintain comparability and consistency in review and evaluation of responses, all proposals shall be organized as specified below. All supporting materials should clearly reference the portion of the RFP to which they pertain. Please submit one (1) original along with one (1) exact electronic copy. Proposals not meeting the requirements below may be determined to be non-responsive, non-responsive proposals will receive no further consideration.

Table of Contents: Clearly outline and identify the material and responses by tab and page number. Outline in sequential order the major areas of the proposal, including enclosures. All pages must be consecutively numbered and correspond to the table of contents.

Tab 1 - Cover Letter: Provide a cover letter indicating your firm's understanding of the requirements/scope of services of this specific proposal. The letter must be a brief formal letter from the proponent that provides information regarding the firm's interest in and ability to perform the requirements of this RFP. A person who is authorized to commit the proponent's organization to perform the services included in the proposal must sign the letter. Please provide a list of all persons authorized to give presentations for the proponent. Please provide name, title, address, telephone numbers and email address.

Tab 2 – Experience and Qualifications: Summarize the experience and qualifications of the firm.

- History of the firm successfully handling of similar jobs.
- Experience or qualifications that the firm believes would be relevant to services requested.
- A history of a successful practice providing products and services in the areas identified.
- The qualifications and experience of the individuals who will support the products and services identified. The responses are limited to no more than one page per individual.

The proponent's proposal shall certify that its contract with the District does not constitute a conflict of interest with any other client that the proponent represents, and the proponent will not undertake any future contracts which would present such a conflict of interest, and that the District will not execute a waiver of any such conflict.

Tab 3 - Scope of Services: The proponent must detail their proposed approach to providing the products and services identified in the Scope of Services section of this RFP. The proponent must acknowledge agreement with the specific requirements of the items in the Scope of Services section or provide an alternative for the District to consider. The proponent must also include any exceptions to the scope of services of the RFP in this section.

Tab 4 – References: The proponent must provide three (3) references (governmental entities preferred). Include the name of the customer, and the address, contact name, telephone numbers, and email address. Please include only references in the current calendar year and the previous two (2) calendar years. The District may contact these references during the evaluation process. The District reserves the right to contact any and all references and to obtain, without limitation, information on the proponent's performance on the listed jobs.

Tab 5 – Required Forms: The proponent must submit the required pricing form and any other identified forms in this section.

Tab 6 – Appendix: Any additional information the proponent believes is relevant to a complete understanding of their proposal but that is not included in the previous sections should be included in this section.

Elaborate bindings, displays, and promotional material are neither required nor desired unless they add significant information to the Proponent's response. Additional information not specifically required for submittal must be provided in clearly labeled Appendices to the proposal.

Where a Proponent qualified for this RFP using a sub-contractor's qualifications, any request to substitute the sub-contractor upon which a Proponent's qualification status is based must be requested in writing to the District and must provide information certifying that the new subcontractor meets or exceeds the qualifications of the subcontractor that is being replaced.

Disqualification of Proposals

The District reserves the right to consider as acceptable only those proposals submitted in accordance with all requirements set forth in the RFP, and which demonstrate an understanding of the scope of services required. The District reserves the right to reject, in whole or in part, a proposal which is not in the best interest of the District. Any proposal not meeting the guidelines and requirements outlined or offering terms and conditions contrary to those included in this RFP, may be rejected without further consideration. Any services not identified or qualifications that are missing or lacking supporting documentation represent a non-conforming submittal.

Confidential Information

If a proponent believes that any portion of a response contains information that should be withheld as confidential, then the Procurement Manager should be so advised in writing and provided with justification to support the confidentiality claim. Pricing information is not considered confidential and will not be withheld.

A Proponent shall request in writing nondisclosure of designated trade secrets or other proprietary data considered confidential. Such data shall accompany the response, be clearly marked and shall be readily separable from the rest of the response in order to facilitate eventual public inspection of the non-confidential portion of the response.

Proposal Evaluation Process:

The District expects to consider responses from proponents who meet the following minimum standards:

- The willingness to configure the delivery of its products and services to meet the requirements of the District.
- The Responder's ability to integrate all of the requested criteria.
- Documented successful experience in the provision of scope of services contained herein for clients of similar scope and size.
- Experience and Qualifications of the Firm. This expertise can be demonstrated by the following:
 - History of successfully execution of similar projects for the service specified.
 - Other experience or qualifications that the firm believes would be relevant to services requested.

The District intends to have a committee review the proposals and make a recommendation to the School Board for a single firm to provide the designated products and services. The District may negotiate with the selected firm to create a contract for approval by the School Board.

Scope of Services:

The school transportation operation of District relies on its fleet of school buses to support the safe, reliable, and cost-effective transport of its students. The District recognizes that effectively managing the lifecycle of these assets will both improve efficiency and increase reliability while also enhance the flexibility of services provided to our students and community stakeholders.

This RFP is designed to address all aspects of vehicle lifecycle management within a comprehensive solution that is primarily supported by a single proponent. While the primary proponent may rely on one or more subcontractors to support its service delivery, the selected proponent will be wholly and solely responsible for ensuring the quality and timeliness of services delivered to the District.

The proponent's response must include a full and complete description of how it would support the specific aspects of lifecycle management identified below. Specific detail on products and services must be provided and should be described in sufficient detail such that the District can clearly determine whether the items being detailed is a single or multi-use product or a service supported by established methodologies. For each product, the vendor must clearly identify the manufacturer or developer of the product and provide detailed information on make and model such that the district can evaluate quality. For each service, the proponent must detail the methodology used to provide the service and identify critical data or inputs that may be necessary from the District.

- Vehicle specification review and development – the District desires the assistance of an organization that can evaluate its existing fleet vehicle specifications to ensure that they are reflective of the service expectations in the district and that they support a minimized lifecycle cost. Additionally, the district will periodically require assistance in the development of specifications such that new technologies such as cameras, GPS devices, student tracking services, and other related technologies can be installed on both new and existing assets with a minimal amount of downtime or subsequent repairs.
- Fleet replacement planning – The District desires a partner that can develop on an ongoing basis a fleet replacement strategy designed to minimize the total costs of fleet ownership. The planning strategy should support a multi-year (minimum of 10 years) projection of fleet replacement needs. The methodology should incorporate the impact that the acquisition of used buses or other alternative fleet vehicles may have on both the funding needs of the district and the operational impacts of changing vehicle configurations. The plans must be coordinated with the budget development cycle of the district, but additional revisions may be periodically requested as part of broader strategic management initiatives within the district. Specific values that must be provided include:
 - A minimum 10-year replacement schedule for each unit in the District's fleet. The plan should support a maintenance strategy where as new vehicles are in-serviced and other vehicles are disposed the replacement dates and values can be updated within 5 days of vehicle disposition.
 - A minimum of a 10-year projection of total replacement requirements represented by the aggregated annual values of each unit in the fleet.
- Fleet acquisition and leasing – The District desires to be able to work with the selected vendor to establish the leasing mechanisms to acquire the vehicles identified as due for replacement in

the fleet planning exercise. The school bus furnished shall comply with all current State of California and Federal Motor Vehicle Safety Standards in effect at time of bid. Prior to delivery, the bus shall be prepared for inspection and certification for operation by the California Highway Patrol. CUSD will not accept a bus that is not prepared for inspection and certification.

For evaluation purposes, the District is requiring all Contractors to use the following lease parameters. Upon award, the District will negotiate with the awarded vendor the appropriate lease parameters the District deems necessary for each individual bus leased.

- Non-bank qualified tax-exempt lease (muni-lease)
 - Non-appropriation language must be included
 - Interest rate fixed at time of closing
 - California state sales tax included in the lease payment
 - Five (5) year and seven (7) year lease option per bus type with no mileage restrictions or over-mileage charge
 - Both monthly and annual payment in advance options
 - Schedule of payments and amortization schedule must be provided
 - A copy of the proposed financing agreement must be provided
- Fleet disposal management – The District seeks the support of the selected vendor in identifying tools and methods to maximize the residual value of its assets at the end of their useful life. The proponent the options and alternatives it can support and how those services would be provided.
 - Current buses to be replaced – individual bus type specifications listed in the Specifications section below.
 - Type D - 82 passenger capacity
 - Type C – 72 passenger capacity
 - Type C – 40 passenger capacity
 - Type A – 24 passenger capacity

SPECIFICATIONS

Type D Bus- 82 Passenger

The school bus furnished shall comply with all current State of California and Federal Motor Vehicle Safety Standards in effect at time of bid. Additionally, the Chawanakee Unified School District is requiring the following supplementary specifications.

Prior to delivery, the bus shall be prepared for inspection and certification for the operation by the California Highway Patrol. CUSD will not accept a bus that is not prepared for inspection and certification.

Minimum Specifications Required	Specifications Furnished
<p>New school bus capable of transporting up to 82 passenger various options in a proper and safe manner.</p> <p>Bus must be new with transportation miles only.</p> <p>No alternative bids will be accepted.</p>	<p>Year:</p> <p>Manufacturer:</p> <p>Model:</p> <p>Capacity:</p>
<p>Minimum Specifications Required</p> <p>Minimum State of California and Federal Motor Vehicle Safety Standards</p> <p>Front mounted diesel engine</p> <p>Dual full air antilock brake system</p>	

Approved Optional Items

Item #	Description	Price
1	CNG Engine	
2	Rear mounted diesel engine	
3	Onspot chain system	
4	Luggage compartment	
5	Air-conditioning	
6	Tinted windows	
7	White roof	

Type C Bus-72 Passenger

The school bus furnished shall comply with all current State of California and Federal Motor Vehicle Safety Standards in effect at time of bid. Additionally, the Chawanakee Unified School District is requiring the following supplementary specifications.

Prior to delivery, the bus shall be prepared for inspection and certification for the operation by the California Highway Patrol. CUSD will not accept a bus that is not prepared for inspection and certification.

Minimum Specifications Required	Specifications Furnished
<p>New school bus capable of transporting up to 72 passenger various options in a proper and safe manner.</p> <p>Bus must be new with transportation miles only.</p> <p>No alternative bids will be accepted.</p>	<p>Year:</p> <p>Manufacturer:</p> <p>Model:</p> <p>Capacity:</p>
<p>Minimum Specifications Required</p> <p>Minimum State of California and Federal Motor Vehicle Safety Standards</p> <p>Diesel engine</p> <p>Dual full air antilock brake system</p>	

Approved Optional Items

Item #	Description	Price
1	CNG Engine	
2	Propane Engine	
3	Air-conditioning	
4	Onspot chains	
5	Hydraulic braking system	
6	Luggage compartment	
7	Tinted windows	
8	White roof	

Type C Bus- 40 Passenger

The school bus furnished shall comply with all current State of California and Federal Motor Vehicle Safety Standards in effect at time of bid. Additionally, the Chawanakee Unified School District is requiring the following supplementary specifications.

Prior to delivery, the bus shall be prepared for inspection and certification for the operation by the California Highway Patrol. CUSD will not accept a bus that is not prepared for inspection and certification.

Minimum Specifications Required	Specifications Furnished
New school bus capable of transporting up to 40 passenger various options in a proper and safe manner. Bus must be new with transportation miles only. No alternative bids will be accepted.	Year: Manufacturer: Model: Capacity:
Minimum Specifications Required Minimum State of California and Federal Motor Vehicle Safety Standards Diesel engine Dual full air antilock brake system	

Approved Optional Items

Item #	Description	Price
1	CNG Engine	
2	Propane Engine	
3	Hydraulic braking system	
4	Air-conditioning	
5	Wheelchair lift	
6	3 wheelchair positions with track seating	
7	6 wheelchair positions with track seating	
8	Integrated car seats	
9	White roof	
10	Tinted windows	
11	Onspot chain system	

Type A Bus- 24 Passenger

The school bus furnished shall comply with all current State of California and Federal Motor Vehicle Safety Standards in effect at time of bid. Additionally, the Chawanakee Unified School District is requiring the following supplementary specifications.

Prior to delivery, the bus shall be prepared for inspection and certification for the operation by the California Highway Patrol. CUSD will not accept a bus that is not prepared for inspection and certification.

Minimum Specifications Required	Specifications Furnished
New school bus capable of transporting up to 24 passenger various options in a proper and safe manner. Bus must be new with transportation miles only. No alternative bids will be accepted.	Year: Manufacturer: Model: Capacity:
Minimum Specifications Required Minimum State of California and Federal Motor Vehicle Safety Standards Gas engine Rear Air-conditioning	

Approved Optional Items

Item #	Description	Price
1	Propane engine	
2	No air-conditioning	
3	Wheelchair lift	
4	1 Wheelchair position with track seating	
5	White roof	
6	Tinted windows	
7	Integrated car seats	
8	On spot chain system	

OFFICIAL BID FORM

The undersigned hereby agrees, if awarded a contract by the Board of Trustees of CUSD, to provide School Bus Fleet Leasing Services in accordance with the foregoing specifications for the bid amount(s) specified below:

BIDS MUST BE ITEMIZED AS FOLLOWS:

1. Interest Rate – 5-year lease term- including all documentation, set-up, origination or other costs in the proposed rate.

All-In Interest Rate: _____%

Index: Please provide an interest rate index and margin for your rate quote to be used. Please utilize like-maturity Treasury index and discuss how the spread is calculated. If your organization uses another index please describe the index and source of data that can be accessed from publicly available information.

Publicly published Index: _____

It is the intent of CUSD to identify a fixed margin against the above selected index to insure interest rate integrity throughout the term of the contract. Please indicate below the margin above the selected index to be fixed at time of closing.

Basis points above index: _____

2. Interest Rate – 7-year lease term- including all documentation, set-up, origination or other costs in the proposed rate.

All-In Interest Rate: _____%

Index: Please provide an interest rate index and margin for your rate quote to be used. Please utilize like-maturity Treasury index and discuss how the spread is calculated. If your organization uses another index please describe the index and source of data that can be accessed from publicly available information.

Publicly published Index: _____

It is the intent of CUSD to identify a fixed margin against the above selected index to insure interest rate integrity throughout the term of the contract. Please indicate below the margin above the selected index to be fixed at time of closing.

Basis points above index: _____

3. Monthly lease payments per base bus type – 5-year lease term

Bus Type	Base Bus Delivered Cost	Sales Tax	Total Delivered Cost	Monthly Lease Payment
Base Type D 82 passenger				
Base Type C 72 passenger				
Base Type C 40 passenger				
Base Type A 24 passenger				

4. Annual lease payments per base bus type – 5-year lease term

Bus Type	Base Bus Delivered Cost	Sales Tax	Total Delivered Cost	Annual Lease Payment
Base Type D 82 passenger				
Base Type C 72 passenger				
Base Type C 40 passenger				
Base Type A 24 passenger				

5. Monthly lease payments per base bus type – 7-year lease term

Bus Type	Base Bus Delivered Cost	Sales Tax	Total Delivered Cost	Monthly Lease Payment
Base Type D 82 passenger				
Base Type C 72 passenger				
Base Type C 40 passenger				
Base Type A 24 passenger				

6. Annual lease payments per bus type – 7-year lease term

Bus Type	Base Bus Delivered Cost	Sales Tax	Total Delivered Cost	Annual Lease Payment
Base Type D 82 passenger				
Base Type C 72 passenger				
Base Type C 40 passenger				
Base Type A 24 passenger				

PROPOSAL SUBMISSION FORM

Board of Trustees
CHAWANAKEE UNIFIED SCHOOL DISTRICT
26065 Outback Industrial Way
O'Neals, CA 93645

Dear Members of The Chawanakee Unified School District Board of Trustees:

The undersigned ("PROPOSER"), doing business under the firm name of

Having carefully examined the Notice to Proposers, the Instructions to Proposers, the Specifications, requirements, forms and all contract documents for **RFP NUMBER #12-2018- SCHOOL BUS FLEET MANAGEMENT, PLANNING, AND LEASING** proposes to perform the contract, including all of its component parts, and to furnish the equipment, labor and materials required by the above-referenced Proposal, and proposed by Proposer within the attached documents. Delivery will be made within one hundred sixty (160) calendar days after District's issuance of Purchase Order. Proposer guarantees that all equipment is of new manufacture and covered by manufacturer's and/or Proposer's warranty.

SUBMITTED BY

PROPOSER COMPANY
NAME

AUTHORIZED SIGNATURE

TYPED OR PRINTED NAME

TITLE

DATE

ADDRESS

CITY/STATE/ZIP

PHONE NUMBER

EMAIL ADDRESS

Participation: PROPOSER agrees to extend contract terms to other political subdivisions, municipalities and tax supported agencies. YES _____ NO _____ (Indicate yes or no with an X in the appropriate box).

**NONCOLLUSION AFFIDAVIT
TO BE EXECUTED
AND RETURNED WITH PROPOSAL
(Public Contract Code Section 7106)**

_____deposes and says that he/she is
_____of _____

the party providing the foregoing proposal; that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the respondent has not directly or indirectly colluded, conspired, connived, or agreed with anyone else to put in a sham proposal; that the respondent has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price, or to fix any overhead, profit, or cost element of the proposal price, or of that of any other respondent, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the proposal are true; and, further, that the respondent has not, directly or indirectly, submitted his or her price or any breakdown thereof, or the contents thereof, or divulged information of date relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, proposal depository, or to any member of agent thereof to effectuate a collusive or sham proposal.

Signature

Typed Name

Company Name

Date