

**SOUTHERN COLUMBIA AREA SCHOOL DISTRICT
800 SOUTHERN DRIVE
CATAWISSA PA 17820**

INVITATION TO BID

Sealed bids for one used 18 – 2 Wheel Chair Passenger Mini School Bus between the model years of 2009 - 2013 will be received by the Southern Columbia Area School District at the District Office in the G.C. Hartman Elementary Center, 800 Southern Drive, Catawissa, Pennsylvania, up to 1:00pm, prevailing time, Monday, June 9, 2014, following which all bids will be publicly opened and read aloud. Any interested parties and the public may attend the bid opening. Bids should be directed to the attention of Michael J Sokoloski, Business Manager. All bidders must familiarize themselves with the Instructions to Bidders and the Specifications which are available at the District Office between the hours of 8:00am and 3:30pm, Monday through Friday. The District reserved the right, in its discretion, to reject any or all bids and to waive irregularities in any bid.

Tresa J. Britch, Board Secretary

Please Run: May 24, 29, and June 2, 2014

**SOUTHERN COLUMBIA AREA SCHOOL DISTRICT
800 SOUTHERN DRIVE
CATAWISSA, PA 17820
570-356-2331**

**BIDDING INFORMATION & SPECIFICATIONS FOR ONE USED 18 – 2 WHEEL CHAIR
PASSENGER MINI SCHOOL BUS BETWEEN THE MODEL YEARS 2009 - 2013**

GENERAL CONDITIONS

SEALED BIDS will be received at the office of the Secretary of the Board of School Directors at the District Office located in the G. C. Hartman Elementary Center, 800 Southern Drive, Catawissa, PA 17820, for one (1) one used 18 – 2 Wheel Chair Passenger Mini School Bus between the model years 2009 - 2013 vehicle in accordance with the specifications attached. Bids are to be addressed to Michael J. Sokoloski, Business Manager, and endorsed on the envelope "BID FOR USED 18 – 2 WHEEL CHAIR PASSENGER MINI SCHOOL BUS". Bids are due no later than 1:00 p.m. prevailing time, June 9, 2014. Bid opening will be at 1:00 p.m. on June 9, 2014 in the District Office, G. C. Hartman Elementary Center. The public or any interested bidder may attend the bid opening. No bid will be entertained unless CERTIFIED CHECK or BID BOND, of 10% of the bid, made payable to SOUTHERN COLUMBIA AREA SCHOOL DISTRICT, and enclosed in the envelope containing the completed bid blank and signed specification sheets.

The successful bidder shall forfeit the deposit if he fails to deliver the specific vehicle in number and capacity of these specified. The vehicle will be delivered by the successful bidder to the G. C. Hartman Elementary Center parking lot no earlier than July 2, 2014, and not later than July 21, 2014.

The successful bidder will be responsible for providing Pennsylvania titles, licenses, including temporary tags, and latest vehicle inspection prior to delivery to the school lot.

The bid price must be the total price of the vehicle(s) delivered to the G. C. Hartman Elementary Center parking lot.

All potential bidders are advised that the minimum specifications stated herein are in no way intended to eliminate or restrict any manufacturer or representative. All interested dealers are encouraged to participate in this bidding arrangement. If equipment available does not meet the minimum specifications stated or is substantially different, please make appropriate notes on a cover page using letterhead stationery and attach to the bid. Additional information that would assist the Board in better understanding and evaluating various types of equipment, materials, etc. is appreciated. Please include this additional information with the completed specification sheets and bidding forms.

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**GENERAL BID REQUIREMENTS FOR USED 18 – 2 WHEEL CHAIR PASSENGER
MINI SCHOOL BUS BETWEEN MODEL YEARS 2009 - 2013**

1. **PREPARATION OF BIDS** - When no reference or change is made on proposal by bidder, it is understood that the specific item named on proposal shall be furnished by bidder. Entries on the bid document must be typewritten or legibly handwritten in ink. Changes, alterations, or interlineations in the bid are not permitted.

All bids must indicate a firm name and be signed by a responsible person or persons as per the Bid Form. Company name must be on all sheets by some satisfactory means (stamp, label, etc.).

2. **DEFAULT** - In the event any property or service to be furnished by the bidder under a contract or purchase order should for any reason not conform to the specifications contained herein and to the sample submitted by the bidder if requested, the Southern Columbia Area School District may reject such property or service. In such event, upon receipt of specific instructions from The Secretary of the Southern Columbia Area School District Board of Directors, the bidder shall immediately remove any rejected property without expense to the Southern Columbia Area School District, and replace it with such property as conforms to the specifications and samples and/or provide additional or alternative property as conforms to the specifications and samples.

Should the bidder default in the performance of the foregoing paragraph, the Southern Columbia Area School District Board of Directors may procure such property or services from other sources in any manner provided by law and shall have the absolute right to deduct from any monies due to the bidder, or that may thereafter come due to the bidder, the difference between the contract price and the actual cost of the property or services to be replaced or substituted. The price paid by the Southern Columbia Area School District in such event shall be the prevailing market price at the time the substitute purchase is made, or in the event that it is necessary to seek bids for such property or service, the amount of the successful bid.

Exclusive jurisdiction and venue for any dispute relating to any matters pertaining to any bid (or to any contract resulting from any bid) shall be in the Court of Common Pleas of Columbia County, Pennsylvania; and any such dispute shall be governed by the laws of the Commonwealth of Pennsylvania.

3. **WITHDRAWAL OF BIDS** - Bidder may withdraw his bid from consideration after the bid opening if the price bid was submitted in good faith and the bidder submits credible evidence that the reason for the price being substantially lower was a clerical mistake as opposed to a judgment mistake, and was actually due to an unintentional and substantial arithmetical error. Notice of a claim of the right to withdraw such bid must be made within five (5) business days after the opening of bids.

4. **BIDDERS EVIDENCE OF RESPONSIBILITY** - Bidders may not withdraw bids for a period of 30 days after the date set for the opening thereof. No rights shall accrue to any bidder submitting a bid until such bid has been awarded and until properly executed purchase orders are received.

The successful bidder shall not assign the performance of the contract or any portion thereof to any other person without the prior written consent from the Southern Columbia Area School District.

Substitution - When the schedule of items indicates a brand name, a specific manufacturer's catalog reference or as "per sample," the bidder may bid an item other than that named in the schedule as an equal thereto. In all such instances, the proposed substitution shall be clearly described in the bid with the name of the manufacturer, the brand and/or trade name, and any variation from the specifications or standard. Unless a substitution is so indicated, the bidder shall be required to deliver the item as specified in the schedule.

The successful bidder agrees that in the event the Southern Columbia Area School District has accepted and paid for a shipment of a specified item(s), but shall discover upon opening at a later date that the item(s) does not conform to specifications and/or other quality standards of the sample(s) herewith, the bidder agrees to replace any or all of the quality rejected products with products that meet specifications and/or conform to standards of the sample(s) without extra charge to the school agency.

5. **AWARD - CONTRACT** - If any bid is accepted, the contract shall consist of the General Solicitation Statement, the Specifications applicable to the bid, these General Bid Requirements, the Bidder's Proposal, and the Bid Bond (see item 6 below). The contract shall be interpreted, construed and given effect in all respects according to the laws of the Commonwealth of Pennsylvania.

The Southern Columbia Area School District may accept or reject any or all bids or parts of bids and may waive informalities, technicalities and irregularities and/or select one or more items from any bid. The judgment of the Southern Columbia Area School District on such matters shall be final.

6. **BID BOND** - No bid will be entertained unless accompanied by a deposit of ten per cent (10%), same to be a CERTIFIED CHECK or BID BOND, of the same amount of the bid, made payable to Southern Columbia Area School District, and enclosed in the envelope containing the completed bid blank and signed specifications sheets.
7. **BILLING** - Invoices shall be sent to the Southern Columbia Area School District business office.
8. **TAXES** - The Southern Columbia Area School District is exempt from state sales tax and federal excise taxes.
9. **RIGHTS AND REMEDIES** - The rights and remedies of the Southern Columbia Area School District Board of Directors provided above shall be exclusive and are in addition

to any other rights and remedies provided by law of under the contract. The Southern Columbia Area School District reserves the right to waive any informalities or reject any and all bids.

10. **CHARGES AND EXTRAS** - All prices are to be firm net prices and are to be f.o.b. destination and are to include all charges for inside delivery, insurance, license feels, permits, costs of bonds, or any other costs.
11. **PAYMENT** - Payment will be approved at the Board Meeting following delivery and acceptance of the vehicle.

**SOUTHERN COLUMBIA AREA SCHOOL DISTRICT
800 SOUTHERN DRIVE
CATAWISSA, PA 17820**

**SPECIFICATIONS FOR ONE USED 18 – 2 WHEEL CHAIR PASSENGER MINI
SCHOOL BUS MODEL YEARS 2009 - 2013**

1. General Description
One used Year 2009 - 2013 18 – 2 WHEEL CHAIR PASSENGER MINI SCHOOL BUS passenger bus with a gasoline engine. Acceptance of bids for used vehicles is at the discretion of the Board following review of the vehicle.
2. Lettering
Lettering and numbering shall be in accordance with Pennsylvania regulations as to size, color and location. Both sides of the bus shall be lettered SOUTHERN COLUMBIA AREA SD.
3. Minimum Standards
The bus must be ready to operate and carry a current state inspection sticker. In the event that the bus is rejected by the Pennsylvania State Police during their inspection, it will be the bidder's responsibility to make whatever corrections are necessary to fully comply with the School Bus Regulations and Requirements. The chassis and body must conform fully to the standards, rules, and regulations relating to the transportation of public school pupils adopted by the Pennsylvania Council of Education on September 9, 1960, revised February 1969, and all subsequent amendments and supplements, thereto. Bidders must guarantee that the chassis and body upon which their bid is submitted fully meets all said regulations and specifications.
4. Certification
 - a. Chassis manufacturer shall submit to the school district a copy of the certification from the Department of Education, that their product meets the minimum standards or better.
 - b. Bus body manufacturer shall submit to the school district a copy of the certification that the bus body meets the Static Load Test Code for School Bus Body Structure.
5. Waiver of Specifications
The Board of School Directors reserves the right to waive strict adherence to non-mandatory specification by bidders where it is felt that such a waiver is in the best interest of the school district.
6. Demonstration
All bidders must be willing and able to demonstrate the units that they bid.
7. Bus Delivery
Notify the Transportation Department of delivery date and time two business days prior to delivery. Call the Transportation Department at 570-356-2141 or 570-356-3502.
8. Warranty
A copy of the manufacturer's warranty shall be included with and become part of the bid. Such warranties shall include the following:

- a. The successful bidder shall guarantee the bus for a period of one (1) year from date of delivery, including failure of any components manufactured by outside suppliers and included as original equipment. If the warranty provided by such outside suppliers exceeds that of the manufacturer, it should be so stated and will take precedence.
- b. The successful bidder shall guarantee for a minimum of one (1) year or unlimited miles from date of delivery:
 - i) Failure in major structural components including those caused by deterioration due to rust.
 - ii) Rust perforation of sheet metal surfaces and paint adhesion failures.
 - iii) Failure in seat frames and barrier frames.
- c. Engine shall be guaranteed for a minimum of 12 months and unlimited miles, 100% parts and labor.
- d. Transmission shall be guaranteed for a minimum of 12 months and unlimited miles.
- e. Drive train shall be guaranteed for a minimum of 12 months and unlimited miles.

9. School Bus Chassis

Bidders must check “Yes” or “No” in the space provided at each line of the following specifications. Any exceptions must be explained on a cover page using letterhead stationery to be attached to the bid:

	YES	NO	
Engine			Base Bid: Gasoline – 6.0 Liter, GM with minimum 160HP @ 3400rpm
			Oil filter – spin on full flow oil-lube filters & fuel filters
			Air cleaner, heavy duty
			Engine governor – set at manufacturer’s recommended maximum engine speed
			Aluminized or stainless steel muffler
Transmission			4 speed automatic
Axles			Front – minimum rated capacity to be 4,300 pounds
			Rear – minimum rated capacity to be 7,500 pounds; minimum ratio to be 4.10:1
Brakes			Hydraulic dual system with antilock; front disc; rear drum
Shock Absorbers			Front and rear, double acting, compatible with manufacturer’s rated axle capacity
Suspension			Front – 4,300 pond capacity
			Rear – leaf-type, two stage

Wheels			16" x 6" disc
Tires			Front – Single LT225/75R16D, 10-ply Min. 12/32
			Rear – Dual LT225/75R16D, 10-ply mud & snow Min 12/32
			Spare – full size spare to be included (Tire & Wheel)
Steering			Power steering with tilt wheel
Electrical System			Minimum 124 amp alternator with a minimum charging of 20 amps at manufacturer's recommended idling speed
			Dual 600CCA Battery
			Dual electric horns
			Turn signal switch to be self-canceling
General			Speedometer to be equipped with odometer that will records tents of a mile
			Minimum 35 gallon safety fuel tank to meet all federal and state standards
			Paint to meet Pennsylvania Minimum Standards for School Buses
			Chassis identifications and operator's manual
			Engine block heater included (diesel only)

10. School Bus Body

Bidders must check "Yes" or "No" in the space provided at each line of the following specifications. Any exceptions must be explained on a cover page using letterhead stationery to be attached to the bid:

	YES	NO	
General			Head room – minimum 74 inches
			Capacity –
			Fully undercoated
			Windshield shaded and tinted
			Fiberglass insulation in roof, sides and rear of body – minimum 1 inch
Floor coverings			Rubber entrance steps and wheel houses
			Ribbed rubber aisles with seams covered with non-rust metal molding

			Smooth rubber driver's mat, wheel houses and under seats.
Seats			Passenger seats shall be wall-mounted facing forward. Seat frames at sides, front, top and back shall be heavily covered and padded. Back of driver's seat facing passengers shall be padded. All seats to meet FMVSS 222. One seat located at left side door to be flip-type seat to comply with FMVSS 217
			Seats shall be constructed and installed in compliance with federal and Pennsylvania minimum standard for school buses. Fire block upholstery for seats and backs in lieu of standard leatherette upholstery. High quality to resist puncturing and tearing. Kelvar Aramid Nomex (By Athol) fire and flame retardant. Style 9926FR crush grain.
			Upholstered shoulder rails to match upholstery
Entrance Door			Open out type door, control to be first line quality
			Bottom step at service door not to exceed 14" from the ground
Rear Door			Upper and lower glass, three-point lock with reflective tape around plus vandal lock
Windshield Wipers			Dual intermittent type, electrically operated
Mirrors			Heated exterior – on each side, 6" x 9" with 5" convex
			Interior – 6" x 16"
Safety Cross Mirror			Two heated quadrispherical mirrors mounted on each front corner to comply with FMVSS III
Heaters			One (1) main unit and one (1) rear unit (minimum 50,000 BTU capacity) to be covered with steel mesh (plastic is not acceptable) having no exposed wiring
Lights			Four (4) interior dome lights and one (1) driver's dome light
			State approved system of amber and red hooded warning lights on both front and rear of the vehicle
			Dual seven-inch stop lights at rear, red
			Dual four-inch reverse lights
			Dual seven-inch turn signal lights at rear, amber
Lettering			"SCHOOL BUS" in 8" black letters, front and rear
			"SOUTHERN COLUMBIA AREA SD" in 6" black

			letters on both sides
			All emergency exits to be marked
Mud Flaps:			Installed on front and rear, mounted on body
Electric Stop Signal			18" octagonal blade, red with white letters, ½" white border and 2 alternately flashing lights
General			Minimum wheelbase of 139"
			Seat belts throughout the vehicle
			Electrical windshield washers
			24-unit first aid kit, wrecking bar, fire extinguisher and body fluid kit
			Three (3) triangular reflectors Signal Stet 798 Warning kit or equal
			Back-up warning alarms
			Roof escape hatch with ventilator, buzzer, warning switch and outside release handle
			AM/FM radio with speakers
			Yellow blade electric crossing arm mounted on front bumper
			1 set of tire chains to fit rear tires
Construction			Basic school bus body with pre-coated G-90 galvanized steel
			Subfloor shall consist of 5/8 inch exterior grade plywood
Windows:			Minimum four windows per side with 62% light transmission
Outer guardrails			Three (3) sets of rub rails with black paint
Step Well			Step well shall be built into the body with three (3) step risers of equal height. The steps shall be completely enclosed and entrance doors fit snugly against bottom step tread forming a draft-free seal
			Steps shall be covered with ribbed black rubber with white nosing and diamonette trim on floor edge to prevent wear
Lift			Wheel Chair Lift

