

## BID INVITATION

Parkland College invites you to submit a written bid for a **15 Passenger Commercial Bus**. Specifications and bidding requirements are enclosed.

Please address written bids to Purchasing, Room A108, Parkland College, 2400 West Bradley Avenue, Champaign, IL 61821-1899. Use the enclosed envelope marked **Bid #2020-006 Commercial Bus** to ensure delivery. Bids must be received no later than **2:00 p.m.** on **Wednesday, September 25, 2019**, at which time they will be publicly opened and read in **Room A108**. If sending your bid by means other than the United States Postal Service, please indicate on the outside of the envelope "Bid #2020-006 Commercial Bus". Bids sent by facsimile machine or email will not be accepted.

The Board of Trustees of Parkland College reserves the right to reject all or any part of a bid submitted, to waive any technicalities or informalities in the bidding, and to accept a bid or combination of bids deemed most favorable to and in the best interest of the college after all bids have been examined and evaluated. All bidders must fully comply with all local, state, and federal laws regarding bidding on public projects and the performance of services or supplying of goods under a bid.

Questions about bid specifications may be addressed to William Colbrook, at (217) 351-2369 or by email at [wcolbrook@parkland.edu](mailto:wcolbrook@parkland.edu).

Sincerely,

Chris Randles  
V.P. of Administrative Services and Chief Financial Officer

Encl:

Bid form  
Return envelope

**General Terms and Conditions applying to Bid #2020-006:**

1. Vehicle shall meet or exceed all state and federal regulations in effect at time of manufacturing, as they pertain to the type of vehicle being requested.
2. Bidder/manufacturer shall certify that vehicle being bid does not exceed the maximum GVWR when loaded per the requirements of the chassis manufacturer.
3. Bidder shall submit product catalogs for the vehicle being proposed.
4. Bidder shall submit proposed floor plan with bid.
5. Bidder must be a fully licensed and bonded vehicle dealer in the State of Illinois. A copy of dealer's license must be submitted with the bid.
6. Bus shall **not** require a Commercial Driver's License (CDL) to operate.

**Prices and Payments:**

1. All bid prices shall be complete and include warranty, title, license plates, and delivery of the completed vehicle to Parkland College, 2400 West Bradley Avenue, Champaign, Illinois 61821. Delivery arrangements are to be coordinated with William Colbrook, Director of Public Safety, (217)351-2369.
2. Contract will be an official Parkland College purchase order, to be issued after approval of the bid by the Board of Trustees. **Purchase order will not be issued prior to October 23, 2019. Parkland College would like to request delivery no later than January 1, 2020. Vendor must indicate anticipated delivery date on official bid form.**
3. Payment shall be made in accordance with these specifications and the bid proposal submitted by the bidder. Bid must be guaranteed for a period of no less than ninety (90) days from bid date. Payment will be made upon delivery and acceptance of the vehicle.
4. Full payment will be made when the unit is delivered to Parkland College and inspected to verify compliance with bid specifications, free of damage and properly invoiced.
5. Parkland College is tax exempt. A copy of the exemption certificate will be furnished on request.

**Any bid not received by said time and at said place will not be considered. Bids sent by facsimile machine or email will not be accepted. The bids will be publicly opened and announced on Wednesday, September 25, 2019 at 2:00 p.m. in Room A108 on the Parkland College campus. No decision will be made at that time.**

**Scope**

This specification is written around specific needs of the college and has been done to establish a certain standard of performance. It is the intent of Parkland College to purchase a new 15 passenger commercial bus that meets the following specifications and requirements.

**Purpose**

The purpose of these specifications is to describe a 15 passenger commercial bus, which will be used to meet the transportation needs of Parkland College.

**General**

This is a specification for a 15 passenger commercial bus. Bidders must answer all questions. Any unanswered questions will be considered noncompliant and nonresponsive and subject to rejection.

**Business Enterprise for Minorities, Females, and Persons with Disabilities**

Consistent with the Business Enterprise for Minorities, Females, and Persons with Disabilities Act, 30 ILCS 575/0.01, *et seq.* (the "Act"), it is the policy of Parkland College to foster and encourage the continued economic development of minority owned businesses, female owned businesses, and businesses owned by a person with a disability.

When Parkland College is required to competitively bid a contract, the bid documents shall additionally require all potential bidders to submit their name, the bid amount, a statement confirming whether the bidder is including in its bid work to be performed by certified as a minority owned businesses, female owned businesses, and businesses owned by a person with a disability.

Are you certified as a minority owned business or female owned or person with a disability owned business?

Yes \_\_\_\_\_ No \_\_\_\_\_

**SPECIFICATIONS AND REQUIREMENTS**

Prepare your line-itemized bid to clearly reflect specifications outlined below for **Parkland College – BID #2020-006**.

**Specifications:**

Furnish one (1) new Model year 2019 or 2020 fifteen (15) passenger (including driver) bus with interior overhead storage and rear luggage compartment in accordance with the specifications listed below.

**Does your bid comply? Yes \_\_\_\_\_ No \_\_\_\_\_**

**General Requirements**

Bus to be equipped with:

1. Model year 2019 or 2020 chassis (indicate year, make & model on bid form)

**Does your bid comply? Yes \_\_\_\_\_ No \_\_\_\_\_**

2. 14 passenger bus seating (indicate make & model on bid form)

**Does your bid comply? Yes \_\_\_\_\_ No \_\_\_\_\_**

3. Minimum 6.8L gasoline engine

**Does your bid comply? Yes \_\_\_\_\_ No \_\_\_\_\_**

4. Minimum 158" wheelbase  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
5. Automatic transmission w/overdrive  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
6. Minimum 12,300 lb. GVWR  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
7. Heavy duty radiator  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
8. Dual rear wheels  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
9. Stainless steel wheel inserts  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
10. Rear wheel valve stem extenders  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
11. Front/rear power hydraulic disc brakes with 4 wheel ABS  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
12. 225 amp alternator  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
13. Front and rear shock absorbers  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
14. Front stabilizer bar  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
15. Power steering  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
16. Tilt wheel with cruise control  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
17. Driver and copilot (if equipped) air bag  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
18. Intermittent windshield wipers  
**Does your bid comply? Yes\_\_\_ No\_\_\_**

19. In-dash heater, defroster, and A/C system

**Does your bid comply?** Yes\_\_\_ No\_\_\_

20. Driver and copilot (if equipped) high-back reclining seats with flip up armrest

**Does your bid comply?** Yes\_\_\_ No\_\_\_

21. Coolant, oil pressure, voltage, and fuel level gauges

**Does your bid comply?** Yes\_\_\_ No\_\_\_

22. Heated/remote adjustable exterior mirrors with convex

**Does your bid comply?** Yes\_\_\_ No\_\_\_

23. Driver and copilot (if equipped) door

**Does your bid comply?** Yes\_\_\_ No\_\_\_

24. Tinted windshield

**Does your bid comply?** Yes\_\_\_ No\_\_\_

25. Driver and copilot (if equipped) sun visor

**Does your bid comply?** Yes\_\_\_ No\_\_\_

26. Console cover over engine compartment with cup holders and storage compartments

**Does your bid comply?** Yes\_\_\_ No\_\_\_

27. Front license plate bracket

**Does your bid comply?** Yes\_\_\_ No\_\_\_

28. Rubber floor mat in driver and copilot (if equipped) area

**Does your bid comply?** Yes\_\_\_ No\_\_\_

29. Radio/stereo system with clock, with driver area and rear passenger speaker output

**Does your bid comply?** Yes\_\_\_ No\_\_\_

30. Engine block heater

**Does your bid comply?** Yes\_\_\_ No\_\_\_

**Bus Body Features:**

1. Minimum 75" interior headroom

**Does your bid comply?** Yes\_\_\_ No\_\_\_

2. Minimum 90" interior width

**Does your bid comply?** Yes\_\_\_ No\_\_\_

3. Maximum 100" exterior body width  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
4. Maximum 120" exterior height  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
5. Bus body must meet FMVSS 220 – School Bus Roll-Over Protection  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
6. Bus body must meet FMVSS 221 – School Bus Body Joint Strength  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
7. Fully insulated in roof, sides, and rear  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
8. Industrial non-slip rubber flooring under seats  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
9. Industrial non-slip rubber flooring on aisle and entrance steps  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
10. Safety step nosing  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
11. Complete body undercoating  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
12. Ground effects skirting  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
13. Electrically operated entrance door with full tempered glass  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
14. Exterior entrance door key switch  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
15. Left and right side entry assist rails  
**Does your bid comply? Yes\_\_\_ No\_\_\_**
16. Passenger entrance and driver modesty panels  
**Does your bid comply? Yes\_\_\_ No\_\_\_**

17. Track seating for all passenger seats  
Does your bid comply? Yes\_\_\_ No\_\_\_
18. Solid pane tinted side windows  
Does your bid comply? Yes\_\_\_ No\_\_\_
19. Emergency exit windows, push out (2)  
Does your bid comply? Yes\_\_\_ No\_\_\_
20. Color coded wiring with schematics  
Does your bid comply? Yes\_\_\_ No\_\_\_
21. Easy access electrical panel mounted inside  
Does your bid comply? Yes\_\_\_ No\_\_\_
22. Overhead passenger reading lights at each seat  
Does your bid comply? Yes\_\_\_ No\_\_\_
23. USB charging ports at each seat  
Does your bid comply? Yes\_\_\_ No\_\_\_
24. Light package (driver courtesy light, overhead lights, and entrance door light)  
Does your bid comply? Yes\_\_\_ No\_\_\_
25. High mount LED center stop lamp  
Does your bid comply? Yes\_\_\_ No\_\_\_
26. Reverse alarm  
Does your bid comply? Yes\_\_\_ No\_\_\_
27. LED running and clearance lights  
Does your bid comply? Yes\_\_\_ No\_\_\_
28. LED stop and turn lights  
Does your bid comply? Yes\_\_\_ No\_\_\_
29. Mid-ship LED turn/marker lamps  
Does your bid comply? Yes\_\_\_ No\_\_\_
30. One piece steel front and rear bumper  
Does your bid comply? Yes\_\_\_ No\_\_\_
31. Minimum 65,000 BTU rear air conditioning  
Does your bid comply? Yes\_\_\_ No\_\_\_

32. Minimum 65,000 BTU rear heater

Does your bid comply? Yes \_\_\_ No \_\_\_

33. Rear heat/air-conditioning control unit located in the driver/copilot area for increased efficiency

Does your bid comply? Yes \_\_\_ No \_\_\_

34. Rear luggage compartment with LED compartment light

Does your bid comply? Yes \_\_\_ No \_\_\_

35. Single HD rear luggage door

Does your bid comply? Yes \_\_\_ No \_\_\_

36. Gas charged "hold open" shock for rear door

Does your bid comply? Yes \_\_\_ No \_\_\_

37. Rear door ajar alarm

Does your bid comply? Yes \_\_\_ No \_\_\_

38. Safety roof hatch/vent

Does your bid comply? Yes \_\_\_ No \_\_\_

39. Rear mud flaps

Does your bid comply? Yes \_\_\_ No \_\_\_

40. No exterior graphics package

Does your bid comply? Yes \_\_\_ No \_\_\_

41. Back-up camera system with rearview monitor

Does your bid include? Yes \_\_\_ No \_\_\_

**Passenger Seating:**

Seating to be upholstered, reclining, high-back passenger seats, with retractable seat belts, and isle-side armrests. Color to be determined prior to purchase. Rear row against the wall does not recline.

Does your bid comply? Yes \_\_\_ No \_\_\_

**Safety Equipment:**

Safety equipment included in bid price includes emergency triangle reflector kit, first aid kit, and fire extinguisher. State of Illinois safety inspection required.

Does your bid comply? Yes \_\_\_ No \_\_\_



**PARKLAND COLLEGE  
BID FORM**

Bid Price for one: \_\_\_\_\_  
(Specify Year, Make, Model and Chassis type)

Total Price           \$ \_\_\_\_\_  
(Price to include Warranty, Title, License Plates and Delivery)

Vendor Name: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email address: \_\_\_\_\_ Company website: \_\_\_\_\_

Authorized Representative (please print) \_\_\_\_\_

Signature of Authorized Representative \_\_\_\_\_

Anticipated delivery date, if order placed on or before October 28, 2019 \_\_\_\_\_

**Enclose with this bid form:**

- Brochures of proposed bus
- Copies of all applicable warranties
- Floor plan
- Copy of State of Illinois dealer license

**Attach on separate sheet:**

- Please indicate any deviations from the general specifications