

The Rhodes Schools

Ellis W. Douglas, Educational Consultant
1146 Marcella Street
Houston, TX 77091-5517
Phone 281-636-2302 Email: ewdouglas@hotmail.com

NOTICE TO PROPOSERS

The Rhodes School is accepting sealed Requests for Proposals (hereafter referred to as RFP or proposal) for **New or Used School Buses** until **Wednesday, July 03, 2019 at 12 noon.** Proposals will be opened **Friday, July 05, 2019 at 3:00 P.M.** in the Rhodes School Administration Office, Main Conference Room and responding vendor names will be read aloud.

Method of Delivery

Proposals must be sealed and delivered in person, by certified mail, or via courier to : Ellis W. Douglas, Educational Consultant, 1146 Marcella Street, Houston, TX 77091-5517 no later than Wednesday, **July 03, 2019 at 12 noon.**

Proposal Envelopes must be sealed and plainly marked as described below:

<p>PROPOSAL: New or Used School Buses</p> <p>COMPANY NAME: _____</p> <p>DO NOT OPEN UNTIL: July 05, 2019 at 3:00 P.M.</p>
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Disqualified Proposals

Proposals received later than the specified time, whether delivered in person or mailed, will be disqualified and returned. Faxed or emailed proposals do not meet the sealed proposal requirement and will also be disqualified.

Bid Tabulations

After the proposal is awarded by the Board of Trustees, a tabulation summary will be posted to the school's website, under "New or Used School Buses Bid Tabulations" <http://rhodesschool.org>. Scroll to bottom footer and click Accountability link then click New or Used School Buses under Request for Proposal.

The Rhodes School reserves the right to accept or reject any/or all proposals or to make awards as they appear to be advantageous to the school and to waive any and all informalities.

Addendums

Responding participants should periodically check the school's website www.rhodesschool.org for any **addendum clarifications** that may occur prior to the proposal due date. (See, "New or Used School Buses RFP"). Questions regarding the proposal are to be submitted in writing to Ellis W. Douglas, Educational Consultant, ewdouglas@hotmail.com

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**The Rhodes Schools
REQUEST FOR PROPOSAL FORM**

Title: Educational Consultant
Issue Date: June 19, 2019
E-mail: ewdouglas@hotmail.com

Contact Person: Ellis W. Douglas
Phone #: (281)636-2302

RETURN PROPOSAL NO LATER THAN: JULY 3, 2019, at 12:00 Noon

RETURN PROPOSALS AND ADDENDA TO:

Educational Consultant
Attn: Ellis W. Douglas
**1146 Marcella Street
Houston, Texas 77091-5517**
Attn: "New or Used School Buses Proposal"

The Proposer hereby declares understanding, agreement and certification of compliance to provide the items and/or services at the prices quoted, in accordance with all terms and conditions, requirements and specifications of the original Request for Proposal (RFP) and as modified by any addenda thereto.

SIGNATURE REQUIRED

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

**The Rhodes Schools
Houston, Tx 77029**

**New or Used Buses
Request for Proposal (RFP)**

IMPORTANT DATES

ISSUE DATE: June 19, 2019

QUESTIONS DUE TO Consultant: June 26, 2019, by 4:00 p.m.

DEADLINE DATE and TIME: July 03, 2019, no later than 12:00 NOON

Proposals received after the deadline may not be accepted and may be returned to the vendor unopened.

SCOPE OF PROPOSAL

New or Used School Buses

The Rhodes School has the need to purchase Eight (8) TYPE C THOMAS/ INTERNATIONAL 54/78 -PASSENGER, NEW or USED BUSES with air conditioning, (4) Mobile Two-Way Radios with four (4) coax kits and antennas, and (4) digital video recorders with (4) cameras. Installation will be included with purchase of buses. It is the responsibility of the suppliers of the buses to provide installation of the digital video recorder and Mobile Two-Way Radios on buses before delivery. The installation of the cameras will be approved by a school representative prior to install.

BIDS WILL BE ACCEPTED ON EIGHT (8) TYPE C THOMAS/ INTERNATIONAL 54/78 PASSENGER BUSES AND WILLING TO OBTAIN FROM DIFFERENT VENDORS. BIDS WILL NOT BE ACCEPTED FOR BUSES WITHOUT CAMERAS, RADIOS AND AIR CONDITIONING.

However, the mentioned quantity shall not be construed to be a guarantee of either minimum or maximum quantities. Although the quantities required are substantially correct, the school reserves the right to purchase additional quantities above that stated at the same unit price unless otherwise specified by the vendor.

The Rhodes School reserves the right to make awards to more than one vendor.

Proposers shall be an authorized dealer or distributor for the buses needed. The specifications should allow consideration of several buses. The Rhodes School will consider all proposals offered and evaluate which will best meet the school's needs.

If a signed contract is required, terms and conditions must be provided with your proposal.

It is anticipated that the proposal will be awarded at the **July 2019** School Board meeting. The bid tabulation summary will be available after the **July 2019** School Board meeting.

After the proposal is awarded by the Board of Trustees, a tabulation summary will be posted to the school's website, under "New or Used School Buses Bid Tabulations"
<http://rhodesschool.org>. Scroll to bottom footer click Accountability then click New or Used School Buses under Request for Proposal.

**SPECIAL TERMS AND CONDITIONS
New or Used School Buses**

QUANTITIES AND AMOUNT OF SERVICES REQUIRED

Buses will be ordered after the **July 2019** School Board meeting. **Delivery of buses must be received at The Rhodes School within 7 DAYS from the date the purchase order is issued.** Purchase order will not be issued until on/after the **July 2019** School Board Meeting.

DELIVERIES

The school buses are to be delivered to the Rhodes School for the Performing Arts: Transportation Department, 12822 Robert E. Lee, Houston, TX 77044.

For all deliveries must reference a purchase order.

NOTE: This document is not a Purchase order

Proposal must include all delivery charges to get these buses to this location. The school will pay no more than the proposed price.

Delivery hours are from 8:00 AM until 4:00 PM Central Standard time.

Delivery for proposed quantities must be made by August 5, 2019

Delivery on Schedule – Delivery of all school buses on schedule is critical. The ability to deliver as specified may be a factor in making awards. **A vendor who fails to make delivery in accordance with the terms of the purchase order may be liable for actual damages suffered by the school. The amount of such damages shall be determined by the school.**

Although all buses may not be purchased at this time, please provide prices for a minimum of eight (8) buses as well as the year of each bus.

BUS TYPE	QUANTITY
New or Used Buses -no more than 5 years old (2015-2019) Thomas/International Built Type C (54-78 Capacity) 70,000 or less miles	6
New or Used Buses – no more than 7 years old (2012-2019)	2

Thomas/International Built Type C (54-78 capacity) 130,000 or less miles	
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GENERAL TERMS AND CONDITIONS

1. **APPLICABILITY** These conditions are applicable and form a part of the contract documents in each equipment and/or service contract and a part of the terms of each purchase order for items of equipment and/or service included in the specifications and bid forms issued herewith.
2. **SPECIFICATIONS** may be those developed by the school and required by the Texas Education Agency (TEA) Title 2 Sub F Chapter 34.
3. **QUESTIONS** concerning this proposal package shall be addressed to Ellis W. Douglas, Educational Consultant at (281) 636-2302 and ewdouglas@hotmail.com.
4. **BIDS SHALL BE SUBMITTED ON THESE FORMS.**
Bids **must** be submitted on the Rhodes School bid form in the space provided for pricing. If bidder does not fill in the blank with the bid price, it will be considered a no bid. Bid price and any alternate bid price **must** appear on the **Rhodes School bid form**. Deviations to any conditions and/or specifications shall be conspicuously noted in writing by the bidder and shall be included with the bid in the form of manufacturing product, specifications, and/or brochures.

ONLY SEALED BIDS ARE ACCEPTABLE. FAXED BIDS WILL NOT BE ACCEPTED.

5. **QUANTITIES AND AMOUNT OF SERVICES REQUIRED**
Buses will be ordered after **the July 2019** Rhodes School Board meeting. **Delivery of buses must be received at the Rhodes School within 7 DAYS from the date the purchase order is issued.** Purchase order will not be issued until on/after the **July 2019** Rhodes School Board meeting.
6. In the event the school is in need to purchase additional buses after the original order, how long will the vendor guarantee the price? (Please answer on page 12 under the Specifications sheet.)
7. **DELIVERIES** The school buses are to be delivered to:
Rhodes School Transportation, 12822 Robert E. Lee, Houston, TX 77044.
Paperwork for all deliveries must reference a purchase order.
NOTE: This document is not a purchase order
 - 7.1 Proposal must include all delivery charges to get these buses to this location. The school will pay no more than the proposed price.
 - 7.2 Delivery hours are from 8:00 AM until 4:00 PM Central Standard time.
 - 7.3 **Delivery for proposed quantities must be made by August 5, 2019**
 - 7.4 Delivery on Schedule – Delivery of all school buses on schedule is critical. The ability to deliver as specified may be a factor in making awards. **A vendor who**

fails to make delivery in accordance with the terms of the purchase order may be liable for actual damages suffered by the school. The amount of such damages shall be determined by the school.

8. **WARRANTY CONDITIONS** A minimum two (2)-year, 40,000 mile warranty must cover the chassis, frame members, body shell, paint adhesion and seat frames. The diesel engine shall cover a two (2) year, 40,000 mile warranty from the seller. **Any costs associated with these warranties must be included in the price of the buses. The school will pay no more than the proposal price.**

9. **EVALUATION OF BIDS** It is not the policy of the Rhodes School to purchase because of the lowest price. The following items are considered to determine the best value for The Rhodes School. Education Code 44.031
 1. **availability of delivery of buses before August 5, 2019**
 2. probability of continuous availability
 3. **safety record**
 4. Location of Service Center
 5. the purchase price;
 6. The reputation of the vendor and of the vendor's goods or services; with the Rhodes School and other districts.
 7. the quality of the vendor's goods or services;
 8. the extent to which the goods or services meet the school's needs;
 9. The vendor's past relationship with the school including promise to deliver date.
 10. the total long-term cost to the school to acquire the vendor's goods or services;
 - (A) Has its principal place of service in this city
 11. Other relevant factor specifically listed in any section of the request for bids or proposals

10. **DISCLOSURES:**
 - 10.1 **BY SIGNING THIS BID**, a bidder affirms that he/she has not given, offered to give, not intends to give at any time hereafter any economic opportunity, future employment, gift loan, gratuity, special discount, favor or service to a public servant in connection with the bid submitted. Bidder shall disclose whether any of the school's board members or administrative executives has any business or familiar relationships with bidder or bidder's principal offices or employees.
 - 10.2 **BIDDER SHALL NOTE** any and all relationships that might be a conflict of interest and include such information with the bid.
 - 10.3 **BY SIGNING THIS BID**, a bidder affirms that, to the best of his/her knowledge, the bid has been arrived at independently, and is submitted without collusion with anyone to obtain information or gain any favoritism that would anyway limit

competition or give them an unfair advantage over other bidders in the award of this bid.

11. **CONTRACTS FOR PURCHASE** will be put into effect by means of a purchase order(s) upon authorized request executed by the Rhodes if the proposal is awarded.
Purchase order will not be issued until on/after the July 2019 Board Meeting
 - 11.1 Any additional agreements/contracts to be signed by the Rhodes School shall be included with the bid.
 - 11.2 Prices for all goods and/or services shall be negotiated to a firm amount for the duration of this contract or as agreed to in terms of time frame.
 - 11.3 Tax Exemption: The Rhodes School is exempt from payment of taxes under Chapter 20, Title 122A, Revised Civil Statutes of Texas, for the purpose of tangible personal property.

12. **TERMINATION OF CONTRACT:** **It is understood that the school retains the option to terminate this agreement if for any reason the vendor can't fulfill their written and signed agreement of this proposal.** The termination will become effective and this agreement shall terminate following written notification of intent.

13. **CONFIDENTIAL INFORMATION OR TRADE SECRETS (Government Code, Article 252.049).** If any of the information is considered to be confidential or a trade secret belonging to the bidder and, if released would give advantage to a competitor or bidder, that information should be filed with the bid in a separate envelope marked **"CONFIDENTIAL – DO NOT DUPLICATE WITHOUT PERMISSION"**.

**SPECIFICATIONS
New or Used School Buses**

***** Please review General Terms and Conditions and Specifications thoroughly *****

**CONVENTIONAL SCHOOL BUSES WITH AIR CONDITIONING- ONE 24/7 DIGITAL
DVR WITH 4 CAMERAS, MOBILE TWO-WAY RADIO WITH COAX KIT AND
ANTENNA**

Estimated quantity to purchase – Eight (8) Type C 54/78 passengers

- 1. BUSES ARE TO MEET OR EXCEED ALL 2019 STATE OF TEXAS SPECIFICATIONS FOR SCHOOL BUSES AS PUBLISHED IN DOCUMENT # 070-SB-05 BY THE STATE PURCHASING AND GENERAL SERVICES COMMISSION.**
- 2. BUSES REQUIRED TO BE CONVENTIONAL TYPE**
- 3. ELECTRONIC FUEL INJECTED DIESEL SMOKELESS ENGINE TO BE A MINIMUM OF 200 HORSEPOWER (Cummins Engine Preferred)**
- 4. AUTOMATIC TRANSMISSION TO BE AN ALLISON AT2500**
- 5. ALTERNATOR TO BE A MINIMUM OF 340 AMPS (KEI KP3401 REQUIRED)**
- 6. FULL AIR BRAKE SYSTEM WITH AUTO SLACK ADJUSTERS & MOISTURE INJECTORS**
- 7. COLOR OF BUS OUTSIDE WILL BE SCHOOL BUS YELLOW**
- 8. DRIVERS FANS (2)**
- 9. DRIVERS AIR RIDE SEAT**
- 10. 11R22.5 RADIAL (FIRESTONE) TUBELESS TIRES TO BE MOUNTED ON DISC WHEELS**

**SPECIFICATIONS
New or Used School Buses**

11. FUEL TANK TO BE A MINIMUM OF 65 GALLONS
12. GREEN SEATS
13. GLAZING, DARK TINT PASSENGER SIDE WINDOWS (MIN. 30% - MAX. 40% LIGHT TRANSMITTANCE)
14. VIDEO CAMERA INSTALLATION: PROPOSAL PRICE INCLUDING ONE (4 CAMERA) 24-7 SECURITY CAMERA SYSTEM INSTALLED ON EACH BUS. DVR AND CAMERAS MUST BE (FRONT 2.97mm AND MIDDLE CAMERA 3.6mm) (REAR CAMERA WILL BE 2.97mm) 4TH CAMERA TO BE DASH CAMERA. **(THE SCHOOL MAY PROVIDE TECHNICIAN TO IDENTIFY LOCATION PRIOR TO INSTALL)**
15. RADIOS: PROPOSAL PRICE INCLUDING SYSTEM INSTALLED ON EACH BUS. **(THE SCHOOL MAY PROVIDE TECHNICIAN TO IDENTIFY LOCATION PRIOR TO INSTALL)**
16. WARRANTY-A MINIMUM TWO YEAR, 40,000 MILE WARRANTY MUST COVER THE CHASSIS, FRAME MEMBERS BODY SHELL, PAINT ADHESION AND SEAT FRAMES.THE DIESEL ENGINE SHALL CARRY A TWO-YEAR OR 40,000 MILE WARRANTY FROM THE SELLER. ANY COST ASSOCIATED WITH THESE WARRANTIES MUST BE INCLUDED IN THE PROPOSAL PRICE OF THE VEHICLES.
17. AIR DOOR OUTWARD OPENING
18. MUD FLAPS W/BRACKETS MOUNTED
19. AIR CONDITIONING, EXTRA COOLING INSTALLED ON BUS. MUST MEET TEXAS STATE SPECIFICATIONS.
20. HEATING SYSTEM INSTALLED ON BUS FOR PASSENGERS AND DRIVER THAT MEETS THE STATE SPECIFICATIONS.
21. MINIMIZE 5/8-INCH NOMINAL THICKNESS PLYWOOD SHALL BE INSTALLED OVER THE EXISTING OR MANUFACTURER'S STANDARD STEEL FLOOR FOR INSULATION.
22. SERVICE MANUALS AND DIAGNOSTIC SOFTWARE MUST BE INCLUDED.

**SPECIFICATIONS
New or Used School Buses**

23. TRAINING TO BE PROVIDED FOR DIAGNOSTIC SOFTWARE. TRAINING TO BE NO LESS THAN 5 BUSINESS DAYS. TRAINING MUST INCLUDE GENERAL PRACTICES FOR PREVENTIVE MAINTENANCE.
24. IF AN AWARD IS MADE FOR THIS PROPOSAL, MY COMPANY WILL SUPPLY THE RHODES SCHOOL WITH THE BUSES 7 DAYS AFTER THE PURCHASE ORDER DATE. (PLEASE COMPLETE)
DATE _____ Yes _____ No _____
25. IF AN AWARD IS MADE FOR THIS PROPOSAL, MY COMPANY WILL HOLD UNIT PRICES FOR BUSES UNTIL _____ (SPECIFIC DATE REQUIRED).
26. (TWO (2) ROUTE CHANGER SIGNS, (THE 3 NUMBER SERIES) WILL BE INSTALLED ON THE PASSENGER DOOR SIDE OF THE BUS AND THE OTHER ON THE DRIVER'S SIDE BELOW THE DRIVER'S WINDOW.

***** Please review General Terms and Conditions and Specifications thoroughly *****

PROPOSAL FORM

New or Used School Buses

BIDS WILL BE ACCEPTED ON Eight (8) TYPE C 54/78 PASSENGER BUSES.

Purchase order will not be issued until after the July 2019 Rhodes School Board meeting

Conventional Type C 54/78 Passenger School Bus

(Complete proposal for each bus on which you are bidding- minimum two (2) buses.)

ORDER:

54/78-PASSENGER BUS (Quantity: 1):

BRAND NAME _____ YEAR: _____

MODEL _____ ENGINE _____

TRANSMISSION _____ MILEAGE _____

CAMERA? Yes/no RADIO? Yes/no

AIR CONDITIONING Yes/no

ESTIMATED DELIVERY DATE _____ **COST for This Bus \$** _____

54/78-PASSENGER BUS (Quantity: 1):

BRAND NAME _____ YEAR: _____

MODEL _____ ENGINE _____

TRANSMISSION _____ MILEAGE _____

CAMERA? Yes/no RADIO? Yes/no

AIR CONDITIONING YES/no

ESTIMATED DELIVERY DATE _____ **COST for This Bus \$** _____

54/78-PASSENGER BUS (Quantity: 1):

BRAND NAME _____ YEAR: _____

MODEL _____ ENGINE _____

TRANSMISSION _____ MILEAGE _____

CAMERA? Yes/no RADIO? Yes/no

AIR CONDITIONING Yes/No

ESTIMATED DELIVERY DATE _____ **COST for This Bus \$** _____

54/78-PASSENGER BUS (Quantity: 1):

BRAND NAME _____ YEAR: _____

MODEL _____ ENGINE _____

TRANSMISSION _____ MILEAGE _____

CAMERA? Yes/no RADIO? Yes/no

AIR CONDITIONAL YES/No

ESTIMATED DELIVERY DATE _____ **COST for This Bus \$** _____

54/78-PASSENGER BUS (Quantity: 1):

BRAND NAME _____ YEAR: _____
MODEL _____ ENGINE _____
TRANSMISSION _____ MILEAGE _____
CAMERA? Yes/no RADIO? Yes/no
AIR CONDITIONAL YES/No
ESTIMATED DELIVERY DATE _____ **COST for This Bus \$** _____

54/78-PASSENGER BUS (Quantity: 1):

BRAND NAME _____ YEAR: _____
MODEL _____ ENGINE _____
TRANSMISSION _____ MILEAGE _____
CAMERA? Yes/no RADIO? Yes/no
AIR CONDITIONAL YES/No
ESTIMATED DELIVERY DATE _____ **COST for This Bus \$** _____

54/78-PASSENGER BUS (Quantity: 1):

BRAND NAME _____ YEAR: _____
MODEL _____ ENGINE _____
TRANSMISSION _____ MILEAGE _____
CAMERA? Yes/no RADIO? Yes/no
AIR CONDITIONAL YES/No
ESTIMATED DELIVERY DATE _____ **COST for This Bus \$** _____

**The Rhodes Schools
Houston, Tx 77029**

**New or Used Buses
Request for Proposal (RFP)**

54/78-PASSENGER BUS (Quantity: 1):

BRAND NAME _____ YEAR: _____

MODEL _____ ENGINE _____

TRANSMISSION _____ MILEAGE _____

CAMERA? Yes/no RADIO? Yes/no

AIR CONDITIONAL YES/No

ESTIMATED DELIVERY DATE _____ **COST for This Bus \$** _____

Grand COST for All Buses\$ _____

VENDOR SIGNATURE; _____

Purchase order will not be issued until after the July 2019 School Board meeting

REFERENCES

New or Used School Buses

The following information must be provided and returned for consideration in the awarding of this proposal.

Please list three references with whom you have contracted previously for the same type of services products asked for in this proposal:

1. Organization/Vendor Name: _____

Contact person: _____

Phone number w/area code: _____

Email Address _____

2. Organization/Vendor Name: _____

Contact person: _____

Phone number w/area code: _____

Email Address _____

3. Organization/VendorName: _____

Contact person: _____

Phone number w/area code: _____

Email Address _____

BIDDER'S CODE OF ETHICS

Competitive Nature

Quotations, bids, or proposals provided will be competitive, consistent and appropriate to the specifications or user requests.

Bidders will not discuss, consult, collude with, or disclose its terms with other bidders intending to compete on the same contracts or similar Rhodes School contracts for the purpose of limiting competition.

A bidder will not make any attempt to induce any individual or entity to submit or not to submit a competitive quote, bid, or proposal.

A bidder will completely perform any contract at the contract quoted price according to the terms set forth in the quotation or contract.

Gifts to Public Servants

The Rhodes School officials and employees cannot accept anything of value from a vendor, such as personal gifts or gratuities, which may be construed to have been given to influence the purchasing process or purchase decisions. Acceptance of gratuities may be construed as a criminal offense.

Texas law makes a gift (an item valued at \$50 or more, cash of any amount, or a negotiable instrument of any value) to a public employee a Class A misdemeanor if the employee is someone who exercises some influence in the purchasing process of the governmental body. (*Texas Penal Code*, 36.09[d] and [h]).

Therefore, bidders are strongly urged to exercise great caution before offering any gift to employees regardless of the gift's monetary value, particularly when a decision or act which may affect that supplier stakeholder has been made or will be made in close proximity to the time of the gift.

AGREEMENT TERMS

New or Used School Buses

I agree to the terms and conditions written within this proposal.

I also agree that any deviation from the guidelines, requirements and specifications, were submitted on the Deviations Form. Once the contract has been signed by both parties no deviation will be considered without approval. The Rhodes School reserves the right to accept or deny any deviation.

Company Name

Date

Representative Name, Title (Printed)

Phone

Representative Signature

Email Address