

**FOR BOARD APPROVAL – ABOVE \$29,527 THRESHOLD**



**STOCKBRIDGE COMMUNITY SCHOOLS  
REQUEST FOR PROPOSAL**

**Project: Four (4) Electric School Buses and 2 AC Charging  
Stations**

ADVERTISED IN STOCKBRIDGE COMMUNITY NEWS, POSTED ON DISTRICT AND SIGMA  
(MICHIGAN.GOV) WEBSITES

## **BID PROPOSAL PACKET**

**Stockbridge Community Schools will receive sealed bid proposals until 12:00 p.m., On 6/24/2024 for specified project.**

**Bid Opening Date**

**All bids must be marked SEALED BID and addressed to:  
Stockbridge Community Schools  
Stephen Keskes, Director of Grants and  
Academic Innovation  
100 Price Avenue Suite A  
Stockbridge, MI 49285**

**Date: 6/11/2024 \_\_\_\_\_ Project presented to BOE Sealed bids**

**will be publicly opened and read aloud on:**

**Date: 6/24/2024 \_\_\_\_\_ Time: 12:15 p.m. \_\_\_\_\_**

**Location: Stockbridge  
Community Schools  
Central Office  
100 Price Avenue Suite A  
Stockbridge, MI 49285**

**Date: 6/24/2024 \_\_\_\_\_ Time: 6:30 p.m. \_\_\_\_\_ Action Item Date**

**Location: Stockbridge Jr/Sr High  
Library**

**Event: Board Meeting - Time: 6:30 p.m.**

**Questions should be addressed to:**

**Stephen Keskes, Ed.D.  
Director of Grants and Academic Innovation  
100 Price Ave, STE A  
Stockbridge, MI 49285  
(517)710-4100**

# **SPECIFICATIONS**

**SCOPE OF WORK:** The Bid is for 4 electric school buses, 2 AC charging stations, and installation of charging stations. Consumers Energy will supply any needed upgrades to grid infrastructure to charging location through an additional grant.

In compliance with and subject to your Invitation to Bid and the documents herein specified, the undersigned bidder proposes to furnish all labor, equipment, materials, permits, required inspections, etc., and to perform all necessary work for completion of this project, as outlined in the bid documents and specifications submitted.

**Start Date: August 1, 2024 End Date: December 31, 2024**

## **SECTION 1 – REQUEST FOR PROPOSAL**

### **1.1 Intent**

The Stockbridge Community School is accepting Proposals for the purchase of 4 new latest-model Type C Electric School Buses.

### **1.2 Purpose**

The purpose of this Proposal is to allow Stockbridge School to purchase a quality bus at a competitive price. We issue the Request for Proposal to interested Vendors, in order to receive and organize the Vendors' Proposals and compile a vendor price list to allow us to compare pricing on the various buses they design from all participating Vendors.

## **SECTION 2 – PROPOSAL SUBMISSION REQUIREMENTS**

### **2.1 Proposal Format**

Proposals are to be submitted by mail and clearly marked: "Sealed Bid School Bus

**RFP”.**

## **2.2 Received Due Date**

**Proposals will be received until 6/24/2024 at 12 p.m. and read aloud at 12:15 p.m. in the Smith Elementary School Library, located at 100 Price Ave., Stockbridge, MI 49285, at which time Proposals will be publicly opened and read aloud. Proposals received after the above deadline will not be accepted. Bids will be formally discussed and selected at the Board of Education meeting at Stockbridge Jr./Sr. High School at 6:30 p.m.**

## **2.3 Right to Reject**

**The Stockbridge Community School reserves its right to accept or reject any or all Proposals, in whole or in part, and to waive any informalities and/or irregularities therein. The district further reserves the right to accept or further negotiate cost, terms or condition of any proposal determined by the District in its discretion to be in the best interest of the District.**

## **2.4 Withdrawal**

**No Proposals may be withdrawn following the Due Date. Proposal prices shall be firm by the Vendor for 120 days.**

## **2.5 Clarifications**

**If the Specifications defined below do not conform with federal or state specifications for the individual type of school bus, we will notify the Vendor for consideration of a possible revision for all bidders no less than (3) days before opening of bids. Note that any deviation to any specification may result in the rejection of your bid.**

## **2.6 Pricing**

**The Vendor agrees that all the prices, terms, warranties and benefits submitted by the Vendor to District shall be comparable to or better than the equivalent terms being offered to any present customer meeting the same qualifications or requirements.**

## **2.7 Warranties**

**Each Vendor shall supply pricing and documentation of the warranties that are offered and what they cover, to be included as part of the Proposal.**

## **2.8 Base Bus Specifications**

**Vendors must meet all Base Bus Specifications attached to this RFP (the "Specification"). By responding to this Proposal to Bid, each Vendor hereby certifies that it meets all of the Specifications.**

**Vendors may not delete, change, modify or substitute a part of product from the Specifications, except as permitted. Vendors may not add new options to its Proposal that are not otherwise found in the Specifications. A Vendor may not list an item as not available or change the price and then add it as a dealer negotiated item. Notwithstanding the above, if you have a concern with the Base Bus Specifications and you require a clarification, please contact the Solicitor.**

**Vendors acknowledge that the Proposals are subject to Stockbridge Community School board policies including, without limitation, Policy DJF (Purchasing) regarding domestic and Michigan purchasing preferences.**

## **2.9 Right to Request Additional Information**

**The Stockbridge Community School reserves its right to request any additional information that may be deemed necessary after opening the Proposals.**

## **2.10 Incurred Costs**

**The Stockbridge Community School is not responsible for any costs incurred by any Vendor for any work performed relative to the preparation of a Response to this Request for Proposal, including the costs for the preparation of the information solicited herein.**

## **2.11 Previous Client Satisfaction**

**Each proposer shall submit three or more references with contact information. The district reserves the right to check any and all references through any and all investigation that it deems acceptable in reviewing the proposer. References must be from schools that have purchased a similar vehicle and had these vehicles on routes for a minimum of 2 years.**

## **2.12 Evaluation Criteria**

**Vendors will be evaluated on their overall package of materials with attention given to the following criteria:**

- Price**
- Meeting Specification**
- Delivery Schedule (60 days upon receipt of PO, preferred))**
- Training**
- Warranty on Batteries and Vehicle**

## **SECTION 3 – PURCHASE ORDER**

### **3.1 Purchase Order**

**The School District shall issue its own Purchase Order detailing specific Options and delivery instructions.**

### **3.2 Purchase Order Requirements**

The terms of this Request for Proposal will be incorporated by reference into any subsequent contracts or Purchase Orders between the Vendor and the School District.

Minimally, the contract or Purchase Order must contain the following language and respective components:

- a) **Identification of Parties to the Agreement Clause** – Both the Vendor and the School District shall be clearly identified by name.
  
- b) **Entire Agreement Clause** – This Agreement and the RFP, including appendices and referenced attachments, constitutes the entire Agreement between the Vendor and the School District and supersedes all proposals, presentations, representations, and communications, whether oral or in writing, between the parties on this subject.
  
- c) **Applicable and Governing Law Clause** – The Agreement shall be subject to all laws of the Federal Government of the United States of America and to the laws of the State of Michigan.
  
- d) **Notices Clause** – All notices or communications required or permitted as a part of The Agreement shall be in writing (unless another verifiable medium is expressly authorized) and shall be deemed delivered when:
  - a. Actually received; or
  - b. Upon receipt by sender of a certified mail, return receipt signed an Employee or agent of the party

Consequences to be borne due to failure to receive a notice due to improper notification by the intended receiving party of a new address will be borne by the intended receiving party.

- e) **General Indemnification** – The Vendor agrees to indemnify, defend and hold harmless the School District, its successors, assigns, employees and agents from and against any and all claims, costs, expenses, damages, and liabilities, including reasonable attorney's fees, arising out of (i) the negligent acts or willful misconduct of Vendor, its officers, directors and employees, agents or subcontractors; (ii) any breach of the terms of this Agreement by the Vendor; or (iii) any breach of any representation or warranty by the Vendor under this Agreement.

f) **Warranty** – The Vendor warrants that all labor and equipment provided on each Bus, whether installed initially or under subsequent Purchase Orders, shall be newly manufactured equipment or assembled from newly manufactured parts. The Vendor further warrants that each bus will be free from defects in workmanship and material in accordance with the manufacturer’s standard warranty from the date of delivery of that bus.

#### **4 – CERTIFICATIONS**

##### **4.1 Certification for Compliance**

A manufacturer’s certification for compliance with all applicable Federal Motor Vehicle Safety Standards for school buses must be presented at the time the bus is delivered.

##### **4.2 Certificate of Non-Collusion**

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

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(Signature of person signing the Proposal)

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(Typed or Printed name of person signing the  
Proposal)

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(Name of business)



The below represents the base specifications for a 71 Passenger Type C Electric School bus with the recommended specifications. Additionally, bids shall include the following options: Diesel heater for winter months, and an air conditioning option for summer months. Buses should be able to operate at a range/distance of at least 155 miles. Please include these options in your proposal.

TYPE C - 71 PASSENGER ELECTRIC SCHOOL BUS SPECIFICATIONS		PLEASE DESCRIBE SPECIFICATION
	Specifications	Description (do not just put a check mark)
Weight, Dimensions & Body	Purpose-built Vehicle	
	Fully Integrated Vehicle (Not a retrofit)	
	Tested for all safety purposes	
	Vehicle Length/Width/Height 102" preferred	
	Wheelbase	
	G.V.W.R.	
	Glass and Windows	

	<b>Tinted-Black Frames</b>	
	<b>Lights</b> <b>LED-interior &amp; Exterior</b>	
	<b>Rear heaters</b> <b>Auxiliary Diesel Heating System</b> <b>(preferred)</b>	
	<b>Exterior Body</b> <b>Material (RFP preferred)</b>	
	<b>LED Stepwell</b>	
	<b>Stepwell Grab Handle (2) Left &amp; Right</b>	
	<b>Battery box &amp; Tray</b>	
	<b>Wheelhouses</b> <b>Non-Corrosive material</b> <b>preferred</b>	
	<b>Rear Emergency Door w/ Red Light</b>	

	<b>Rear/Roof Mount Strobe Light</b>	
	<b>Interior Height &amp; Width</b>	
	<b>Driver Barrier Storage Compartment</b>	
<b>Electric Powertrain</b>	<b>Top speed</b> <b>Governed at 60 mph</b>	
	<b>Maximum Power</b> <b>250 kW / 335 HP</b>	
	<b>Maximum Torque</b> <b>2,500 NM / 1,800 ft-lbs</b>	
	<b>Rural/Urban Range</b> <b>Minimum of 110 miles</b>	
	<b>High Voltage Batteries</b> <b>Lithium-ion (NMC)</b>	
	<b>Traction Motor Cooling System (describe)</b>	

	<b>Battery Capacity</b> <b>Up to 220 kWh</b>	
	<b>Vehicle-to-Grid Capacity</b>	
	<b>Battery Management System</b>	
	<b>Motor Detailed Description</b>	
	<b>Transmission Type</b>	
	<b>Charging Type</b> <b>DC charging</b>	
	<b>Exterior charging monitoring light system.</b>	
	<b>Charging Time – Level III</b>	
	<b>Location of Charging Port</b> <b>Front preference</b>	
	<b>Entrance Door – Electric</b>	

	<b>Exterior Stop Sign – Electric Front &amp; Rear Locations</b>	
	<b>2-way radio trace wire</b>	
<b>Chassis</b>	<b>Battery heating system</b>	
	<b>On-board Charger DC Charging capabilities</b>	
	<b>Cabin aux. Heating System (2 Heaters)</b>	
	<b>Driver Interface</b>	
	<b>On-board Telematics</b>	
	<b>Driver Information Center</b>	
	<b>Sound Generator (adjustable)</b>	
	<b>Major Power Electronics</b>	

<b>Easy to access</b>	
<b>Air Brakes - Describe Brand</b>	
<b>Front Suspension</b>	
<b>Rear Air Suspension</b>	
<b>Exterior Heated/Remote Mirrors &amp; Front Cross View Mirrors (qty. 2)</b>	
<b>Frame Rails PSI rating</b>	
<b>Bumpers</b> <b>Front &amp; Rear – Black</b>	
<b>Wheels</b> <b>22.5” x 8.25” – Black</b>	
<b>Michelin Tires</b> <b>11R22.5</b> <b>Front XZE2</b> <b>Rear XDN2</b>	

	<b>12V batteries</b> <b>2 x 950 CCA</b>	
	<b>Diff. Ratio</b> <b>(Describe)</b>	
	<b>Gauge &amp; Clusters</b> <b>Speedometer, RPM, voltage, temperature</b>	
	<b>Back up Alarm</b> <b>112 dB</b>	
	<b>Parking Brake</b>	
<b>Warranty</b>	<b>Battery Warranty</b>	
	<b>Vehicle Warranty</b>	
<b>Support</b>	<b>Global Infrastructure Support</b> <b>End-to-end service provided to ensure equipment and infrastructure are adapted to the fleet</b>	

	<b>Technical Team</b> <b>On-Site and remotely</b>	
	<b>Training Team</b> <b>On-Site</b>	
	<b>24/7 Support</b>	
	<b>Delivery timeframe from Purchase Order to Delivery</b>	
	<b>Vehicle required to meet all Michigan school bus requirements</b>	
<b>Others</b>	<b>Driver &amp; Passenger Pre-heat</b> <b>Programmable</b>	
	<b>Air Conditioning</b>	
	<b>Cup Holder &amp; Integrates Trash Can</b>	
	<b>Minimum 5/8" Treated Plywood flooring</b>	



	<b>Mud Flaps Front &amp; Rear w/Anti Sail Straps</b>	
	<b>Grey 1-Piece flooring</b>	
	<b>Radio AM/FM/8 – Speakers, w/ Interior &amp; Exterior Speaker</b>	
	<b>Tilt/Telescoping Steering Column</b>	
	<b>White Roof</b>	
	<b>Tow Hooks (Front &amp; Rear)</b>	
	<b>Driver Overhead Storage</b>	
	<b>2 Interior Defrost Fans</b>	
	<b>Heated Driver's Seat National – Air Ride</b>	
	<b>Pre-Trip Ext. Light Monitor</b>	
	<b>Quest 4- Head interior camera</b>	

	<b>system</b>	
<b>OPTION A</b>		<b>Model &amp; Description of charger</b>
<b>22.5 kW Level III Charger</b>	<b>Level III Charger</b> <b>Smart Charger Capabilities</b> <b>7" LCD Touchscreen</b> <b>Optional: Pedestal Mount</b> <b>Describe the system provided.</b>	

Total Price (QTY. 4) \$ \_\_\_\_\_ (includes Freight)

Cost Option A:      \$ \_\_\_\_\_

We hereby submit the following base bid for the sum of \$\_\_\_\_\_

Alternates:

(1) \_\_\_\_\_

(2) \_\_\_\_\_

(3) \_\_\_\_\_

This proposal does not include: \_\_\_\_\_

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

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

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

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

Signature \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

Attach additional pages if necessary for complete proposal.

## **CONDITIONS**

Information given in this Conditions section are peculiar to this project, necessary for the progress of the work, and shall be provided as described herein. Throughout this Conditions section, Stockbridge Community Schools is referred to as the "Owner" and the successful bidder as the "Contractor". All other parties involved and contracted by the Owner are referred to as the "Owner's Representatives".

### **Bidding and Contract Information**

1. The *Bid Proposal Packet* shall be filled in completely, giving all information called for herein. Should any bidder refuse to hold its bid firm for the required period or refuse to enter into a contract in accordance with the terms of its proposal, the Owner reserves the right to disqualify its bid and may consider this a factor with respect to any future bids made by him/her, and may refuse to consider the same for that reason.
2. All pages and documents, and the information requested within the *Bid Proposal Packet* section, must be furnished completely in strict compliance with the bidding submittal requirements. The manner of submission is essential to permit prompt evaluation of all bids on a fair and uniform basis. Accordingly, the Owner reserves the right to declare as non-responsive, and reject, any bid which is incomplete or where material information requested is not furnished, or where indirect or incomplete answers or information is provided.
3. Bidders are cautioned that any alternate bid(s), unless specifically requested, or any changes, insertions, or omissions to the terms and conditions of these specifications, may be considered non-responsive and at the option of the Owner may result in rejections of the bid(s).
4. Any bid(s) received at Stockbridge Community Schools Central Office designated herein, after the exact time specified for receipt, may not be considered.
5. The Owner reserves the right to postpone the bid opening for its own convenience.
6. Bidders shall fill in the number and date of each addendum on the *Bid Proposal Packet*.
7. Should a bidder find apparent discrepancies in, or omissions from, the bidding documents, or should it be in doubt as to their true meaning, or should it have any questions regarding any work or materials intended by the bidding documents, then such bidder, either Contractor or Subcontractor, shall immediately notify the Owner of such questions. The Owner will issue an addendum to all Contractors recorded in its office as being bidders for the specific project. It shall be the responsibility of the Contractors on record to provide all their Subcontractors with the information contained in these addenda.
8. THE OWNER RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS AND TO WAIVE INFORMALITIES AND MAJOR IRREGULARITIES IN BIDS RECEIVED.
9. THE OWNER RESERVES THE RIGHT TO WAIVE ANY INFORMATION IN THE BIDS, OR REJECT ANY OR ALL BIDS, IN WHOLE OR IN PART, SHOULD IT BE DEEMED IN ITS BEST INTEREST TO DO SO.
10. THE DISTRICT RESERVES THE RIGHT TO ACCEPT OR REJECT ANY/ALL BIDS OR ANY PORTION THEREOF AND TO ACCEPT THE BID WHICH SHALL BEST SERVE THE DISTRICT.

### **Sworn and Notarized Familial Disclosure Statement**

All bidders must provide a familial disclosure in compliance with MCL 380.1267 and attach this information to the bid. The bid will be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the Owner or any Employee of the bidder, any member of the Board of Education or the Superintendent of the school district. The District will not accept a bid that does not include this sworn and notarized disclosure statement.

- ☐ The following familial relationship exists between the Owner and an Employee of the bidder, a member of the Board of Education, or Superintendent of the school district.

	<u>Name of Individual</u>	<u>Related to</u>	<u>Relationship</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

Attach additional pages if necessary to disclose familial relationships.

- ☐ There is no familial relationship that exists between the Owner and an Employee of the bidder, a member of the Board of Education, or Superintendent of the school district.

COMPANY NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

#### **NOTARY PUBLIC**

Subscribe and sworn before me, this \_\_\_\_\_

Day of \_\_\_\_\_, 20\_\_\_\_\_, a Notary Public,

In and for \_\_\_\_\_ County, Michigan.

Signature

My Commission expires \_\_\_\_\_ Seal:

**Sworn and Notarized – Iran Economic -Sanctions Act**

All bidders must disclose any relationship with an Iranian Company in compliance with Act No. 517 and attach this information to the bid. The bid will be accompanied by a sworn and notarized statement disclosing any relationship with an Iranian Company that exists between the Owner and an Employee of the bidder, a member of the Board of Education or Superintendent of the District. The District will not accept a bid that does not include this sworn and notarized disclosure statement.

- ☐ The following relationship exists between an Iranian Company and the Owner and an employee of the bidder, a member of the Board of Education or Superintendent of the school district.

	<u>Name of Individual</u>	<u>Company</u>	<u>Relationship</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

Attach additional pages if necessary to disclose any Iranian relationship.

- ☐ There is no relationship that exists between an Iranian Company and the Owner and any Employee of the bidder, any member of the Board of Education or Superintendent of the school district.

COMPANY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

**NOTARY PUBLIC**

Subscribe and sworn before me, this \_\_\_\_\_

Day of \_\_\_\_\_, 20\_\_\_\_\_, a Notary Public,

In and for \_\_\_\_\_ County, Michigan.

Signature

My Commission expires \_\_\_\_\_ Seal: