

**Turner USD No. 202  
RFP 251202 Purchase of (5) Special Needs School Buses**



**Facilities**

## **Turner USD 202**

**Facilities and Grounds**

**1312 S. 55<sup>th</sup> Street**

**Kansas City, KS 66106**

**March 4, 2025**

## **Request for Proposal**

(This is not an order)

**Invitation Number 251202**

<b>Opening:</b>	<b>Time:</b>	<b>10:30 am</b>
	<b>Date:</b>	<b>Tuesday March 25, 2025</b>
<b>On-Site Pre-Bid Meeting:</b>	<b>Time:</b>	<b>Contact Joe Peterson for Scheduling</b>
	<b>Date:</b>	
	<b>Location:</b>	

Turner Unified School District 202 Board of Education invites your proposal for:

## **Purchase of (5) Special Needs School Buses**

**Opening will be held at:**

Turner USD 202  
Transportation  
1312 S. 55<sup>th</sup> Street  
Kansas City, KS 66106

We look forward to receiving your proposal.

Sincerely,

Joe Peterson  
Transportation Supervisor  
Turner USD 202  
913-288-3700

**Turner USD No. 202**  
**RFP 251202 Purchase of (5) Special Needs School Buses**

**GENERAL TERMS**

**Written Contract**

Unless a written contract is specified in the Specific Terms of the proposal documents and a written contract enclosed, the vendor's completed and signed response will be considered an offer and the School District's purchase order will be considered an acceptance and shall constitute a written contract. All terms included in the proposal documents shall be considered a part of the written contract.

**Non-Discrimination**

Vendors agree that if awarded a contract under this invitation, they shall comply with the applicable provisions of the Federal Civil Rights Act of 1964 and all amendments thereto and all regulations issued there under by the Federal and State governments. If the contractor fails to comply with such acts and regulations, the School District shall have the right to immediately terminate this contract.

**Compliance Report and Plan of Action for Contractors**

Successful contractors may be required to fill out the "Compliance Report and Plan of Action for Contractors" Kansas Commission on Civil Rights, at time of award of contract. The executed form shall be filed with the Kansas Commission of Civil Rights for their record, in compliance with Kansas Act against Discrimination, K.S.A. 1972, Supp. 44-1030.

**Alternate Proposals**

There will be no alternate proposals or exclusions. Valid questions will be answered in writing and presented to the bidders by March 21, 2025.

**Contractor's Representation**

Each Vendor, by making his proposal, represents:

- 1) That they have read and understand the Specifications.
- 2) That they have carefully examined all documents pertaining to the project's scope of work requirements, and shall provide **and install in a professional manner, all materials, labor, equipment, freight, etc. resulting in the final intent of the project**, as represented by the documents and specifications.
- 3) As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110 –
  - a. The vendor certifies that it and its principals: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency.

**Proposal Withdrawal**

A proposal may be withdrawn by written, faxed, or other documented means if received by the owner from the vendor prior to the time fixed for proposal receiving. Faxed proposal withdrawal requests will be accepted only if vendor confirms by telephone that the faxed request was received by Owner prior to the proposal opening time.

**Extension Errors**

In the case of an obvious error in the extension of prices in a Bid Proposal the contractor may either honor the bid presented or the bid may be determined as unresponsive and the bid will then be withdrawn.

**Turner USD No. 202**  
**RFP 251202 Purchase of (5) Special Needs School Buses**

**Pricing Period**

The bid price must remain valid for 60 days, if a PO is issued within that time period, the price must remain valid through the delivery of the vehicle and shall not increase for any reason.

**Rejection of Proposals**

The Vendor acknowledges the right of the School District to reject any or all proposals and to waive any formality or irregularity in any proposal received whenever such rejection or waiver is considered to be in the best interest of the School District. The School District also reserves the right to reject the proposal of a contractor who has previously failed to perform properly or complete contracts of a similar nature on time, or the proposal of a contractor who is not qualified in the opinion of the School District, to perform within the proposal specification.

**Conflicting Terms**

Whenever there is an apparent conflict between General Terms and the Specific Terms, the Specific Terms shall prevail.

**Point of Delivery**

The 5 buses shall be delivered to the Transportation Department at 1312 South 55<sup>th</sup> Street, Kansas City, KS 66106; any cost for delivery should be included in the price of the each bus.

**Refusal of Goods**

The use of brand names and descriptions of merchandise is to indicate the minimum quality acceptable and, unless so stated, is not meant to preclude the submission of the proposals for products of equal quality. The School District reserves the right to return, at no expense, merchandise which in the opinion of the School District is in obvious non-compliance with specifications. All materials, systems, and equipment being considered by the Bidders, and differing from the Basis of Design, shall be approved by the Owners Representative, Joe Peterson prior to December 8, 2023, by means of an approved written product substitution form, on the Materials Suppliers letterhead, to be allowed and included with the bid. Owner Representatives signature shall be attached thereto any approved substitution request form.

**Payment**

The Equipment Supplier must file a claim for payment by the 1st of the month prior to the second Board of Education meeting of the subsequent month. Payment will be made following approval by the Board of Education.

**Sales Tax**

Sales tax will not be charged on School District's purchases.

**Turner USD No. 202**  
**RFP 251202 Purchase of (5) Special Needs School Buses**

**SUBMITTAL TERMS**

**Document Identification**

Proposals must be submitted in a sealed envelope with the proposal number and opening date and time clearly indicated on the lower left-hand corner of the envelope. Proposals must be received prior to the opening date and time. If mailed, proposals must be received by the bid date and time indicated and shall be addressed to:

Turner USD No. 202  
Transportation Supervisor  
Attn: Joe Peterson  
1312 South 55<sup>th</sup> Street  
Kansas City, KS 66106

The School District shall accept no responsibility for the accidental premature opening or failure to open a proposal which is not identified as stated above.

**Email Proposals**

The School District will allow a Bid to be submitted by email. (When a vendor chooses to send an emailed proposal, the vendor waives their right to a sealed proposal.) When an emailed proposal is received it will be printed and placed in an envelope. The envelope will be marked with the proposal number and opening date and time clearly indicated on the lower left-hand corner of the envelope. The emailed proposal will be opened along with the sealed proposals received at the normal proposal opening time.

The emailed proposal should be sent to: [petersonj@turnerusd202.org](mailto:petersonj@turnerusd202.org) it is strongly recommended to follow the email with a call to Transportation at 913-288-3700 to verify that it was received. The email must be time stamped prior to the date and time of the bid opening.

**Late Proposals**

Late proposals will be rejected. The ultimate responsibility for the delivery of the proposal document lies with the vendor. The School District shall make no concessions regarding postal service or any other form of conveyance of the proposal document even when timely delivery of the proposal fails through no fault of the vendor.

**Amendments by School District**

Amendments to the proposal by the School District will be made by the Transportation Supervisor and will be in writing.

**Turner USD No. 202**  
**RFP 251202 Purchase of (5) Special Needs School Buses**

**SPECIFIC TERMS**

**Factory New**

All goods, products, materials, and equipment pursuant to this proposal shall be factory new and unused.

**Safety Standards**

Equipment must meet all federal, state, and local safety standards and specifications in effect at the time of production. In all cases, where conflict occurs, the more stringent provision or standard will apply.

**Substitutions**

There will be no substitutions accepted on this request.

**Warranty**

Please describe the warranty provided on the Vendors Response Form.

**Award of Proposals**

It is the intention of the school district administration to make a decision regarding the Award of the Project by Wednesday April 2, 2025.

Information regarding proposal awards will be made available to contractors on Wednesday April 2, 2025 or thereafter.

**SPECIFICATIONS**

**Turner USD 202 is requesting pricing on (5) Special Needs Passenger School Buses that meet the specifications listed below. The base price should be for all (5) Special Needs Passenger School Buses as a whole including all the specifications below. Specifications will be provided at a later date.**

**GENERAL**

**DELIVERY, STORAGE, AND HANDLING**

- A. Storage and Protection:** The Contractor awarded this project is responsible for the protection of any materials, tools and/or equipment on site. The contractor shall hold harmless Turner USD 202 and/or employee, volunteer or representative.
- B. Hold Harmless:** The above named group, person, or organization agrees to indemnify and hold harmless Turner USD 202, it's officers, agents, servants, board members, and employees from any and all liability of whatever kind of nature resulting from damage or injury to any person or property which occurs while such person, group, or organization is occupying or using its facilities or property.

**Turner USD No. 202  
RFP 251202 Purchase of (5) Special Needs School Buses**

**VENDOR'S RESPONSE**

**RFP# 251202 Purchase of (5) Special Needs Passenger School Buses**

The undersigned, having familiarized himself with the attached Contract Documents, which are as follows: Proposal Bid Form, Project Bid Information, Instruction to Bidders, Attachments, Specifications, and Addendums; all of which Contract documents are made a part hereof, hereby proposes, in compliance with said Contract documents, and to furnish all equipment.

Name of Vendor \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_ Date \_\_\_\_\_

Submitted by: \_\_\_\_\_

Signature: \_\_\_\_\_

Proposal Opening March 25th, 2025 10:30 am P  
1312 South 55<sup>th</sup> Street Kansas City, KS 66106

**Bid**

Total Base Bid for all (4) Special Needs Passenger School Buses including delivery \$\_\_\_\_\_

Written Dollar Amount of Base Bid \_\_\_\_\_

\_\_\_\_\_  
Description of Warranty included with the base bid price: