



ITB 2019-08 School Buses Pre-Bid Meeting

November 14, 2018



Delaware
Department of Education



Overview



*Invitation To Bid for the purchase of up to 48
2019 model school buses*

Important Dates

Response Requirements

Schedule for Performance of Work

Liquidated Damages Clause



Important Dates

November 14

Pre-Bid Meeting
1:00 p.m.

November 26

Deadline for
Questions

November 26

Response to
Questions Posted

December 3

2:00 p.m.

Deadline for
Proposals

December

Estimated Award
Notification



Response Requirements

- **Vendor Cover Letter**
- **Two (2) paper and (2) electronic copies of bid response paperwork**
- **Copies of all pricing spreadsheet tabs (Appendix B)**
- **One (1) complete, signed and notarized copy of non-collusion agreement (Atch. C)**
- **One (1) completed ITB Exception Reference Form (Atch. D)**
- **One (1) completed ITB Exception form (Atch. E)**
- **One (1) completed Confidential Information form (Atch. F)**



Response Requirements Cont.

- **One (1) list of all current and authorized repair facilities**
- **One (1) summary list of bus components and options**
- **Failure to provide all appropriate information may deem the submitting vendor as “non-responsive” and exclude the vendor from further consideration.**



Schedule for Performance of Work

- Units to be delivered on or before August 15, 2019
 - Buses delivered to specified district
- Awarded vendor must have authorized repair facilities within the State of Delaware, a mobile unit able to make repairs within (6) business days, or a delivered comparable loaner during warranty work.
- List of authorized service locations must accompany the bus
- Detailed summary of specific components and options must accompany the bus



Liquidated Damages Clause

- Units are expected to be delivered on or before August 15, 2019
- Delivered between August 16 – October 1, 2019
 - \$125.00 per working day
- If not delivered on time
 - Will accept a loaner of comparable size
 - Delaware specifications
 - Subject to our approval and acceptance
 - \$62.50 per working day
- Vendor must make intentions known by July 16, 2019



Changes

- Bus Basic Package
 - Subfloor is required to be “marine-grade”
 - Exterior lights will be Light Emitting Diode (LED)
 - White Roof
- Warranty Repair Facilities
 - Must have authorized warranty repair facilities within the State of Delaware, a mobile unit able to make repairs within six (6) business days, or a delivered comparable loaner during warranty work.
 - A list of authorized service locations must accompany the bus when delivered. A list must also accompany the response.
- Liquidated Damages Clause
 - In the event the buses are not delivered on time, we will accept a loaner bus of comparable size, Delaware specifications; and subject to our approval and acceptance. If a loaner bus is provided, the liquidated damages will be \$62.50 per working day.



Questions?

