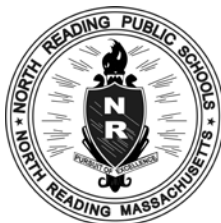


**NORTH READING PUBLIC SCHOOLS
189 PARK STREET**

NORTH READING, MASSACHUSETTS 01864



ADVERTISEMENT FOR BID

The North Reading Public Schools will receive sealed bids for the furnishing and delivery of a 14-passenger multi-function school activity bus to the North Reading Public Schools.

Bids will be received by the North Reading Public Schools Finance Office, located at 189 Park Street, North Reading, MA 01776, until 10:00 a.m., Thursday, June 10, 2021. The bids will be publicly opened at that time in the Finance Office at the above address. Complete information for bidders may be obtained at the above address on or after Monday, May 17, 2021 or on the District website at: <https://www.north-reading.k12.ma.us/district/business-office/pages/bids-and-contracts>.

The North Reading Public Schools reserves the right to reject any or all bids, or to accept any parts thereof which it considers most advantageous to the North Reading Public Schools, its School Committee and/or the Town of North Reading.

Michael A. Connelly
Assistant Superintendent of Finance and Operations
North Reading Public Schools

INVITATION FOR BIDS

14 PASSENGER MULTI-FUNCTION SCHOOL ACTIVITY BUS (MFSAB)

I. INTRODUCTION

The North Reading Public Schools Committee (School Committee) seeks bids from qualified vendors for the purchase of one 14-passenger multi-function school activity bus (MFSAB) in compliance with Federal MFSAB and the detailed specifications in Attachment A. The vendor who submits a responsive and responsible bid with the lowest will be awarded the contract.

The successful Bidder will be expected to sign the Agreement included as Attachment E to this Invitation for Bids (IFB).

II. BACKGROUND INFORMATION

North Reading High School, grades 9 through 12, serving the communities of North Reading, Massachusetts. North Reading has residential populations of \$15,000 respectively, and are located North of Boston.

The high school has a current enrollment of 662 students and approximately 50% of the student body participates in the Athletic program. Please visit our website at www.north-reading.k12.ma.us to learn more about our programs, philosophy and history.

III. SCHEDULE AND TIME LINE

The Invitation for Bids (IFB) will be available in the North Reading Public Schools Business Office, 189 Park Street, North Reading MA 01864, after **10:00 a.m. on Monday, May 17, 2021.**

Inquiries involving procedural or technical matters related to the IFB shall be submitted in writing and received a minimum of 72 hours prior to bid due date, and must be directed to:

Via US Mail Or Delivery Service	Michael A. Connelly Assistant Superintendent of Finance & Operations North Reading Public Schools 189 Park Street North Reading, MA 01864
Via FAX to	978-664-0252
Via e-mail to	mconnelly@nrpsk12.org

Deadline for submission of bids is **Thursday, June 10, 2021 at 10:00 a.m.** Bids will be received any time up until this deadline and will be publicly opened in the Business office at that time. E-MAILED AND FAXED BIDS WILL NOT BE ACCEPTED. It is the responsibility of the vendor to ensure that the bid is received by the District by the deadline. Vendors should allow for potential seasonal delays in postal and other delivery services.

In accordance with the provisions of M.G.L. c30B, §9, the North Reading Public Schools Committee reserves the right to waive any informality in any or all bids, or to reject any or all bids, if it is in the public interest to do so.

IV. **BID SUBMISSION REQUIREMENTS**

This Invitation for Bids is issued pursuant to the procurement procedures in compliance with Chapter 30B of the Massachusetts General Laws. Failure to submit documents requested may result in the School Committee's determination that a proposal is non-responsive unless the School Committee deems such a failure to be a minor informality.

Bids must be submitted on the Bid Form included in this IFB, without conditions or exceptions, and delivered in a sealed envelope with one (1) signed original and one (1) hard copies. **Bids must be received no later than 10:00 AM on Thursday, June 10, 2021** at the office of:

Assistant Superintendent of Finance and Operations
North Reading Public Schools
189 Park Street
North Reading, MA 01864

E-MAILED AND FAXED PROPOSALS WILL NOT BE ACCEPTED.

Bids shall remain in effect for a period of 60 (sixty) calendar days from the deadline of bid submission or until it is formally withdrawn, a contract is executed, or this Invitation for Bids is canceled, whichever occurs first.

Bids will be opened in public. The names and addresses of all parties submitting bids will be recorded, along with the submitted bid price.

V. **MINIMUM CRITERIA**

All proposals must have a section in their proposal labeled MINIMUM CRITERIA and must provide all necessary documentation as evidence that they meet each of the following minimum criteria in order to be considered for further evaluation:

- The Bidder is a vendor licensed/permitted to conduct business in the Commonwealth of Massachusetts.
- The Bidder has been in the business selling vehicles under the current business name and license/permit for a minimum of three (3) years.
- The Bidder has included signed Tax Compliance and Non-Collusion certificates provided in this bid package.
- The Bidder has included the detailed list of specifications for the make and model of the vehicle bid in response to this solicitation.

- VI. The North Reading Public Schools request alternative bids on a gently used 14 Passenger Multi-Function Activity Vehicle that meets all minimum specifications. The used vehicle must have no more than 20,000 miles on it must be 2018 or newer model and must be readily available. The alternative used bid may be submitted by each bidder on the bid pricing form enclosed. The acceptance of the bid will be at the sole discretion of the North Reading Public Schools. Prospective bidders may contact the Assistant Superintendent of Finance and Operations, at 978-526-5270 with any questions they may have on this alternative bid option.

VII. CONTRACT AWARD

The contract will be awarded to that Bidder deemed by the School Committee and/or its designee to have submitted the most advantageous bid taking into consideration all Minimum Criteria and the Bid Price.

ATTACHMENT A

VEHICLE AND OTHER SPECIFICATIONS

The following are the minimum requirements for the vehicle. Vendors are not precluded from bidding a vehicle with additional features within their bid price. It is the desire of the District to accept delivery no later than August 1, 2021.



STARCRAFT BUS
a division of Forest River, Inc.

View Selected Cells

View All Cells

LAST UPDATE
1/2/13Effective
9/15/12**PRODIGY QUOTE & ORDER FORM**

V130102A

PLEASE ENTER ALL REQUIRED INFORMATION COMPLETELY

DEALER INFORMATIONDate:

Order #:

Dealer:

Address:

City/State/ZIP Code:

Contact:

Phone:

Fax:

Email Address:

Starcraft Salesman:

SHIPPING / PAYMENT INFORMATIONDealer Pick Up: ☒

OR

Ship Best Way to Location Below: ☐

Shipping Location:

Address:

City/State/ZIP Code:

Phone/Contact:

Payment:

P.O. #:

End User:

Order Quantity: 1

Floor Plan Number:

PLEASE SUBMIT FLOOR PLAN WITH ORDER

INDICATE STATE WHERE UNIT (S) WILL BE SOLD: MA

VIN: 2018 SPECIAL ORDER FORD CHASSIS

Chassis Release:

PLEASE INDICATE CHEVY OR GMC

CHEVY ☐GMC ☐

Seat Color: GRAY VINYL

LIST OPTION COLOR ABOVE

Pricing and specs subject to change without notice - COD or approved financing only - FOB Goshen, IN

	Code	QTY	Price	Extend
FORD DUAL REAR WHEEL				1
PRODIGY MFSAB 4.5 SECTION 11500 GVWR 6.8L GAS 138"WB	ST 5951 P	C		1
SPECIAL NOTES				
SHIP RUBBER WHEEL CHOCKS LOOSE IN BUS WITH HARDWARE FOR DEALER INSTALLATION				1
SPECIAL BUILD ORDER				
MANUAL ENTRANCE DOOR	ST 0599			1
TECTYL UNDERCOAT	ST 0599			1
MUST UNDERCOAT FRAME RAILS AND BEHIND FUEL TANK	ST 0599			1
ROSCO SMART-VISION REARVIEW MIRROR / MONITOR COMBO BACKUP CAMERA SYSTEM WITH COLOR BACKUP CAMERA (STSK4530W)	ST 0599			1
RUB RAILS				
APPLIED RUB RAIL - FLOOR LINE	05 STD			1
APPLIED RUB RAIL - SEAT HEIGHT / SEAT HEIGHT WRAPS AROUND REAR OF BUS	05 STD			1
FLOORING				
BLACK RIBBED RUBBER AISLE W/ SMOOTH RUBBER UNDER SEATS	05 STD			1
BLACK RIBBED ENTRY STEPS W/ WHITE STEP NOSING ON ALL STEPS	05 STD			1
WHITE STANDEE LINE	05 5840			1
UPGRADE FLOORING TO 5/8" PLYWOOD	05 5125			1
INTERIOR				
GRAY VINYL DOOR HEADER AND BULKHEAD PADS	05 STD			1
DRIVER'S STORAGE IN FRONT BULKHEAD AREA WITH LOCK	05 STD			1
CHASSIS				
UNDERCOATING TO OEM CHASSIS SPECIFICATIONS	05 STD			1
DUAL DRIVE SHAFT GUARDS	05 STD			1
FRONT AND REAR MUD FLAPS	05 STD			1
EXTERIOR MIRRORS				
REARVIEW EXTERIOR MIRRORS W/ STREET SIDE & CURBSIDE FRONT MOUNTED CROSSOVER MIRRORS	05 STD			1
ELECTRICAL				
PRINTED CIRCUIT BOARD WITH FUSES MOUNTED IN LOCKABLE COMPARTMENT ABOVE DRIVER DOOR	05 STD			1
CHILD CHECKMATE WITH OPERATING INSTRUCTIONS ABOVE DRIVER	05 STD			1
RADIOS AND PA SYSTEMS				

Order #:

Shipping Location:

Dealer:

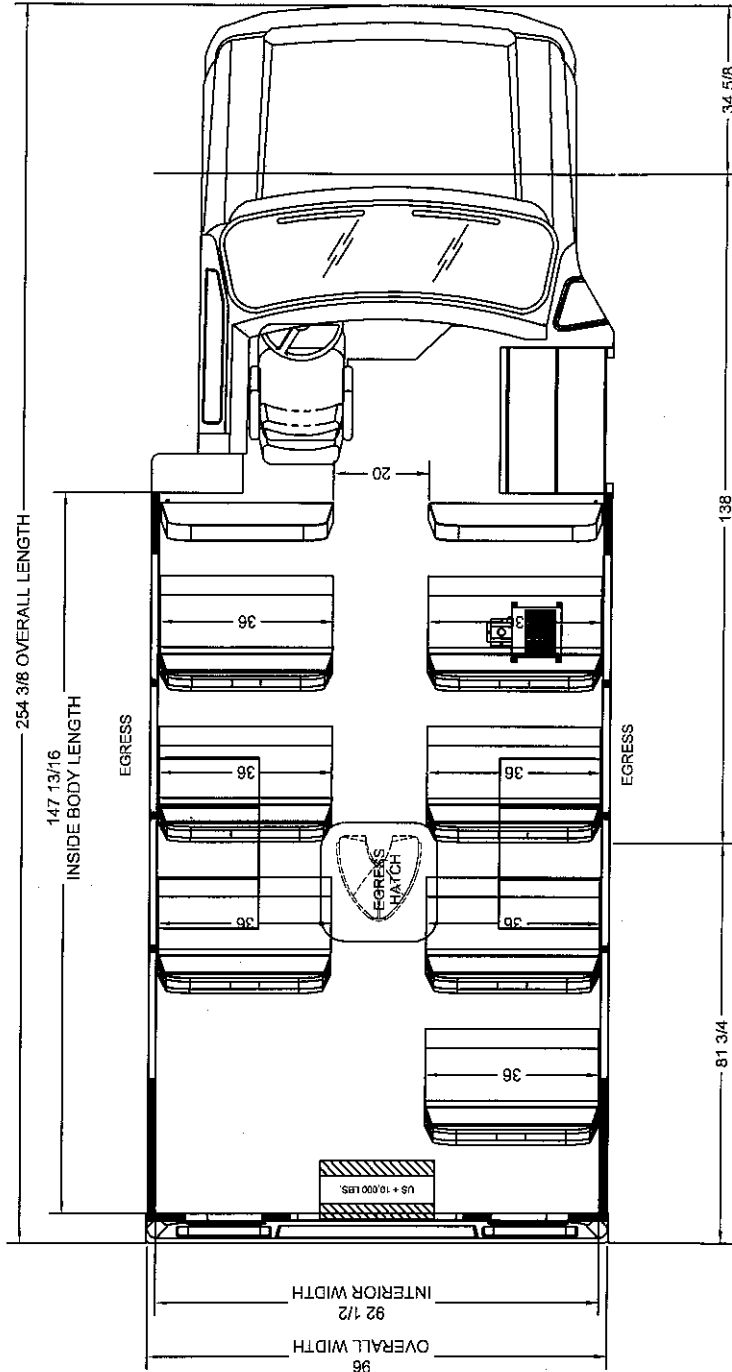
Address:

AM/FM/CD WITH 2 SPEAKERS (SPEAKERS MOUNTED BEHIND DRIVER IN PASSENGER AREA)	05	5105	1
ADDITIONAL SPEAKER - EACH	05	5014	2
INTERIOR LIGHTS			
INTERIOR LED STEP WELL LIGHTS	05	STD	1
LED INTERIOR LIGHTS	05	STD	1
EXTERIOR LIGHTS			
LED FRONT AND REAR MARKER LIGHTS	05	STD	1
LED CENTER MOUNTED REAR STOP LIGHT	05	5020	1
EXTERIOR 4" ROUND INCANDESCENT LIGHT MOUNTED IN SKIRT BEHIND ENTRY DOOR	05	5158	1
4" RED LED ROUND REAR STOP LIGHTS (2) - PRODIGY SRW	05	STD	1
4" AMBER ROUND LED REAR TURN LIGHTS (2) - PRODIGY SRW	05	STD	1
7" RED LED ROUND REAR STOP LIGHTS (2) - PRODIGY DRW	05	STD	1
7" AMBER ROUND LED REAR TURN LIGHTS (2) - PRODIGY DRW	05	STD	1
4" ROUND LED BACK-UP LIGHTS (2) - PRODIGY SRW & DRW	05	STD	1
LED SIDE MOUNTED MIDSHIP TURN AND MARKER LIGHTS	05	STD	1
REAR AIR CONDITIONING			
TRANS/AIR FM452 TIE-IN 45K BTU REAR BULKHEAD MOUNTED	05	STD	1
STATIC ROOF VENT	05	5816	1
REAR HEATER			
35,000 BTU FLOOR MOUNTED HEATER W/ (1) HEATER SHUT OFF VALVE	05	STD	1
UPGRADE TO 85,000 BTU FLOOR HEATER IN LIEU OF STANDARD 35K W/ (1) HEATER SHUT OFF VALVE	05	5665	1
BLEEDER VALVE FOR REAR HEATER	05	5171	1
ADDITIONAL SHUT OFF VALVE FOR HEATER	05	5025	1
C.E. WHITE SCHOOL BUS SEATS - 42 oz. VINYL			
DRIVERS SIDE 36" WIDE SCHOOL BUS SEAT - 42 oz. VINYL	05	5030	3
PASSENGER SIDE 36" WIDE SCHOOL BUS SEAT - 42 oz. VINYL	05	5037	4
C.E. WHITE BARRIERS (MUST CHOOSE 2 - REFER TO FLOOR PLAN) - 42 oz. VINYL			
36" WIDE SCHOOL BUS BARRIER - 42 oz. VINYL	05	5061	2
BARRIER KICK PANELS			
CURBSIDE KICK PANEL BELOW BARRIER	05	STD	1
SEAT BELTS - EACH			
SEAT BELTS - EACH	05	STD	14
STORAGE OPTIONS			
OVERHEAD PARCEL RACKS BOTH SIDES OF BUS	05	5814	1
EXTERIOR SAFETY			
BACK-UP ALARM 97 DB	05	STD	1
BACK-UP ALARM 112 DB NON-ADJUSTABLE	05	5205	1
(2) RUBBER WHEEL CHOCKS: 10"W X 8" D X 6" H MOUNTED (LIST LOCATION IN SPECIAL NOTES)	05	5206	2
INTERIOR SAFETY			
2.5 LB FIRE EXTINGUISHER	05	STD	1
16 UNIT FIRST AID KIT	05	STD	1
BODILY FLUIDS KIT	05	STD	1
EMERGENCY TRIANGLE KIT W/ RED STORAGE BOX	05	STD	1
SEAT BELT CUTTER	05	STD	1
UPGRADE TO 5 LB. FIRE EXTINGUISHER	05	5084	1
INTERIOR MIRROR 6" X 16"	05	STD	1
DOORS			
REAR EXIT DOOR W/ UPPER & LOWER GLASS, DOOR AJAR BUZZER, RED INTERIOR LIGHT ABOVE REAR DOOR, LOCKING FLOOR MOUNTED HOLD OPEN DEVICE, HEAVY DUTY GREASE ABLE HINGES, RED EMERGENCY DOOR HANDLE, INTERIOR, 3-POINT LATCH	05	STD	1
(2) WINDOWS EACH SIDE OF REAR EXIT DOOR	05	STD	1
REAR DOOR STARTER INTERRUPT WITH VANDAL LOCK WITH BUZZER	05	STD	1
ELECTRIC BI-FOLD ENTRY DOOR WITH UPPER AND LOWER EMERGENCY RELEASE HANDLES	05	STD	1
DOOR ACTIVATED INTERIOR DOME LIGHTS	05	5019	1
ENTRY DOOR HAND RAILS			
LEFT HAND MOUNTED FULL LENGTH ENTRY DOOR GRAB RAIL	05	STD	1
ROOF HATCHES			
ROOF HATCH T1976 INCLUDES OUTSIDE RELEASE AND ALARM	05	5017	1
WINDOWS			
TINTED SPLIT SASH PASSENGER WINDOWS WITH BLACK FRAME	05	STD	1
EGRESS WINDOW W/ WINDOW ALARM (EACH)	05	5817	2
DECALS			
WHITE REFLECTIVE PRISMATIC EXTERIOR TAPE OUTLINING ALL EMERGENCY EXITS	05	STD	1
DECAL "EMERGENCY DOOR" RED INTERIOR AND BLACK EXTERIOR	05	STD	1
DECAL "EMERGENCY EXIT" RED INTERIOR & BLACK EXTERIOR NO BACKGROUND (USE WITH EGRESS WINDOWS)	05	5233	2
DECAL "GASOLINE" 2" BLACK LETTERS (NO BACKGROUND) INSTALLED AT FUEL FILL	05	5235	1
DECAL "HEATER VALES" WITH ARROWS MOUNTED ON BODY CLOSE TO VALVE LOCATION	05	5243	1
WARRANTY			
3 YEAR / 36,000 MILE BUMPER TO BUMPER WARRANTY	05	STD	1
5 YEAR / 100,000 MILE STRUCTURAL WARRANTY	05	STD	1
MISCELLANEOUS			
LETTERING & LOGO PER SPECIFICATIONS			1
CONVERSION ONLY PRICE TOTAL			1
TOTAL			102

DEALER APPROVAL

☐ APPROVED

CUSTOMER SIGNATURE



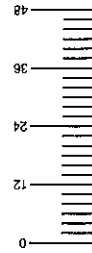
FLOORPLAN SHOWS LOCATION OF OPTIONAL ROOF HATCH AND EGRESS WINDOWS. SEE SALES ORDER FOR INFORMATION.

SEAT SPACING:	SEATED		W/C
	SEAT SPACING	SEAT SPACING	
R31" L31"	14	14	-
R27" L27"	14	14	14

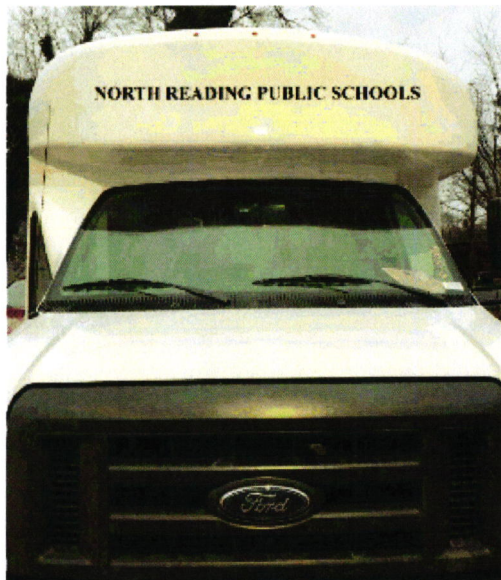
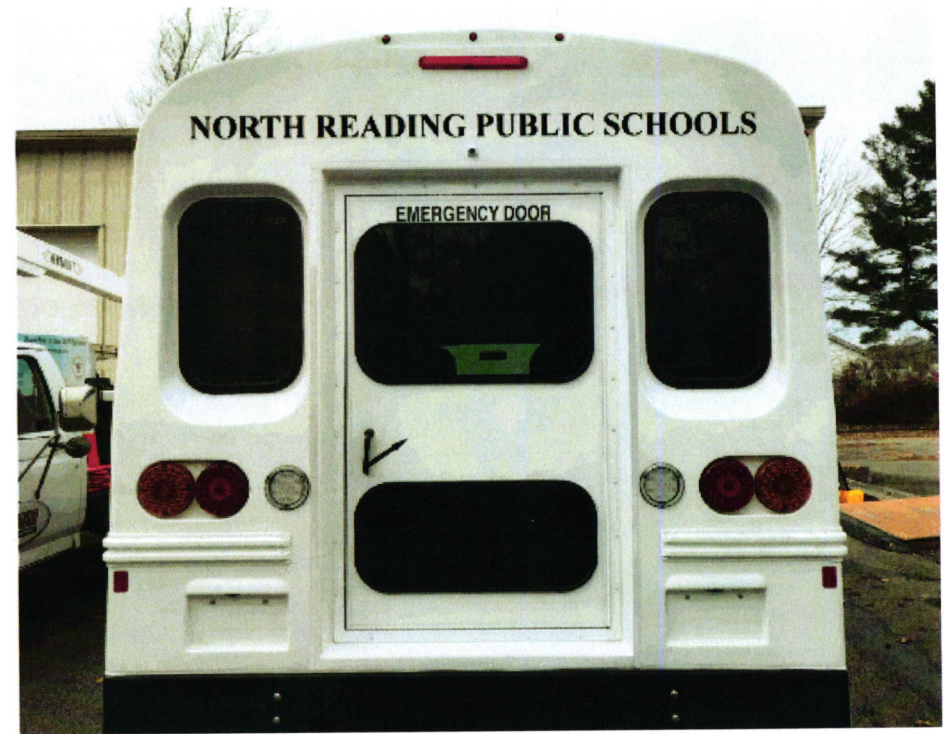
THIS DRAWING AND THE INFORMATION THEREON ARE THE EXCLUSIVE PROPERTY OF STARCRAFT BUS, A DIVISION OF FOREST RIVER. IT SHALL NOT BE COPIED OR DUPLICATED IN ANY MANNER, NOR SHALL IT BE SUBMITTED TO OUTSIDE PARTIES FOR EXAMINATION WITHOUT OUR WRITTEN CONSENT. IT IS LOANED FOR USE WITH REFERENCE TO WORK UNDER CONTRACT WITH, OR PROPOSALS SUBMITTED TO STARCRAFT BUS, A DIVISION OF FOREST RIVER.

FORD 11,500 GWWR

SCALE
IN INCHES



TOLERANCE UNLESS OTHERWISE SPECIFIED		STARCRAFT BUS		a division of Forest River, Inc.	
WOOD	± 1/8"	OTHER	± 1/16"	TITLE:	138" WHEEL BASE - 4.5 SECTION DUAL WHEEL PRODIGY STANDARD FLOOR
DATE:	8/15/14	NAME:	VJC	DATE:	8/15/14
BY:	CHK	DATE:	EON No.	NAME:	31-98-A-125
DESCRIPTION OF CHANGE					SHEET 1 OF 3



ATTACHMENT B

BID PRICING FORM

This bid (one original and two copies) must be submitted without “conditions or exceptions” and must be signed and submitted in a sealed envelope.

The price set forth in this bid shall constitute full and complete compensation for the goods and services to be provided by the Vendor. There shall be no reimbursement for out-of-pocket or other expenses incurred by the Vendor in connection with providing the required goods and services. Any exceptions may result in the rejection of the proposal.

Year, Make and Model of vehicle bid in response to this IFB: _____

Total Price for the vehicle bid: \$ _____
(attach detailed specifications for the Make and Model bid)

Anticipated Delivery date: _____

Alternative Bid Used Vehicle: \$ _____

Year, Make and Model of vehicle bid in response to this IFB: _____

Signature: _____ **Date:** _____

Title: _____

Company: _____

Tel: _____ **Fax:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Email: _____

ATTACHMENT C

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith 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, or other organization, entity, or group or individuals.

Name of person signing bid or proposal

Name of Business Entity (if any)

ATTACHMENT D

CERTIFICATE OF TAX COMPLIANCE

Pursuant to M.G.L. c.62C, §49A, the undersigned acting on behalf of the Contractor, certifies under the penalties of perjury that, to the best of the undersigned's knowledge and belief, the Contractor is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.*

**Signature of Individual
or Corporate Contractor (Mandatory)

*** Contractor's Social Security Number(Voluntary)
or Federal Identification Number

By: _____
Corporate Officer
(Mandatory, if applicable)

Date: _____

* The provision in the Attestation relating to child support applies only when the Contractor is an individual.

** Approval of a contract or other agreement will not be granted unless the applicant signs this certification clause.

***Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of M.G.L. c.62C, §49A.

ATTACHMENT E

CERTIFICATE OF AUTHORITY

At a duly authorized meeting of the Board of Directors of the

_____ held on _____ it was VOTED that:
(Name of Corporation) (Date)

(Name) (Officer)

of this company, be and he/she hereby is authorized to execute contracts and bonds in the name and on behalf of said company, and affix its corporate seal hereto; and such execution of any contract or obligation in this company's name on its behalf by such _____
under seal of the company, shall
(Officer)

be valid and binding upon this company.

A True Copy,

ATTEST: _____

TITLE: _____

PLACE OF BUSINESS: _____

DATE OF THIS CONTRACT: _____

I hereby certify that I am the clerk of the _____

_____ that _____ is duly elected
_____ of said company, and that the above vote has not been amended or
rescinded and remains in full force and effect as of the date of this contract.

(Clerk)

CORPORATE SEAL:

ATTACHMENT F

NORTH READING PUBLIC SCHOOLS

AGREEMENT FOR GOODS AND SERVICES

The NORTH READING PUBLIC SCHOOLS, acting by and through its School Committee, (hereinafter "District" or "L-S") hereby agrees to pay _____ of _____ (hereinafter "Vendor") and _____ hereby agrees to provide the goods and services described in the bid dated _____ submitted in response to the Invitation for Bids for 14-Passenger Multi-Function School Activity Bus issued by the North Reading Public Schools, due June 10, 2021.

1. COST OF GOODS AND SERVICES.

For provision of the goods and services requested by the District, the District shall pay the fixed price indicated in the Bid Form submitted with the Vendor's Bid for the _____. Said price shall include all expenses incidental to said goods and services, including but not limited to vehicle preparation and delivery costs.

2. PAYMENT. Payment shall be based on delivery and acceptance of the vehicle to the satisfaction of the North Reading Public Schools. The District shall make payment within thirty (30) days after receipt of invoice.

3. CONTRACT DOCUMENTS. The following documents, together with this Agreement, constitute the entire agreement between the parties and any documents not appended to this Contract are hereby incorporated by reference thereto:

- a. Invitation for Bids, due June 10, 2021.
- b. Vendor's Bid dated _____.

4. VENDOR'S RESPONSIBILITIES. The Vendor represents that he/she can and shall provide the goods and services required by the Invitation for Bids. The Vendor shall at all times be acting as an independent contractor and not as an agent for, partner or joint venturer with the District.

5. ASSIGNMENT. The rights and obligations of the Vendor hereunder may not be assigned without the written consent of the District.

6. COMPLIANCE WITH LAWS. The Vendor shall comply with all Federal, State and local laws, rules, regulations and orders applicable to the work provided pursuant to this Agreement, such provisions being incorporated herein by reference, and shall be responsible for obtaining all necessary licenses, permits, and approvals required for the performance of such work.

7. **TERMINATION.** The District may terminate this agreement at any time upon seven (7) days written notice. If such termination is without the fault of the Consultant, the District shall pay the Consultant all compensation and reimbursement due to the Consultant up to the date of termination, including proportionate payment for completed portions of uncompleted work. Such payment shall not exceed the fair value of the work, as the District shall determine.
8. **NOTICE.** Notices shall be sent to the North Reading Public Schools to the attention of:
and to the Contractor to:
9. **INDEMNIFICATION.** The Consultant shall indemnify, defend and save harmless the North Reading Public Schools and all of its officers, agents and employees against all costs, damages, suits and claims of liability of every name and nature arising out of the negligence or intentional wrongful act of the Consultant in the performance of this agreement.
10. **AMENDMENT OF AGREEMENT.** Any amendments to this agreement shall be in writing and signed by both parties.
11. **APPLICABLE LAW.** This agreement shall be deemed to be executed and delivered within the Commonwealth of Massachusetts and shall be governed and construed in accordance with the laws of said Commonwealth.

**NORTH READING
SCHOOL DISTRICT**

VENDOR

By: (Print Name)

By: (Print Name)

Signature

Signature

DATE: _____

DATE: _____