



Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia Master Agreement

Order Date: 05-27-2025

CORRECT ORDER NUMBER MUST
APPEAR ON ALL PACKAGES, INVOICES,
AND SHIPPING PAPERS. QUESTIONS
CONCERNING THIS ORDER SHOULD BE
DIRECTED TO THE DEPARTMENT
CONTACT.

Order Number:	CMA 0810 0805 DMT2500000004 1	Procurement Folder:	1513032
Document Name:	Passenger Type Van Transit Vehicle	Reason for Modification:	
Document Description:	Passenger Type Van Transit Vehicle		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2025-06-09
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-06-10

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000172406 BUS SERVICE INC 8120 HOWE INDUSTRIAL PKWY CANAL WINCHESTER OH 43110 US Vendor Contact Phone: 614-833-0222 Extension: Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr></thead><tbody><tr><td>#1</td><td>No</td><td>0.0000</td><td>0</td></tr><tr><td>#2</td><td>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: William C Robinson Requestor Phone: (304) 558-0428 Requestor Email: bill.c.robinson@wv.gov 2025 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
ACCOUNTS PAYABLE PUBLIC TRANSIT DIVISION OF BLDG 5 RM 663 1900 KANAWHA BLVD E CHARLESTON WV 25305-0432 US	GENERAL MANAGER PUBLIC TRANSIT DIVISION OF KANAWHA VALLEY REGIONAL TRANSPORTATION AUTHORITY 1550 FOURTH AVE CHARLESTON WV 25324 US

Total Order Amount:	Open End
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Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION

DATE: *6-11-25*
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE: *6-17-25*
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: *6-17-25*
ELECTRONIC SIGNATURE ON FILE

Extended Description:

The Vendor, Bus Service Inc., agrees to enter with the West Virginia Department of Transportation (WVDOT), West Virginia Division of Highways (WVDOT), into an open-end contract to provide Passenger Type Van Transit Vehicle per the Specifications, Terms and Conditions, Bid Requirements, Addendum_1 dated 12/12/2024, Addendum_2 dated 01/03/2025, Addendum_3 dated 01/10/2025, Addendum_4 dated 01/27/2025, Addendum_5 dated 01/28/2025, Addendum_6 dated 01/31/2025 and the Vendor's bid dated 02/06/2025, incorporated herein by reference and made apart hereof.

Federal Terms and Conditions Apply

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	25101502			EA	0.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Passenger Type Van Transit Vehicle

Extended Description:

To establish an open ended contract for Passenger Type Van Transit Vehicle. The vehicles will be utilized to assist public transportation throughout the state for the 5310 and 5311 programs. The will be used in urban, sub-urban, and rural areas that includes hilly terrains and varying weather climates. These climates and road conditions require vehicles that possess stop-start duty cycles and enough mechanical specifications to safely travel throughout urban, suburban, and rural areas.

Federal Terms and Conditions Apply

GENERAL TERMS AND CONDITIONS:

1. CONTRACTUAL AGREEMENT: Issuance of an Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance by the State of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid, or on the Contract if the Contract is not the result of a bid solicitation, signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.

2. DEFINITIONS: As used in this Solicitation/Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation/Contract.

2.1. "Agency" or "Agencies" means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.

2.2. "Bid" or "Proposal" means the vendors submitted response to this solicitation.

2.3. "Contract" means the binding agreement that is entered into between the State and the Vendor to provide the goods or services requested in the Solicitation.

2.4. "Director" means the Director of the West Virginia Department of Administration, Purchasing Division.

2.5. "Purchasing Division" means the West Virginia Department of Administration, Purchasing Division.

2.6. "Award Document" means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the contract holder.

2.7. "Solicitation" means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

2.8. "State" means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.

2.9. "Vendor" or "Vendors" means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.

3. CONTRACT TERM; RENEWAL; EXTENSION: The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

☒ **Term Contract**

Initial Contract Term: The Initial Contract Term will be for a period of (1) One Year. The Initial Contract Term becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as _____), and the Initial Contract Term ends on the effective end date also shown on the first page of this Contract.

Renewal Term: This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal should be delivered to the Agency and then submitted to the Purchasing Division thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Unless otherwise specified below, renewal of this Contract is limited to (1) One Year successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed the total number of months available in all renewal years combined. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

☐ **Alternate Renewal Term** – This contract may be renewed for _____ successive _____ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

Delivery Order Limitations: In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

☐ **Fixed Period Contract:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within _____ days.

☐ **Fixed Period Contract with Renewals:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within _____ days. Upon completion of the work covered by the preceding sentence, the vendor agrees that:

☐ the contract will continue for _____ years;

☐ the contract may be renewed for _____ successive _____ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's Office (Attorney General approval is as to form only).

☐ **One-Time Purchase:** The term of this Contract shall run from the issuance of the Award Document until all of the goods contracted for have been delivered, but in no event will this Contract extend for more than one fiscal year.

☐ **Construction/Project Oversight:** This Contract becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as _____), and continues until the project for which the vendor is providing oversight is complete.

☐ **Other:** Contract Term specified in _____

4. AUTHORITY TO PROCEED: Vendor is authorized to begin performance of this contract on the date of encumbrance listed on the front page of the Award Document unless either the box for "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked in Section 3 above. If either "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked, Vendor must not begin work until it receives a separate notice to proceed from the State. The notice to proceed will then be incorporated into the Contract via change order to memorialize the official date that work commenced.

5. QUANTITIES: The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.

☒ **Open End Contract:** Quantities listed in this Solicitation/Award Document are approximations only, based on estimates supplied by the Agency. It is understood and agreed that the Contract shall cover the quantities actually ordered for delivery during the term of the Contract, whether more or less than the quantities shown.

☐ **Service:** The scope of the service to be provided will be more clearly defined in the specifications included herewith.

☐ **Combined Service and Goods:** The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.

☐ **One-Time Purchase:** This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.

☐ **Construction:** This Contract is for construction activity more fully defined in the specifications.

6. EMERGENCY PURCHASES: The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute a breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One-Time Purchase contract.

7. REQUIRED DOCUMENTS: All of the items checked in this section must be provided to the Purchasing Division by the Vendor as specified:

☐ **LICENSE(S) / CERTIFICATIONS / PERMITS:** In addition to anything required under the Section of the General Terms and Conditions entitled Licensing, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits upon request and in a form acceptable to the State. The request may be prior to or after contract award at the State's sole discretion.

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The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications regardless of whether or not that requirement is listed above.

8. INSURANCE: The apparent successful Vendor shall furnish proof of the insurance identified by a checkmark below prior to Contract award. The insurance coverages identified below must be maintained throughout the life of this contract. Thirty (30) days prior to the expiration of the insurance policies, Vendor shall provide the Agency with proof that the insurance mandated herein has been continued. Vendor must also provide Agency with immediate notice of any changes in its insurance policies, including but not limited to, policy cancelation, policy reduction, or change in insurers. The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether that insurance requirement is listed in this section.

Vendor must maintain:

☒ **Commercial General Liability Insurance** in at least an amount of: \$1000000.00 per occurrence.

☒ **Automobile Liability Insurance** in at least an amount of: \$1000000.00 per occurrence.

☐ **Professional/Malpractice/Errors and Omission Insurance** in at least an amount of: _____ per occurrence. Notwithstanding the forgoing, Vendor's are not required to list the State as an additional insured for this type of policy.

☐ **Commercial Crime and Third Party Fidelity Insurance** in an amount of: _____ per occurrence.

☐ **Cyber Liability Insurance** in an amount of: _____ per occurrence.

☐ **Builders Risk Insurance** in an amount equal to 100% of the amount of the Contract.

☐ **Pollution Insurance** in an amount of: _____ per occurrence.

☐ **Aircraft Liability** in an amount of: _____ per occurrence.

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9. WORKERS' COMPENSATION INSURANCE: Vendor shall comply with laws relating to workers compensation, shall maintain workers' compensation insurance when required, and shall furnish proof of workers' compensation insurance upon request.

10. VENUE: All legal actions for damages brought by Vendor against the State shall be brought in the West Virginia Claims Commission. Other causes of action must be brought in the West Virginia court authorized by statute to exercise jurisdiction over it.

11. LIQUIDATED DAMAGES: This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy. Vendor shall pay liquidated damages in the amount specified below or as described in the specifications:

☐ _____ for _____.

☐ Liquidated Damages Contained in the Specifications.

☐ Liquidated Damages Are Not Included in this Contract.

12. ACCEPTANCE: Vendor's signature on its bid, or on the certification and signature page, constitutes an offer to the State that cannot be unilaterally withdrawn, signifies that the product or service proposed by vendor meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise indicated, and signifies acceptance of the terms and conditions contained in the Solicitation unless otherwise indicated.

13. PRICING: The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the State in the Solicitation to do so, may result in bid disqualification. Notwithstanding the foregoing, Vendor must extend any publicly advertised sale price to the State and invoice at the lower of the contract price or the publicly advertised sale price.

14. PAYMENT IN ARREARS: Payments for goods/services will be made in arrears only upon receipt of a proper invoice, detailing the goods/services provided or receipt of the goods/services, whichever is later. Notwithstanding the foregoing, payments for software maintenance, licenses, or subscriptions may be paid annually in advance.

15. PAYMENT METHODS: Vendor must accept payment by electronic funds transfer and P-Card. (The State of West Virginia's Purchasing Card program, administered under contract by a banking institution, processes payment for goods and services through state designated credit cards.)

16. TAXES: The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.

17. ADDITIONAL FEES: Vendor is not permitted to charge additional fees or assess additional charges that were not either expressly provided for in the solicitation published by the State of West Virginia, included in the Contract, or included in the unit price or lump sum bid amount that Vendor is required by the solicitation to provide. Including such fees or charges as notes to the solicitation may result in rejection of vendor's bid. Requesting such fees or charges be paid after the contract has been awarded may result in cancellation of the contract.

18. FUNDING: This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available. If that occurs, the State may notify the Vendor that an alternative source of funding has been obtained and thereby avoid the automatic termination. Non-appropriation or non-funding shall not be considered an event of default.

19. CANCELLATION: The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may also cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-5.2.b.

20. TIME: Time is of the essence regarding all matters of time and performance in this Contract.

21. APPLICABLE LAW: This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code, or West Virginia Code of State Rules is void and of no effect.

22. COMPLIANCE WITH LAWS: Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendor acknowledges that it has reviewed, understands, and will comply with all applicable laws, regulations, and ordinances.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to comply with all applicable laws, regulations, and ordinances. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

23. ARBITRATION: Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.

24. MODIFICATIONS: This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any change to existing contracts that adds work or changes contract cost, and were not included in the original contract, must be approved by the Purchasing Division and the Attorney General's Office (as to form) prior to the implementation of the change or commencement of work affected by the change.

25. WAIVER: The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.

26. SUBSEQUENT FORMS: The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency or Purchasing Division such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.

27. ASSIGNMENT: Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency, the Purchasing Division, the Attorney General's office (as to form only), and any other government agency or office that may be required to approve such assignments.

28. WARRANTY: The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.

29. STATE EMPLOYEES: State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.

30. PRIVACY, SECURITY, AND CONFIDENTIALITY: The Vendor agrees that it will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the Agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the Agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in www.state.wv.us/admin/purchase/privacy.

31. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

32. LICENSING: In accordance with West Virginia Code of State Rules § 148-1-6.1.e, Vendor must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agency or political subdivision. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to be licensed, in good standing, and up-to-date on all state and local obligations as described in this section. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

33. ANTITRUST: In submitting a bid to, signing a contract with, or accepting a Award Document from any agency of the State of West Virginia, the Vendor agrees to convey, sell, assign, or transfer to the State of West Virginia all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to Vendor.

34. VENDOR NON-CONFLICT: Neither Vendor nor its representatives are permitted to have any interest, nor shall they acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency.

35. VENDOR RELATIONSHIP: The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, etc. and the filing of all necessary documents, forms, and returns pertinent to all of the foregoing.

Vendor shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

36. INDEMNIFICATION: The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.

37. NO DEBT CERTIFICATION: In accordance with West Virginia Code §§ 5A-3-10a and 5-22-1(i), the State is prohibited from awarding a contract to any bidder that owes a debt to the State or a political subdivision of the State. By submitting a bid, or entering into a contract with the State, Vendor is affirming that (1) for construction contracts, the Vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, neither the Vendor nor any related party owe a debt as defined above, and neither the Vendor nor any related party are in employer default as defined in the statute cited above unless the debt or employer default is permitted under the statute.

38. CONFLICT OF INTEREST: Vendor, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

39. REPORTS: Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:

☒ Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.

☐ Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at purchasing.division@wv.gov.

40. BACKGROUND CHECK: In accordance with W. Va. Code § 15-2D-3, the State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check. Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

41. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS: Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

- a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.
- b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more of such operations, from steel made by the open hearth, basic oxygen, electric furnace, Bessemer or other steel making process.
- c. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:
 1. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total contract cost or two thousand five hundred dollars (\$2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or
 2. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.

42. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL: In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars (\$50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a "substantial labor surplus area", as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products. This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

43. INTERESTED PARTY SUPPLEMENTAL DISCLOSURE: W. Va. Code § 6D-1-2 requires that for contracts with an actual or estimated value of at least \$1 million, the Vendor must submit to the Agency a disclosure of interested parties prior to beginning work under this Contract. Additionally, the Vendor must submit a supplemental disclosure of interested parties reflecting any new or differing interested parties to the contract, which were not included in the original pre-work interested party disclosure, within 30 days following the completion or termination of the contract. A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

44. PROHIBITION AGAINST USED OR REFURBISHED: Unless expressly permitted in the solicitation published by the State, Vendor must provide new, unused commodities, and is prohibited from supplying used or refurbished commodities, in fulfilling its responsibilities under this Contract.

45. VOID CONTRACT CLAUSES: This Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

46. ISRAEL BOYCOTT: Bidder understands and agrees that, pursuant to W. Va. Code § 5A-3-63, it is prohibited from engaging in a boycott of Israel during the term of this contract.

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

(Printed Name and Title) Josh Whitt / President

(Address) 3153 Lamb Ave, Columbus, OH 43219

(Phone Number) / (Fax Number) (614) 471-2877 / (614) 471-8801

(email address) josh@buyabus.net

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Bus Service Incorporated
(Company) _____
(Signature of Authorized Representative) _____
Josh Whitt / President / 2/4/2025
(Printed Name and Title of Authorized Representative) (Date) _____
(614) 471-2877 / (614) 471-8801
(Phone Number) (Fax Number) _____
josh@buyabus.net
(Email Address) _____

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

SPECIFICATIONS

PURPOSE AND SCOPE: The West Virginia Purchasing Division is soliciting bids on behalf of the Division of Multimodal Transportation Facilities Division - Public Transit and, any other state agency that desires to utilize this contract, to establish an open-end contract for Passenger Type Van transit vehicles that may, depending on the Class, accommodate wheelchair spaces with securements, fold down flip seats and /or fixed seats, and a lift to provide transportation for the disabled. Examples of vehicles submitted must be suitable to provide transit services in an urban and rural environment, including hilly terrain and a severe operating climate, suited to stop-start duty cycles and manufactured, depending on the Class, on either a 150, 250 or 350 chassis or equivalent including an all-wheel drive option.

Vehicle components, assemblies, and accessories shall be standard production items unless otherwise specified herein. Standard and other common features, if not specifically stated, shall not be interpreted as items that can be omitted to reduce price or to provide any other bidding advantage. The vehicles and all related equipment shall be designed to permit ready accessibility for maintenance purposes with minimal disturbances of other components and assemblies. All vehicles supplied under these specifications shall be in full compliance with Federal Motor Vehicle Safety Standards (FMVSS) as established by the United States Department of Transportation and Federal Transit Administration (FTA) guidelines in effect at the time of manufacture including FTA Bus Testing Program, and all must be in compliance with Americans with Disabilities Act (ADA) regulations at the time production of the vehicle commences, applicable Motor Vehicle Laws of the State of West Virginia, the Environmental Protection Agency, and any other applicable Federal and State Regulations.

Used, shopworn, or prototype vehicles are not acceptable. Vehicles furnished to these specifications must meet or exceed all requirements herein.

Vehicle seating/lift illustrations within this RFQ that generally detail different vehicle configurations that will be available under this RFQ's resultant contract are identified as a Class on the Exhibit A Pricing Pages, ready for operation. All required FTA certification forms shall be included in the bid proposal.

- 2. DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.

- 2.1 "Contract Item"** means the vehicles identified herein and on the Pricing pages as Classes A through G.
- 2.2 "Division"** means the West Virginia Division of Multimodal Transportation Facilities – Public Transit.
- 2.3 "EPA"** means Environmental Protection Agency.
- 2.4 "Fresnel Lens"** means is a flat lens made of a number of concentric rings to allow the driver to have a nearside view backwards and outwards from the bus into the next lane.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 2.5** “**Gross Vehicle Weight Rating (GVWR)**” means the maximum loaded weight (including curb weight, operator & passenger weight, and payload) in pounds (lbs.) of a single vehicle. Vehicle manufacturers specify the maximum GVWR on the vehicle certification label.
- 2.6** “**Manufacturer/Brand**” means the name of the maker of the contract item which will be supplied by the vendor.
- 2.7** “**Model & Number**” means the model’s name and model number associated with the contract item as defined by the manufacturer.
- 2.8** “**OEM**” means Original Equipment Manufacturer.
- 2.9** “**Powertrain**” means the group of components used to transmit engine power to the wheels. The powertrain may include the engine, torque converter, transmission, universal joints, drive shaft, differential, axles, transaxle, and constant velocity joints.
- “**Pricing Page**” means the pages, contained in wvOASIS, or attached as Exhibit A, upon which Vendor shall list its proposed price for the Contract Items.
- 2.10** “**QVM**” means Qualified Vehicle Manufacturer.
- 2.11** “**Solicitation**” means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.
- 2.12** “**Vendor Name**” means the company name of the vendor who will be supplying the contract item(s) to the Division.
- 2.13** “**Warranty**” means the written guarantee issued with new motor vehicles or related equipment. It defines the manufacturer’s responsibility for the repair or replacement of defective parts and other services provided as part of the purchase price. A warranty can be nullified if the user does not follow certain stipulations of the manufacturer, such as preventive maintenance.
- 2.14** “**Wheelbase**” means the distance from the centerline of the front axle to the centerline of the rear axle.
- 2.15** “**Curb Weight**” means Weight of the vehicle including maximum fuel, oil, and coolant and all equipment required for the operation as required by this specification without passengers or driver.
- 2.16** “**Gross Load**” means one hundred and fifty (150) pounds for every design passenger seating position and for the driver and three hundred (300) pounds for every wheelchair station. Vehicles will be operated without standees.
- 2.17** “**Fireproof**” means materials that will not burn or melt at temperatures less than 2,000 degrees Fahrenheit.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 2.18 **“Fire Resistant”** means Materials that have a flame-spread index less than 150 as measured in a radiant panel flame test per ASTM 162-75, defined on the following link: <http://fr.polymerinsights.com/testing/flammability/astm-e162>
- 2.19 **“ASTM”** means American Society for Testing and Materials
- 2.20 **“SAE”** means Society of Automotive Engineers
- 2.21 **“FMVSS”** means Federal Motor Vehicle Safety Standards
- 2.22 **“EPA”** means Environmental Protection Agency

- 2.7 **“DMV”** means Division of Motor Vehicles State of West Virginia
- 2.8 **“FTA”** means Federal Transit Administration
- 2.9 **“ADA”** means Americans with Disabilities Act of 1990 including applicable federal regulations issued pursuant to the Act in effect at the time production of the vehicle commences.
- 2.10 **“DBB”** means the decibel scale A weight to measure upper middle frequencies over time that can impact hearing loss.
- 2.11 **“RPM”** means Revolutions per minute.
- 2.12 **“FRPM”** means fiberglass reinforces plastics.

3. GENERAL REQUIREMENTS

- 3.1 **CONTRACT Items and Mandatory Requirements:** Bidder shall provide the Agency with the Contract Items listed below on an open-end and continuing basis.
Contract Items must meet or exceed the mandatory requirements as shown below.
 - 3.1.1 In all cases, materials shall be furnished as specified. Where brand names or specific items or processes are used in the specifications, consider the term equal to follow.
 - 3.1.2 **Legal Requirements:** - The vehicle shall meet all applicable FMVSS, DMV, and ADA, federal and state regulations in effect at the date of manufacture. Bidder shall supply certification that vehicle meets all FMVSS Regulations and Federal Transit Administration’s (FTA) Bus Testing Program, and that vehicle complies with all relevant federal and State of West Virginia Standards at the time of delivery.
 - 3.1.3 **Components, Materials, Workmanship, and Completeness:** These specifications reflect the Division 's preference as to dimensions, materials, and major components. However, the vendor shall not omit any part or detail which goes to

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

make the vehicle complete and ready for service, even though such part or detail is not mentioned in these specifications.

- 3.1.4** All units or parts shall be manufacturer's best quality and shall conform in material, design or workmanship to the best practice known in the automotive industry. All parts shall be new and in no case will used, reconditioned, or obsolete parts be accepted. The parts on all vehicles provided by the same manufacturer shall be interchangeable.
- 3.1.5** The price quoted in any proposal submitted shall include all items of labor, material, tools, equipment, and other costs necessary to fully complete the manufacture and delivery of the vehicle pursuant to these specifications.
- 3.1.6** It is the intent of these specifications to provide and require a complete vehicle of the type prescribed ready for operation. The vendor shall assume sole responsibility for the entire vehicle as to warranty and aftersales parts and service.
- 3.1.7** Warranty to become effective on the first day, after the date of final acceptance, of each vehicle by the Division.
- 3.1.8** Inspection Facilities - In order to comply with Inspection Stations, the manufacturer shall provide on its premises a suitable means for a complete inspection of the underside of the vehicle. This includes, but is not limited to, wiring and hosing runs, structural integrity, through floor securements, OEM defects and completeness, and coverage of the undercoating.
- 3.1.9** Exhaust Emissions Control requirements: The vehicle shall comply with all federal and state requirements applicable to the year of manufacture.
- 3.1.10** The noise level generated by the engine and other vehicle systems shall not exceed sixty (60) decibels at any point inside the passenger compartment, under normal operating conditions, with the windows closed.
- 3.1.11** LOCAL GOVERNMENT BODIES: UNLESS THE RESPONSIBLE BIDDER INDICATES IN THE BID HIS REFUSAL TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO COUNTY, SCHOOL, MUNICIPAL AND OTHER LOCAL GOVERNMENT BODIES, THE BID SHALL EXTEND TO POLITICAL SUBDIVISIONS OF THE STATE OF WEST VIRGINIA. IF THE RESPONSIBLE BIDDER DOES NOT WISH TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO ALL POLITICAL SUBDIVISIONS OF THE STATE, THE VENDOR MUST CLEARLY INDICATE SUCH REFUSAL IN THEIR BID.

ALSO, THE PRICES, TERMS AND CONDITIONS OF THE BID MAY BE EXTENDED TO WEST VIRGINIA TRANSIT AUTHORITIES AND PRIVATE NON-PROFITS. RESPONSIBLE BIDDER MUST CLEARLY INDICATE REFUSAL IN THEIR BID.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

3.1 CHASSIS

- 3.1.1** Chassis shall be current model 150, 250, or 350 or equivalent, as appropriate, for the Classes described in this RFQ and have a useful life of 5 years and/or 150,000 miles.
- 3.1.2** GVWR: The chassis shall offer a minimum GVWR of 8,750 lbs. to a maximum of 12,000 lbs..
- 3.1.3** The overall vehicle's length using this chassis will be a minimum of 21 ft. and a maximum of 26 ft.
- 3.1.4** The Wheelbase of the vehicle shall be a minimum of 130 inches and with a maximum of 180 inches.
- 3.1.5** Certain vehicle Classes of this RFQ will require an OEM all-wheel drive system for the vehicle being described in that class.

3.2 ENGINE

- 3.2.1** The vehicle submitted shall have a gasoline engine of the latest model that is electronic controlled and capable of sustaining performance for the size vehicle offered. The engine shall have a minimum displacement of 3.0 liters with a maximum displacement of 4.0 liters in a V-6 format. The minimum horsepower rating for the above-described engine shall be at least 265 horsepower at an industry comparable RPM with a maximum rating of 320 horsepower at an industry comparable RPM.
- 3.2.2** Engine shall be emissions certified and shall comply with all Federal and State laws and regulations with regard to air and noise pollution and safety that are in effect on the date of manufacture.
- 3.2.3** The engine and components are to be arranged and mounted so as to provide convenient access for servicing the engine and all of its accessories.
- 3.2.4** The engine shall be furnished with the appropriate OEM oil filter easily reached and replaced without removal of any major component. Engine shall be equipped with an appropriate oil fill access easily accessible by service personnel.

3.3 FUEL SYSTEM

- 3.3.1** A single fuel tank shall have a OEM capacity between 15 to 35 gallons, with locking fuel door to be provided on each vehicle.

3.4 COOLING SYSTEM

- 3.4.1** The cooling system shall be protected with the manufacturer's recommended type of antifreeze with a temperature range adequate for conditions encountered in area of usage and shall maintain engine temperature not to exceed manufacturer's

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

recommended normal operating temperature.

3.5 TRANSMISSION

- 3.5.1** The transmission shall be a heavy-duty, electronic six to ten-speed automatic shift and a reverse gear with auxiliary oil cooler matched to the GVWR of bus. And capable of handling temperatures associated with transit operations
- 3.5.2** A backing warning signal shall be provided in accordance with the appropriate standards and regulations..
- 3.5.3** The transmission and (if appropriate) drive shaft shall be a transit vehicle industry standard OEM for the chassis/gross weight
- 3.5.4** The transmission shall have a cooling system appropriate for the intended use of the vehicle with a 150, 250, 350 or equivalent chassis.
- 3.5.5** All fill tubes must be extended to an accessible position for easy service access.
- 3.5.6** The vehicle shall be equipped with a differential having a gear ratio appropriate to maintain a speed of 70 mph with the vehicle loaded and not exceed manufacturer's recommended operating engine rpm.

3.6 AUDIBLE ALARM /BACK UP CAMERA

- 3.6.1** A rear alarm shall be provided that is audible outside of the vehicle when the transmission is in reverse.
- 3.6.2** An audible door ajar alarm shall be provided for any rear emergency door.
- 3.6.3** A back up camera will be provided per vendor's OEM specifications. The viewing screen will be mounted to allow the driver a clear view of the area directly behind the bus. Location of the viewing screen will be determined by industry standards.

3.7 FRONT AXLE AND STEERRING

- 3.7.1** GAWR FR compatible with chassis OEM.
- 3.7.2** Heavy duty power steering linkage type shall be provided.
- 3.7.3** The steering mechanism shall be constructed so that the vehicle can be easily steered by its operator and shall be such as to make the wheel free from road shock and vibration. The steering mechanism shall be self-centering, requiring little or no effort for the operator to bring the vehicle back to a straight-ahead position from a turning position. Steering wheel rim shall be OEM for vehicle supplied.
- 3.7.4** With the vehicle stationary on dry, level pavement and the engine idling, steering effort shall be as low as possible at the steering wheel. This effort shall remain approximately constant from just off straight-ahead to approaching full lock.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 3.7.5** There shall be tilt-wheel, or adjustable steering column, with cruise control. The steering column bushings shall be heavy duty.
- 3.7.6** The following controls, in addition to normal steering, braking, and transmission functions are to be provided:
- Column-mounted turn signal lever.
- Emergency flasher control facing driver and clearly visible.
- Master exterior light switch including clearance or marker lights.
- Switches and temperature controls for passenger compartment heaters, defrosters.
- Separate switch and temperature controls for driver heaters, defrosters.
- Heavy duty electric variable speed windshield wipers controlled by a variable speed switch. Wiper system must meet all relevant specifications and requirements for clearing a proper field of vision. Windshield washer reservoir shall be mounted in an accessible area and pump shall be electronically operated.
- 3.7.7** All controls are to be within arm's reach of a five foot (5'0") driver with seat belt fastened.

3.8 REAR AXLE

- 3.7.1** Rear axle shall be of OEM construction appropriate for the GVWR and continuous transit usage.

3.9 BRAKES AND SUSPENSION:

BRAKES:

- 3.9.1** The braking system, including the Anti-Lock Brake components shall be heavy duty and the largest offered OEM by the manufacturer for the chassis/GVWR. The vehicle shall include a parking brake per manufacturer's recommendation.
- 3.9.2** The brake system shall meet all federal and state requirements for the appropriate vehicle GVWR for stopping distance, stability while braking, fade resistance, water recovery and warning devices. The warning devices can be OEM standard if they meet FMVSS standards.

SUSPENSION:

- 3.9.3** Suspension system shall be OEM appropriate for the intended use of the vehicle.
- 3.9.4** Shock absorbers shall be gas type, heaviest available as specified by chassis manufacturer.
- 3.9.5** **Rear Suspension:** The rear suspension shall be designed for passenger transport with a GVWR appropriate for a E250/350 (2500/3500) or equivalent.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

3.9.8 Front and (as appropriate) rear end alignment shall be done by the vendor prior to delivery with proof of the alignment provided with vehicle is delivered.

3.9.9 Front Suspension: The front suspension shall be a GVWR appropriate for a 150/250/350 or equivalent.

3.10 WHEELS/RIMS

3.10.1 Wheels/rims shall be of a size and material compatible with suspension and GVWR of the vehicle to be supplied. All wheels/rims shall be the same size. Each inner dual wheel shall come with an air valve extender.

3.11 TIRES

3.11.1 Tires shall be an appropriate ply and size to support the supplied vehicle per manufacturers recommendation.

3.11.2 Tires shall be supplied with the vehicle from the factory.

3.11.3 Tire treads shall be all weather type.

3.11.4 Tires shall be matched to the vehicle's gross weight and be adequately inflated prior to delivery.

3.11.5 Manufacturer shall provide a spare tire as standard equipment. Spare tire and wheel shall be the same size as the standard wheel and tire.

3.11.6 Mud flaps shall be included for each wheel well of the vehicle.

3.12 BUMPERS

3.12.1 Front bumper shall be chassis manufacturer's standard front bumper.

3.12.2 Rear bumper shall be bus manufacturer's standard rear bumper equipped with an anti-ride feature.

3.13 ELECTRICAL SYSTEM

3.13.1 The vehicles are to be supplied with an appropriate twelve (12) volt electrical system. Wiring and circuit boards accessible from the interior of the bus shall be used. Schematics must be supplied and current with all vehicles in MICORSOFT WORD or ADOBE READER FORMAT.

3.13.2 All vehicles shall be identically wired. Wiring shall be system coded, numbered or function coded. All wiring shall be appropriate for the tasks it performs based upon appropriate industry/SAE standards and safety regulation/guidance. All wiring shall have adequate electrical insulation that is flexibility with resistance against environmental solvents, moisture, abrasion in accordance with SAE standards. All exposed underbody connectors shall use packs and be weather proofed for protection.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 3.13.3** Wiring shall be correctly grouped and coded and installed such that systems checks, maintenance, and replacement can be affected with minimum effort.
- 3.13.4** Wiring shall be adequately supported. Where penetration of structural numbers occurs, grommets or similar devices shall be used to prevent chafing.
- 3.13.5** Alternator: A minimum of a 220 amperes alternator is required per the needs of the configuration of the vehicle.
- 3.13.6** The circuit box shall be conveniently mounted and have a secure cover and shall be equipped with heavy duty twelve (12) volt DC relays, and twelve (12) volt automatic reset circuit breakers and blade fuses. Inside the circuit box shall be a legend identifying each circuit and wire by color, number, function, and location.
- 3.13.7** All fuses and/or circuit breakers other than the OEM's chassis shall be placed in a waterproof electrical distribution panel accessible from inside the vehicle. Fuses shall be automotive mini blade type fuses that plug into a modular distribution block.
- 3.13.8** No "T" splices or butt connections shall be made in wiring. Harness and wiring shall terminate at appropriate junction terminals. All wiring shall meet SAE standards.
- 3.13.9** Devices such as lamps and wiring requiring periodic checking and servicing shall be readily and easily accessible. All exterior devices shall be sealed to prevent entry of water.

3.14 BATTERIES

3.14.1 The battery equipment shall be furnished by the chassis manufacturer. The batteries shall be maintenance free with delivering a minimum 1275 CCA value and/or of a size to accommodate all electrical components added in the cutaway design shall be provided.

3.14.2 Battery cables shall be cables shall be fine stranded, flexible copper with permanently affixed cable connector ends with heat shrink tubing applied and color-coded as positive and negative battery cables. All cable ends shall be fastened in a manner equal to the method used by the OEM. Positive cable ends at the battery shall use a protective cover or cap as an added insulator. Cables shall be sleeved with high abrasive resistant flex-guard loom and shall be mounted on a battery hold down secured with bolts. All battery terminals shall be coated with anti-corrosion and sealant protector.

3.14.4 The battery tray shall be coated with an acid resistant coating.

3.15 INSTRUMENTS AND CONTROLS

The following instruments shall be provided. All controls shall be within the driver's arm reach when his seat belt is fastened. The instruments should include the accessories located within XLT package or equivalent package.

3.15.2 Speedometer with recording odometer

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 3.15.3** Ammeter or voltammeter gauge with graduated charge and discharge indications.
- 3.15.4** Oil pressure indicator
- 3.15.5** Fuel Gauge - Chassis manufacturer's standard fuel gauge.
- 3.15.6** Engine temperature gauge
- 3.15.7** Headlight on indication and headlight high beam indicator
- 3.15.8** Directional signal and flasher action light
- 3.15.9** Parking Brake Indicator
- 3.15.10** Engine tachometer
- 3.15.11** Power port for cell phone- supplied by manufacturer.
- 3.15.12** Separate switches and temperature controls for rear passenger compartment heater and air conditioner.
- 3.15.13** Separate switch and temperature controls for driver's heater, defroster, and air conditioner.
- 3.15.14** Windshield wipers with high, low, and intermittent speeds and maybe panel or column mounted.
- 3.15.15** Passenger compartment lights
- 3.15.16** Back Up Camera
- 3.15.17** Tilt Steering Wheel
- 3.15.18** Cruise Control
- 3.15.19** Charging port for cell phones.
- 3.15.20** Emergency flasher control facing driver and clearly visible

All instruments are to be grouped on a single panel in full view of the driver with no instruments obstructed by controls, trim panels, or other appurtenances and arranged in a consistent and uniform manner.

All vehicles shall be equipped with a separate dash illumination control.

All vehicles shall be equipped with a durable digital clock installed in the upper front center position of the vehicle. The clock, with a minimum area of 8 inches x 3 inches shall be of sufficient size to allow passenger viewing.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 3.15.21-Blind Spot Information System
- 3.15.22-Safety Canopy System
- 3.15.23-Pre-Collision Assist with automatic braking
- 3.15.24-Navigation Screen
- 3.15.25-Power Driver's Seat

3.16 ELECTRICAL SYSTEM

- 3.16.1** The vehicle is to be equipped with a twelve (12) volt electrical system producing at least 140 amps. All components are to be selected and integrated to function in an environment characterized by low engine (alternator) speeds and high amperage draws due to lights, wheelchair ramp, flashers, air conditioning or heater, and other accessories operating constantly and at the same time.
- 3.16.2** All fuses and/or circuit breakers other than the OEM's chassis shall be placed in a waterproof electrical distribution panel accessible from inside the vehicle. Fuses may be automotive mini blade type fuses that plug into a modular distribution block.
- 3.16.3** The distribution panel shall contain a readily visible circuit diagram of the electrical services.

3.17 BODY

- 3.17.1** Body construction shall be steel unibody and suitable materials and appropriate methods of joining and assembling components and sub-assemblies of the body to the chassis that provide adequate safety and collision protection to the passengers and driver.
- 3.17.2** Before assembling, all non-anodized metal body parts shall be given an appropriate anticorrosion treatment.
- 3.17.3** All nuts, bolts, clips, washers, clamps, and like fasteners on the exterior and interior of the unit shall be appropriately plated to prevent corrosion. Exterior screws and bolts may be stainless steel.
- 3.17.4** Interior surfaces of any exterior painted body panel and posts, which are covered by trim materials, shall be given a coat of primer paint as additional protection against deterioration.
- 3.17.4** Exterior joints and seams, as appropriate, be protected by the application of caulking compound.
- 3.17.5** All exterior joints and seams shall be protected by the application of caulking compound or Sikaflex UV resistant sealant with an etching primer, or approved equals.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 3.17.6** All exposed surfaces and edges shall be smooth, free from burs and other projections, and shall be neatly finished.

3.18 INTERIOR, PAINTING, FINISHING AND SIGNAGE

3.18.1 Interior Decals:

“NO SMOKING” at the front top of the vehicle.

“All Passengers Are Required to Wear Seat Belts When Vehicle is in Motion” at the front top of the vehicle.

“Emergency Dial 911” on the modesty panel behind the driver.

“Emergency Equipment” – Receiving Agency will install this decal.

- 3.18.2** Black lettering on yellow background “**Watch Your Step**” decals are to be affixed to the entrance step risers.

- 3.18.3** All Emergency Exits or Windows to be noted with a decal.

3.19 EXTERIOR PAINTING AND SIGNAGE

3.19.1 Exterior Paint:

Surfaces shall be properly cleaned and primed, as appropriate for the paint used. All exterior surfaces shall be impervious to gasoline and commercial cleaning agents. The exterior of each coach shall be painted in a basic white color as furnished by the chassis manufacturer. Matching touch up paint must be provided.

- 3.19.2** All decals shall be sealed with clear, waterproof sealant around the edges and on all exposed surfaces

- 3.19.3** Finished surfaces shall not be damaged by controlled application of commonly used graffiti-removing chemicals.

- 3.19.4** Using the white reflective vinyl, the successful bidder must circle at least one emergency egress window on each side and have one strip running from the front of the bus to the rear. Because some of the existing logos are not on the rear of the bus,

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

the white reflective vinyl must circle the rear emergency door window even when the color vinyl is used.

3.20 UNDERCOATING AND RUSTPROOFING:

- 3.20.1** The entire body frame under-structure of the vehicle shall be fully undercoated, and rust proofed at the point of manufacture; the undercoating shall be OEM non-flammable resin type material applied after final assembly at the manufacturing facility.

3.21 DOORS – ACCESS AND ENTRANCE / EXIT

- 3.21.1** The vehicle shall have a wheelchair accessible sliding or dual sliding (Double leaf door) entrance/exit door with a height of at least 60” and a minimum width of 48” capable of being locked. The rear cargo door shall be a minimum of 60” in height and 58” in width.
- 3.21.2** A driver's door shall be provided to the left of the driver's area. This door shall be accessible from inside or outside the vehicle. The driver door shall incorporate an opening window and arm rest.

3.22 WINDOWS / GLAZING

- 3.22.1** Windshield shall be OEM laminated tinted safety glass
- 3.22.2** Windshield wipers shall be three-speed (intermittent, low, and high) heavy duty with washers that are automatically controlled by the driver. An exterior access panel shall be provided below windshield for serving of wiper motor.
- 3.22.3** Passenger Windows shall be OEM as commonly used on the vendor's line of transit vehicles. Emergency exits are to be denoted with fade peel resistant decals Size shall at least 32 inches wide by 32 inches high with OEM tinted tempered glass. Appropriate latches for a public transit vehicle are to be used on all windows where needed.
- 3.22.4** Passenger Door panels shall have full height AS-3 tempered glass windows for maximum visibility of the curb.
- 3.22.5** Lift Door Windows shall be consistent with the other passenger windows.
- 3.22.6** Rear windows where a rear emergency door is not provided the rear window shall be the largest possible hinged emergency egress type.
- 3.22.7** Driver's window shall be sliding two-pieced or have an opening section large enough for easy access to mirrors or payment of tolls, etc.

3.23 HEATING AND AIR CONDITIONING

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

Heating System

- 3.23.1** The heating system may provide separate systems of heat for both driver and passengers as well as defrost air for the windshield. If a single system is used, vendor must provide documentation demonstrating adequacy for public transit usage. If a rear heater is used it must provide at least 5K BTUs. The windshield defrost system shall have a three-speed control. The system shall provide for comfortable temperature for passenger throughout the vehicle by providing at least a total of 28,000 BTU output.
- 3.23.2** The following specifications are applicable to all vehicles furnished to these specifications. The OEM supplied air conditioning system shall provide at least 40,000 BTU cooling output.
- 3.23.3** The a/c system shall cool the interior of the vehicle to a safe, comfortable level during temperatures exceeding 95 degrees Fahrenheit parked in direct sunlight.
- 3.23.4** Compressors shall be included as part of the vehicle warranty. The a/c manufacturer shall be responsible for the warranty for the passenger area a/c system if such a system is part of the vehicle.
- 3.23.5** Air conditioning electrical circuits shall be protected by reset circuit breakers and thermal relays.
- 3.23.6** Defrosting equipment shall keep the windshield, the window to the left of the driver and glass in the service door clear of fog, frost, and snow, using heat from the heater and circulation from fans. All defrosting equipment shall meet the requirements of FMVSS No. 103 or latest revision thereto.

3.24 INTERIOR LIGHTING

- 3.24.1** Accent and safety LED lighting must be provided to the manufacturer's OEM standard for transit vehicles. This system shall provide illumination automatically when the door is open and meets relevant FTA and ADA Standards.

3.25 EXTERIOR LIGHTING:

- 3.25.1** All exterior lighting - tail lights, brake lights, turn signals, collision avoidance lights and marker lights shall be Light Emitting Diode (LED) in accordance with Federal Motor Vehicle Safety Regulations (393.12) See link below.
<http://icsw.nhtsa.gov/cars/rules/standards/conspicuity/TBMpstr.html>
- 3.25.2** Headlights of sealed beam type are required with high and low beams controlled with foot switch or hand switch. Headlights shall be wired for daytime running.
- 3.25.3** Headlight high beam indicator shall be installed on instrument panel. An audible "headlight on" warning buzzer shall be installed to notify the operator that the lights are on with the engine turned off.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 3.25.4** Directional signals independent of the brake lights shall be provided
- 3.25.5** LED Rear stop and taillights shall be provided. Rear stoplights are to be independent of directional and hazard warning lights.
- 3.25.6** In addition to the normal stop lights provided on the base vehicle, an extra LED stoplight shall be provided. This light shall be mounted on the centerline of the vehicle above the rear door and shall be wired to operate in conjunction with the normal stoplights. If vehicle does not have a rear door, the light shall be mounted above the rear window.
- 3.25.7** OEM rear and side reflectors shall be provided.
- 3.25.8** A rear license plate light shall be provided to meet Federal and State of West Virginia regulations.
- 3.25.9** If equipped with a wheelchair lift, a light shall be located inside the vehicle to illuminate the lift and surrounding area of the street. The light shall function automatically when the lift door is opened and provide illumination in accordance with FTA/ADA requirements. Installation of the light shall not intrude upon the headroom or effective width of the wheelchair access area.
- 3.25.10** LED Marker, Cluster, and all other lights as required by State and Federal regulations shall be provided. Lights shall operate with or without engine running.

3.26 FLOOR AND FLOOR COVERING

- 3.26.1** Floors shall be constructed of an appropriate exterior pressure treated, water-resistant plywood, aluminum, steel, or any combination of the three materials in a configuration appropriate for a public transit vehicle.
- 3.26.2** Floor covering shall be laid without gaps or openings. Joints shall be filled with color matching material so as to be tight against any influx or seepage of water and all edges to be sealed.
- 3.26.3** Floor shall be laid in such a matter as to be free from squeaking.
- 3.26.4** All flooring shall be non-skid transit flooring,
- 3.26.5** Insulation consist of an transit appropriate OEM material(s), installed and placed within the supplied vehicles as is consistent with the vendor's equivalent line of transit vehicles.
- 3.26.6** Bidders shall specify type of insulation with their bid together with evidence that it is flame retardant or sprayed urethane and non-toxic.

3.27 PASSENGER ASSISTS:

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 3.27.1** Any passenger assists included for the supplied vehicles shall be OEM as used in the manufacturer's standard transit-appropriate vehicles.

3.28 SEATING

- 3.28.1** A minimum seating capacity of a driver, (4) four passengers and (1) one wheelchair positions is required. The maximum seating capacity being solicited will be a driver, (10) passengers and the potential for (2) two wheelchair positions
- 3.28.2** Seats and safety belts/restraints shall be the OEM seats provided by the vendor on their line of transit vehicles meeting the specifications of this RFQ and meeting all relevant federal safety requirements.
- 3.28.3** Seats and seating shall comply with the following FMVSS Standards
FMVSS 207: <https://www.law.cornell.edu/cfr/text/49/571.207>
FMVSS 208: <https://www.law.cornell.edu/cfr/text/49/571.208>
FMVSS 209: <https://www.law.cornell.edu/cfr/text/49/571.209>
FMVSS 210: <https://www.law.cornell.edu/cfr/text/49/571.210>
- 3.28.4** Two seats shall function as a child restraint seat which is capable of securing a child between the heights of 33 inches and 49 inches with weight between 20 to 60 lbs. Instructions for the securement shall be printed on the seat in English and Spanish and easily to understand.
- 3.28.5** Driver's Seat: The driver's seat shall be power adjustable pedestal or platform type that matches the color of the passenger seats. Driver's seat shall have a folding armrest, a headrest, and lumbar support as a minimum. Seat shall have a minimum of 4" forward and aft adjustment. Seat installation shall allow for unimpeded movement over the whole seat range. A three (3) point safety belt is required. One seat belt extension to be provided for driver's seat.

3.29 EMERGENCY/SAFETY EQUIPMENT

- 3.29.1 First Aid Kit** First Aid Kit shall comply with United States Department of Labor, Occupational Safety & Health Administration's minimal acceptable number and type of first-aid kits required under paragraph (d) (2) of the logging standards. (See link below) First aid kits shall be stored in storage compartment or mounted so as to provide for access in the event of an accident, away from foot traffic.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9863

- 3.29.2** Kit shall be housed in a polypropylene or metal box which contains at least the following items:
- 3.29.2.1** Instant Cold Pack (1)
 - 3.29.2.2** Certicaine or Equal Burn Spray (1 oz.)
 - 3.29.2.3** 1" x 3" Adhesive Bandages, twenty-five (25)
 - 3.29.2.4** 3/4" x 3" Adhesive Bandages, ten (10)
 - 3.29.2.5** Extra Large Adhesive Bandages, ten (10)
 - 3.29.2.6** 3" x 3" Gauze Pads, ten (10)
 - 3.29.2.7** Antiseptic Wipes, ten (10)
 - 3.29.2.8** Alcohol Prep Pads, twenty (20)
 - 3.29.2.9** Ammonia Inhalants, ten (10)
 - 3.29.2.10** 2" x 6 yds. Gauze Bandage
 - 3.29.2.11** 1/2" x 2.5 yds. Adhesive Tape
 - 3.29.2.12** Burn Ointment (1/8 oz.), four (4)
 - 3.29.2.13** Insect Sting Swabs, four (4)
 - 3.29.2.14** PVP Iodine Swabs, four (4)
 - 3.29.2.15** Tweezers, one (1)
 - 3.29.2.16** Scissors, one (1)
 - 3.29.2.17** Safety Pins, five (5)
- 3.29.3** **Fire Extinguisher**— 5 lb. dry chemical fire extinguisher with a minimum of a 20A:180B: C rating shall be provided in vehicle and shall be mounted in an accessible compartment with a hinged door or on a vehiculartype quick access bracket away from foot traffic.
- 3.29.4** **Reflectors** – Three (3) bidirectional emergency reflective triangles conforming to requirements of FMVSS No. 125, Section 571.125 shall be secured in the storage compartment of the vehicle.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 3.29.5 Blood borne Pathogen Protection Kit** A 10-unit (minimum) kit housed in a polypropylene or metal box and containing at least the following items:
- 3.29.5.1** Gown/Cap (1)
 - 3.29.5.2** Goggles (Eye Shield) (1)
 - 3.29.5.3** Mask (1)
 - 3.29.5.4** Three (3) Pairs of Gloves (what kind of gloves)
 - 3.29.5.5** Scraper (1) (what kind of scraper)?
 - 3.29.5.6** Crepe Towels two (2)
 - 3.29.5.7** Antiseptic Towelettes, four (4)
 - 3.29.5.8** Disinfectant Towelette, four (4)
 - 3.29.5.9** Mouth to Mouth Barrier, one (1)
 - 3.29.5.10** Scoop Bag, three (3)
 - 3.29.5.11** Infectious Liquid Control Powder (2 oz.)
 - 3.29.5.12** Red Bio-Hazard Bags with Ties, two (2)
- 3.29.6 Web/Seat Belt Cutter:** A 5.5" X 3" Web/Seat Belt Cutter – shall be secured in a location accessible from the driver's seat.
- 3.29.7 Two Mylar Blankets:** Two (2) folded, sealed and stored silver 80-85" x 50 X 70" Mylar disposable rescue blankets.
- 3.29.8 Wool Blankets:** Two (2) wool blankets (62" X 80" each) shall be provided.
- 3.29.9 Safety Vest:** A highly visible reflective safety vest to be worn by the driver in case of an emergency that makes the driver visible to evacuating passengers and other motorists.
- 3.29.10** Provide and install in each vehicle, all classes, Angel Trax Vulcan Series V12 HD IP Mobile DVR Security Camera System, or equal, with an appropriate Number of cameras according to the size of the vehicle. cameras. Equal having One TB SATA Hard drive with back up recording on SD Card and six audio/video channels.
- System to be installed in a secure lockable box with two (2) Keys in an easy accessible location.
- 3.29.11** Wheel Chocks: Each vehicle will be equipped with one (1) set of wheel

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

chocks with storage.

- 3.29.12** Back Up Alarm: Back-up alarm that is electrically operated and produces an intermittent sound when the vehicle is shifted into reverse shall be furnished to warn others during vehicle movement. Alarm shall be in compliance with SAE J994B with respect to acoustical performance for Type B device (IE107db) (A) and plus or minus 4db.

3.30 MIRRORS AND SUN VISOR

- 3.30.1** Exterior: Two adjustable mirrors shall be provided; one located at the left front body corner and one on the curb side of the vehicle. The mirrors shall be remote controlled and shall be heated. Crossover mirrors are not acceptable.
- 3.30.2** Interior: Vehicle shall be equipped with rectangular flat mirror with a viewing area of at least 6" x 16". This mirror will be centered in the upper forward position of the vehicle.
- 3.30.3** Sun visors; Driver's sun visors shall be provided, unless a single visor is provided by OEM.
- 3.30.4** Driver's courtesy lights shall be located to the left rear (upper) side of compartment or a center mounted dome and will allow for full movement of left side sun visor.
- 3.30.5** Fresnel Lens: Each vehicle shall be equipped with a large Fresnel flat, Wide-range lens, approximately 11"x 14", ready for installation/ placement by the purchaser upon delivery of the vehicle.

3.31 WHEELCHAIR SECUREMENT SYSTEM:

Wheelchair securement areas and systems shall fully comply with all applicable U.S. Department of Transportation's Americans with Disabilities Requirements.

- 3.31.1** Vehicle shall be equipped with one (1) or two (2) wheelchair positions.
- 3.31.1.1** At each required wheelchair position a wheelchair securement system shall be provided to securely hold the wheelchair in the wheelchair position.
- 3.31.1.2** Provisions shall be made, in the wheelchair position area, to stow the straps and buckles off the floor when they are not in use. The stored straps shall not interfere with passenger movement or sitting space.
- 3.31.2** The vendor shall provide with each vehicle upon delivery a pamphlet,

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

brochure or similar literature describing and instructing the use of the wheelchair securement system and shall demonstrate to the recipient the proper method of using the system. Demonstration of the securement system must be performed to insure correct use of the system.

- 3.31.3** Each wheelchair station shall have a securement system fully complying with ADA requirements and capable of securing most common wheelchairs and other mobility aid devices. Each wheelchair space shall have at least six (6") inches in between each space for easy access of driver.

3.32 WHEELCHAIR OCCUPANT RESTRAINT SYSTEM

- 3.32.1** A restraint system shall be provided for the occupant of the wheelchair at each wheelchair position.
- 3.32.2** The restraint system shall be a seat belt assembly permanently attached to the floor or side of the vehicle or to the wheelchair lock supports.
- 3.32.3** The restraint system shall be capable of securing a passenger in all types of wheelchairs or Scooters, while the chairs are locked in position.
- 3.32.4** The seat belt shall be at least eighty (80) inches long and shall be easily fastened and unfastened by the wheelchair occupant.
- 3.32.5** An ADA compliant, fully automatic retractable restraint system that has self-tensioning, self-locking tie down belts that are interchangeable and that feature quick-release S-hooks, such as the Lok-It from American Seating, the Sure-Lok Titan Retractor System, Q'Straint QRT Deluxe System, Secura or Equal, meaning the wheelchair retractors shall be fully automatic, auto locking and self-tensioning.
- 3.32.6** The retractors shall automatically remove any slack in the webbing after they are secured to the wheelchair; also have dual tightening knobs to provide additional tensioning if needed.

3.32.7

- 3.30.1.5.1** The retractors shall be self-retracting; so, no belts are left on the floor.

- 3.32.8** The retractor shall have a "LOCKED" indicator tag and shall only be visible when the retractor is in the LOCKED mode assuring the retractor is not in the release condition when properly secured to the wheelchair.
- 3.32.9** The retractors shall be heavy duty with heat treated structural components and plated for superior corrosion resistance.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 3.32.10** The retractors shall have a chrome plated metal cover for long lasting protection.
- 3.32.11** The retractors shall be designed to be low profile to fit under most wheelchair footrests.
- 3.32.12** The retractors shall be equipped with anchoring points for the attachment of the occupant restraint lap belts.
- 3.32.13** The retractors shall be able to be used with a variety of shoulder/lap belt combinations.
- 3.32.18** The retractors, occupant restraints and anchoring equipment shall be installed in accordance with the manufacturer's installation instructions and recommendations.
- 3.32.19** The retractors and occupant restraints shall meet or exceed but not limited to the following specifications: 30mpg/20g Impact Test Criteria per SAE J2249; ISO 10542; Canadian Z605; National Standards for School Buses; ADA (49 CFR Part 38); FMVSS 209, 222 and 302.

FMVSS 209:

http://www.ecfr.gov/cgi-bin/text-idx?SID=7d443eb75ceba033fed91e90f816b574&node=se49.6.571_1209&rgn=div8

FMVSS 222:

http://www.ecfr.gov/cgi-bin/text-idx?SID=7d443eb75ceba033fed91e90f816b574&node=se49.6.571_1222&rgn=div8

FMVSS 302:

https://www.sp.se/en/index/services/firetest_building/firetest_bu%C3%ADlding/FMVSS302/Sidor/default.aspx

- 3.32.20** Medium-Duty Series L-Track with flanges, mounting holes and clear anodized finish to be used, like FE-748-100-PD4C track with end caps, or Equal, floor anchoring product for wheelchair Tie-Downs and Occupant restraint systems.
- 3.32.21** The seams between the flooring and the track need to be treated to ensure that no moisture can get to the track to cause track deterioration.
- 3.32.22** Track and securement system need to comply with manufacturer's recommendations regarding using the same manufacturer's track and securement systems.
- 3.32.23** Vendor shall provide four (4) each of sixteen inches (16") quick straps for each securement location

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

3.31 WHEELCHAIR LIFT (IF EQUIPPED)

The lift shall meet or exceed all the U.S. Department of Transportation's minimum and Americans with Disabilities Act requirements and the floor structure sufficient to support the load of the lift.

3.31.1 Vehicle, as described in Class A, B, C, D, E, F and G shall be equipped with one (1) fully automatic wheelchair lift. The lift shall have been tested to a minimum static load of 2,400 lbs. The lift shall have a 1,000 lbs. rated lifting capacity and shall be installed as directed in this RFQ..

3.31.2 A threshold warning signal which meets the NHTSA FMVSS platform lift system for accessible motor vehicles shall be part of the wheelchair lift system.

3.31.3 Lift Installation: The lift shall be installed by bolting through the floor into structural steel that is an integral part of the body underfloor structure.

3.31.4 The lift shall have a selfcleaning, seethrough, nonskid platform which can be folded and unfolded by one person.

3.31.5 Lift control switch shall be completely weatherproof with illuminated functions and labeled as to function. The controls shall be placed adjacent to the lift in such a position to enable the driver, once the passenger is on the platform, to operate the lift. In the fully lowered position, the platform shall measure at least thirty-four (34) inches wide and have an effective length of at least fifty-four (54) inches. A safety barrier shall be the full length of the curb side edge of the platform and shall be a moveable hinged surface to provide a barrier to prevent the wheelchair from rolling off the lift during operation. Barrier must have a durable rubber nose guard and be powder coated yellow for safety and high visibility.

A two (2) inch high barrier shall also be provided on each side of the platform to prevent wheelchairs from rolling over the edge. Two (2) automatic fold handrails shall be provided one on each side of the platform. A safety belt shall be installed on the lift to secure the occupant during the use of the lift.

3.31.6 Power unit shall be twelve (12) volt electrohydraulic system. Power unit shall be readily accessible for service. A manual hand crank shall be installed for lift operation in the event of power failure.

3.31.7 Lift shall be capable of being used from curb level or ground. The lift shall be capable of safely lifting a one thousand (1,000) pound rated lifting capacity. The lift platform shall be capable of being raised or lowered with a load in no more than twelve (12) seconds. All power units, operating joints, linkage, and mounting points to the body shall be certified

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

by the manufacturer as being adequate for the 1 loading. The operation of the unit shall provide a smooth, jerkfree ride in both up and down directions.

- 3.31.8** All sliding surfaces and load bearing pivot points shall be free of exposed grease and constructed with ball and roller bearings. All electrical and hydraulic lines and units, all control mechanisms and cables shall be securely fastened and placed so as not to interfere with passenger ingress and egress, or with any moving parts. All moving parts shall be shielded from contact with passengers and operator.
- 3.31.9** Platform shall fold into door area for storing while not in use. Platform in stored position shall not intrude into vehicle body more than 14 inches. Lift shall be adequately restrained in stored position to prevent lift from coming adrift while vehicle is in motion. The lift in its stored position shall not rattle.
- 3.31.10** It is the vendor's responsibility to provide instructions on the use of lift to meet the specified performance standards, and on the safe operation, maintenance, and service of the lift, as well as warranty information. An instructional video explaining the lift operations and lift maintenance shall be provided with each vehicle.
- 3.31.11** Lift controls shall be interlocked with the vehicle brakes and transmission and door, or other approved means, to ensure that the vehicle cannot be moved when the lift is not stowed and so the lift cannot be deployed unless the interlock mechanism(s) are engaged. The lift must not be able to be deployed without engaging the interlock system and the interlock must prevent the vehicle from being moved until the lift is stowed. Any interlock which can be disengaged prior to lift stowage will cause the vehicle not to be accepted.
- 3.31.12** A wheelchair lift light shall be located inside the vehicle to illuminate the lift. Two (2) additional lights will be mounted in the area to illuminate the surrounding area of the street. The lights shall function automatically when the lift door is opened, even with the running lights switch is in the off position to provide illumination in accordance with FTA/ADA requirements. Installation of the lights shall not intrude upon the headroom or effective width of the wheelchair access area.
- 3.31.13** Activating the lift circuitry will cause the rear hazard lights to flash.
- 3.31.14** Wheelchair lift shall have a grounding strap from the chassis frame to the lift frame.

3.32 RADIO INSTALLATION / VEHICLE COMMUNICAITON

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 3.32.1** The vehicle shall be provided with adequate grounding material at roof level or at side level as directed for a radio antenna. Such material shall provide direct grounding to the main vehicle body frame.
- 3.32.2** A conduit or other path shall be provided for an unexposed antenna cable routing between the antenna mounting area and an area to be provided for installation of a mobile raid receiver within easy reach of the driver, together with the necessary wiring for a power supply.
- 3.32.3** Vendor shall supply a ground wire, loom (conduit) and pull wire. A power wire is not necessary.

3.33 MUD FLAPS

Rubber mud flaps shall be provided at all wheels. No hard plastic shall be permitted.

3.34 UNSPECIFIED ACCESSORIES & FEATURES

All parts, equipment, accessories, material, design, and performance characteristics not specified herein, but which are necessary to provide a complete unit, must be furnished with each unit and required to confirm to strength, quality of material, and quality of workmanship to those which are advertised and provided to the market in general by the unit industry. All parts and accessories advertised and regularly supplied as standard shall be included, except those which would represent duplication of these specified and except those which, by specification, are not to be furnished. All standard safety features, required by Federal and State Law, shall be included. Vehicles must have all equipment found on the manufacturer's base model plus other equipment requirements, packages, items, etc. needed to meet the specifications.

3.35 STORAGE COMPARTMENT

- 3.35.1** A storage compartment capable of accommodating jumper cables, seat belt cutter and other items shall be provided in the front header above the driver. The compartment will be provided with a latching or other mechanism to hold it in the open position.
- 3.35.2** Bottom hinged compartment doors will be provided with restraint straps to limit its movement to 90 degrees.
- 3.35.3** Tuffy storage boxes are acceptable as an equal when no room is available as specified. Floor mounted to curbside of engine cover.

3.36 TRAINING

The Vendor shall, at its own expense conduct two (2) one day training sessions at two different locations between the hours of 8:00 a.m. to 5:00

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

p.m. Dates will be mutually agreed upon, with the option of additional training days, if necessary. The Division will arrange a venue and registration. The vendor will provide one or more qualified instructor(s) and materials. Instructors shall conduct schooling sessions which shall be designated to instruct the Recipient Agency's in-house driver training staff in proper and safe on-road operation of the vehicle, in operating characteristics and limitations of the vehicle, and identification and proper operation of all driver's controls. Instructors shall also conduct training sessions for maintenance instructors and qualified mechanics to give thorough and proper training in the maintenance and repair of all operating systems of the vehicle including: (1) power train, (2) electrical system, (3) heating, ventilation, and air conditioning system, (4) braking and air system, and (5) wheelchair lift and securement systems. The Vendor shall also provide visual and other teaching aids for use by each Recipient Agency's own staff.

4 VEHICLE CLASSES – Requirements specific to each vehicle class.

4.1 Class A, B, C, D, E, F and G: Vehicles identified as Class A,B,C,D,E vehicle(s) must meet the following mandatory requirements in addition to the requirements listed in section.

Measurements and Other Specifications:

Gross Vehicle Weight	
Rating Min/Max. (in lbs.)	8,750 – 12,000 lbs.
Wheelbase (Min.)	130"
Wheelbase (Max.)	180"
Overall Length (Min/Max.)	190-250"
Overall Height (Min/Max.)	80 - 115"
Overall Exterior Width (Min/Max.)	80-100"
Interior Height (Approx.)	65- 80"
Interior Width (Min.)	40-90"
Lower Step to Ground Not More Than	13"
Seat/ W/C Capacity	4 – 10 ambulatory passengers and 1/2 W/C.
Tires: Appropriate for 150/250/350 or equivalent with maximum GVWR of 11,000 lbs.	
Load Range	See above.
Spare Wheel	Shipped Loose
Engine Type	Minimum: 3.0 L Gasoline Maximum: 4.0 L Gasoline
Transmission	Appropriate for 150/250/350 or equivalent with

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

1		maximum GVWR of 11,000 lbs.
	Passenger heat	28,000 BTU minimum
	Passenger A/C	40,000 BTU minimum
		Minimum
	Battery	Dual
	Fast Idle	Yes

4.1.1 Rear Air Suspension:

Rear suspension for Class A shall be OEM for a 150/250/350 chassis or equivalent with a GVWR of 12,000 lbs.

5 ADDITIONAL REQUIREMENTS APPLICABLE TO ALL VEHICLES

5.1 Summary of Items To Be Provided Upon Delivery

The following items shall be furnished by the successful Vendor upon delivery of the vehicle:

- a. All warranty verification vouchers, certificates or coupons.
- b. Supply two (2) sets of the following manuals, per model year, for each transit authority that receives vehicles:

Two (2) complete parts books
Two (2) maintenance manuals
Including wiring schematics of auxiliary circuits and all other necessary prints for the maintenance of the vehicle and
One (1) OEM operations manual

For other agencies receiving vehicles, the successful bidder shall supply one (1) copy of each mentioned per vehicle.
- c. Completely filled fuel tank or tanks.
- d. Protection to 20° F below zero with permanent type antifreeze.
- e. A vehicle(s) free of dealer signs and emblems.
- f. Assurance of compliance with manufacturer's pre-delivery service.
- g. A vehicle(s) which is clean, (If delivery of the vehicle occurs during the winter months of October through March, the vehicle shall be washed directly prior to delivery at the specified transit organization to ensure that the vehicle is free of dirt and salt deposits) lubricated, serviced and ready for immediate service.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- h. Operation, maintenance, and warranty information for any add on equipment will be provided upon delivery if available to the Vendor.
- i. Original vehicle chassis manufacturer's factory sticker itemizing equipment on the vehicle.
- j. A certified weight slip showing front and drive axle weights for the vehicle at its curb weight as defined in Technical Specifications.
- k. Proof of Alignment.
- l. Vehicle shall comply with and conform to the State of West Virginia Motor Vehicle Inspection Law and shall have the current inspection sticker attached to the windshield.
- m. Two (2) bulkhead mounted document protectors, eight and one-half inches by eleven inches (8.5" x 11") for display of route information or system announcements.

5.2 Title

Adequate documents for securing the vehicle in the name of the agency the vehicles was procured for shall be provided to the Division of Multimodal Transportation Facilities – Public Transit at least 10 working days prior to the delivery of each vehicle. The Vendor warrants that the title shall pass to the agency it was order for free and clear of all liens, mortgages and encumbrances, financing statements, security agreements, claims and demands of any character.

According to WV State Code §5A-3-4(8), vendor agrees that liquidated damages shall be imposed at the rate of \$10 per calendar day for failure to provide the titling documentation at the time of vehicle delivery. This clause shall in no way be considered exclusive and shall not limit the State or agency's right to pursue any other additional remedy to which the State or agency may have legal cause for action including further damages against the vendor.

All documentation (Certificate of Origin, Delivery/Odometer Statement, Etc.) in original form must be mailed or hand carried to:

WV Division of Multimodal Transportation Facilities -Public Transit
1900 Kanawha Blvd., East
Building 5, Room 663
Charleston, WV 25305

5.3 QUALITY ASSURANCE

5.3.1 QUALITY ASSURANCE ORGANIZATION

The Vendor shall establish and maintain an effective quality assurance organization. It shall be a specifically defined organization and should respond directly to the Vendor's management. The Vendor's complete quality assurance program for purchased components and inplant inspection procedures shall be available for review by the Division of Multimodal Transportation Facilities - Public Transit prior to award.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

Control

The quality assurance organization shall exercise quality control over all phases of production from initiation of design through manufacture and preparation for delivery. The organization shall also control the quality of supplied articles.

Authority and Responsibility

The quality assurance organization shall have the authority and responsibility for reliability, quality control, inspection planning, establishment of the quality control system, and acceptance/rejection of materials and manufactured articles in the production of the vehicles.

5.3.2 QUALITY ASSURANCE ORGANIZATION FUNCTIONS

The quality assurance organization shall include the following minimum functions.

Work Instructions

The quality assurance organization shall verify inspection operation instructions to ascertain that the manufactured product meets all prescribed requirements.

Records Maintenance

The quality assurance organization shall maintain and use records and data essential to the effective operation of its program. These records and data shall be available for review by the resident inspectors. Inspection and test records for this procurement shall be available for a minimum of one (1) year after inspections and test are completed.

Corrective Actions

The quality assurance organization shall detect and promptly assure correction of any condition that may result in the production of defective vehicles. These conditions may occur in designs, purchases, manufacture, tests, or operations that culminate in defective supplies, facilities, technical data, or standards.

5.3.3 STANDARDS AND FACILITIES

Configuration Control

The Vendor shall maintain drawings and other documentation that completely describe a quality vehicle that meets all of the options and special requirements of this procurement. The quality assurance organization shall verify that each vehicle is manufactured in accordance with these controlled drawings and documentation.

Measuring and Testing Facilities

The Vendor shall provide and maintain the necessary gauges and other measuring and testing devices for use by the quality assurance organization to verify that the vehicles conform to all specification requirements. These devices shall be calibrated at established

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

periods against certified measurement standards that have known valid relationships to national standards.

Production Tooling as Media of Inspection

When production jigs, fixtures, tooling master patterns, and other devices are used as media of inspection, they shall be proved for accuracy at formally established intervals and adjusted, replaced, or repaired as required to maintain quality.

Equipment Use By Division of Multimodal Transportation Facilities - Public Transit's Inspector(s)

The Vendor's gauges and other measuring and testing devices shall be made available for use by the Division of Multimodal Transportation Facilities - Public Transit's inspector(s) to verify that the vehicles conform to all specification requirements. If necessary, the Vendor's personnel shall be made available to operate the devices and to verify their condition and accuracy.

5.3.4 CONTROL OF PURCHASES

The Vendor shall maintain quality control of purchases.

Supplier Control

The Vendor shall require that each supplier maintains a quality control program for the services and supplies that it provides. The Vendor's quality assurance organization shall inspect, and test materials provided by suppliers for conformance to specification requirements. Materials that have been inspected, tested, and approved shall be identified as acceptable to the point of use in the manufacturing or assembly processes. Controls shall be established to prevent inadvertent use of non-conforming materials.

Purchasing Data

The Vendor shall verify that all applicable specification requirements are properly included or referenced in purchases of articles to be used on vehicles.

5.3.5 MANUFACTURING CONTROL

The Vendor shall ensure that all basic production operations, as well as all other processing and fabricating, are performed under controlled conditions, establishment of these controlled conditions shall be based on the documented work instructions, adequate production equipment, and special working environments if necessary.

Completed Items

A system for final inspection and test of completed vehicles shall be provided by the quality assurance organization. It shall measure the overall quality of each completed vehicle.

Non-conforming Materials

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

The quality assurance organization shall monitor the Vendor's system for controlling non-conforming materials. The system shall include procedures for identification, segregation, and disposition.

Statistical Techniques

Statistical analysis, tests, and other quality control procedures may be used when appropriate in the quality assurance processes.

Inspection Status

A system shall be maintained by the quality assurance organization for identifying the inspection status of components and completed vehicles. Identification may include cards, tags, or other normal quality control devices.

5.3.6 INSPECTION SYSTEM

The quality assurance organization shall establish, maintain, and periodically audit a fully documented inspection system. The system shall prescribe inspection and test of materials, work in progress and completed articles. At a minimum, it shall include the following controls.

Inspection Stations

Inspection stations shall be at the best locations to provide for the work content and characteristics to be inspected. Stations shall provide the facilities and equipment to inspect structural integrity; electrical; hydraulic; through floor securements; OEM defects; coverage of the undercoating; and other components and assemblies for compliance with the design requirements.

Stations shall also be at the best locations to inspect or test characteristics before they are concealed by subsequent fabrication or assembly operations. These locations shall minimally include, as practicable, underbody structure completion, body framing completion, body prior to paint preparation, water test before interior trim and insulation installation, engine installation completion, underbody dressup and completion, vehicle prior to final paint touch up, vehicle prior to road test, and vehicle final road test completion.

The manufacturer shall provide on its premises a suitable hoist for a complete inspection of the underside of the vehicle. **A pit is not acceptable.**

Inspection Personnel

Sufficiently trained inspectors shall be used to ensure that all materials, components, and assemblies are inspected for conformance with the qualified vehicle design.

Inspection Records

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

Acceptance, rework, or rejection identification shall be attached to inspected articles. Articles that have been accepted as a result of approved materials review actions shall be identified. Articles that have been reworked to specified drawing configurations shall not require special identification. Articles rejected as unsuitable, or scrap shall be plainly marked and controlled to prevent installation on the vehicle. Articles that become obsolete as a result of engineering changes for other actions shall be controlled to prevent unauthorized assembly or installation. Unusable articles shall be isolated and then scrapped.

Discrepancies noted by the Vendor or Division of Multimodal Transportation Facilities - Public Transit's inspector during assembly shall be entered by the inspection personnel on a record that accompanies the major component, subassembly, or vehicle from start of assembly through final inspection. Actions shall be taken to correct discrepancies or deficiencies in the manufacturing processes, procedures, or other conditions that cause articles to be in nonconformity with the requirements of the contract specifications. The inspection personnel shall verify the corrective actions and mark the discrepancy record. If discrepancies cannot be corrected by replacing the non-conforming materials, the Division of Multimodal Transportation Facilities - Public Transit shall approve the modification, repair, or method of correction to the extent that the contract specifications are affected.

Quality Assurance Audits

The quality assurance organization shall establish and maintain a quality control audit program. Records of this program shall be subject to review by the Division of Public Transit.

Division of Multimodal Transportation Facilities - Public Transit's Inspector(s)

The Division of Multimodal Transportation Facilities - Public Transit may be represented at the Vendor's plant by their inspectors, they shall monitor, in the Vendor's plant, the manufacture of vehicles built under this procurement. The Division of Multimodal Transportation Facilities - Public Transit's inspectors shall be authorized to release the vehicles for delivery. Upon request to the quality assurance supervisor, inspectors shall have access to the Vendor's quality assurance files related to this procurement. These files shall include drawings, material standards, parts lists, inspection processing and reports, and records of defects. The presence of these inspectors in the plant shall not relieve the Vendor of its responsibility to meet all of the requirements of this procurement.

The Division of Multimodal Transportation Facilities - Public Transit's inspectors shall not have the authority to stop the Vendor's production line until any apparent problem area of major significance that arises to warrant such actions is fully discussed with the Vendor's top management.

5.4 SERVICE AND PARTS

The Vendor shall state on **Bid Form #1** the representative(s) responsible for assisting the Recipient Agencies, as well as the location of the nearest distribution center(s) which shall furnish a complete supply of parts and components for the repairs and maintenance of the vehicles to be supplied.

5.5 Materials and Workmanship

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- a. Vendor shall incorporate in the proposed vehicle(s) the latest technological achievements consistent to achieving maximum service life and superior attractiveness of appearance.
- b. Vehicle(s) shall be delivered in new, first-class condition, complete and ready for operation on the street and the Vendor shall assume all responsibility and liability incident to said delivery.
- c. All materials used in the construction of vehicle(s) and in all its parts and accessories shall conform to A.S.T.M., S.A.E., or similar associations published standards, and be of top quality.
- d. The vehicle(s) shall be built with suitable and easily accessible compartments provided for all apparatus, sound deadening insulation, wherever needed, and all operating devices so mounted as to reduce and keep all noise and vibration to an absolute minimum.
- e. Vendor shall assume responsibility for all material and accessories used in vehicle(s) and their proper installation and their warranty, whether the same is manufactured by the Vendor or purchased ready-made from a source outside the Vendor's company.

5.6 Spare Parts – The Vendor shall guarantee the availability of replacement parts for these vehicles for at least a seven (7) year period after the date of acceptance. Spare parts shall be interchangeable with the original equipment and shall be manufactured in accordance with the quality assurance provision of this contract.

5.7 Engineers – The Vendor shall, at its own expense, have a competent engineering representative(s) available on request to assist the Recipient Agencies staff in the solution of engineering or design problems within the scope of the specifications that may arise during the warranty period.

5.8 Documents – The Vendor shall keep maintenance manuals available for a period of ten (10) years after the date of acceptance of the vehicles procured under this contract. The Vendor shall also keep parts books up to date for a period of ten (10) years. The supplied maintenance and operators' manuals shall incorporate all equipment ordered on the vehicles covered by this procurement.

5.9 WARRANTIES

The Vendor has an obligation to ensure that the entire vehicle is covered by a warranty. The Vendor shall make every effort to assure that all obligations defined under all warranties applicable to the vehicle or any subpart of the vehicle are unfilled.

WARRANTY REQUIREMENTS

Warranties in this document are in addition to any statutory remedies or warranties imposed on the Vendor. Consistent with this requirement the Vendor warrants and

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

guarantees to the Division of Multimodal Transportation Facilities - Public Transit each complete vehicle, and specific subsystems and components as follows:

5.9.1 Complete Vehicle

The vehicle is warranted and guaranteed to be free from defects and related defects for three (3) years or 36,000 miles, whichever comes first, beginning on the first day after the date of final acceptance of each vehicle. During this warranty period, the vehicle shall maintain its structural and functional integrity. The warranty is based on regular operation of the vehicle under the operating conditions prevailing in the Recipient Agencies locales.

5.9.2 Warranty of Basic Vehicle Structure

The Vendor shall warranty the frame and suspension members for three (3) years or 36,000 miles, whichever comes first. This warranty shall not cover air bags, leveling valves, springs, or other normal wearing parts. The Vendor is not liable for warranty if the Recipient Agencies voids the warranty as outlined in this Section. If the frame or suspension fails or shows indication of imminent failure, the Recipient Agencies will immediately notify the Vendor of said defect. Within ten (10) calendar days the Vendor will inform the Recipient Agencies on how the Vendor will repair the vehicle. Repair of frame and suspension failures will be the responsibility of the Vendor. Within fifteen (15) calendar days from notification of the defect the Vendor shall begin the repair of the frame and suspension defects. If the vehicle with the reported frame and suspension defect is out of revenue service for more than twenty (20) calendar days because of the reported defect, the Vendor will have to either provide a substitute vehicle of equal seating capacity with wheelchair lift (if applicable) of the same age or newer than the vehicle with the defect or directly reimburse the Recipient Agencies the cost of leasing a substitute vehicle. The maximum daily reimbursement will be \$300. The Vendor will have to continue to provide a substitute vehicle or reimburse the Recipient Agencies until the defect is completely repaired.

5.9.3 Warranty Locations

A description of how and by whom warranty service is to be provided in four (4) areas of West Virginia is to be included in the bid proposal. The information should cover both mechanical and body work. All bidders shall provide vendors who will do the warranty of both chassis and body, including vehicle body, air conditioning and wheelchair lifts. The four warranty service areas of West Virginia include: The Northern Panhandle, Eastern Panhandle, Central West Virginia, and Southern West Virginia.

5.9.4 Subsystems and Components

The subsystems and components are, at a minimum, warranted and guaranteed to be free from defects and related defects as follows:

ENGINE: Three (3) years or 36,000 miles, whichever comes first.

TRANSMISSION: Three (3) years or 36,000 miles, whichever comes first.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

DRIVE AXLE: Three (3) years or 36,000 miles, whichever comes first.

BRAKE SYSTEM: Excluding friction material,
Three (3) years or 36,000 miles
whichever comes first.

BASIC BODY Three (3) years or 36,000
STRUCTURE miles, whichever comes first.
INTEGRITY:

AIR CONDITIONING Three (3) years or 36,000 miles
SYSTEM:

WHEELCHAIR Two (2) years
LIFT SYSTEM:

ALL ADD ON COMPONENTS: Two (2) years

5.9.5 VOIDING OF WARRANTY

The warranty shall not apply to any part or component of the vehicle that has been subject to misuse, negligence, accident, or that has been repaired or altered in any way so as to affect adversely its performance or reliability, except insofar as such repairs were in accordance with the Vendor's maintenance manuals and the workmanship was in accordance with recognized standards of the industry. The warranty shall also be void if the Recipient Agencies fails to conduct normal inspections and scheduled preventative maintenance procedures as recommended in the Vendor's maintenance manuals.

5.9.6 EXCEPTIONS TO WARRANTY

The warranty shall not apply to scheduled maintenance items, and items such as tires and tubes, nor to items furnished by the Recipient Agencies such as radios, fare boxes and other auxiliary equipment, except insofar as such equipment may be damaged by the failure of a part or component for which the Vendor is responsible.

5.9.7 DETECTION OF DEFECTS

If the Recipient Agency detects a defect within the warranty periods defined in Section 5.10.1 of this Part, it shall promptly notify the Vendor's representative five (5) working days after receipt of notification, the Vendor's representative shall either agree that the defect is in fact covered by warranty, or reserve judgment until the subsystem or component is inspected by the Vendor's representative or is removed and examined at the Recipient Agencies property or at the Vendor's plant. At that time, the status of warranty coverage on the subsystem or component shall be mutually resolved between the Recipient Agency and the Vendor. Work necessary to affect the repairs defined in Section 5.10 of this Part shall commence within ten (10) working days after receipt of notification by the Vendor.

5.9.8 SCOPE OF WARRANTY REPAIRS

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

When warranty repairs are required, the Recipient Agencies and the Vendor's representative shall agree within five (5) days after notification on the most appropriate course for the repairs and the exact scope of the repairs to be performed under the warranty. If no agreement is obtained within the five (5) day period, the Recipient Agencies reserves the right to commence the repairs in accordance with Section 5.10.

5.9.9 FLEET DEFECTS

A fleet defect shall be defined as the failure of any identical items covered by the warranty and the specifications herein and occurring in a twenty percent (20%) portion of the vehicles purchased under this contract.

The Vendor shall correct a fleet defect under the warranty provision. After correcting defect, the Vendor shall promptly undertake and complete a work program reasonably designed to prevent the occurrence of the same defect in all other vehicles purchased under this contract. The work program shall include inspection and/or correction of the potential or defective parts in all of the vehicles purchased under this contract. The warranty on items determined to be fleet defects shall be extended for the time and/or miles of the original warranty. This extended warranty shall begin on the date of the repair/replacement for the corrected item.

5.9.10 EXTENDED WARRANTY

The vendor will supply, as part of their bid, an extended warranty period covering the powertrain, electronic control units (ECUs), engine and transmission control units (also abbreviated as ECU). The powertrain warranty period shall be extended to 100,000 miles or six (6) years in duration. The same period of warranty extension will apply for the ECUs.

5.10 REPAIR PROCEDURES

5.10.1 Repair Performance

At its option, the Division of Multimodal Transportation Facilities - Public Transit, or its designated representative, may require the Vendor, or its designated representative, to perform warranty covered repairs that are clearly beyond the scope of Recipient Agencies capabilities. All warranty work done by Recipient Agencies personnel will be reimbursed by the Vendor.

5.10.2 Repairs by Vendor

If the Recipient Agencies requires the Vendor to perform warranty covered repairs, the Vendor's representative must begin the work necessary to make repairs, within ten (10) working days after receiving notification of a defect from the Recipient Agencies. The Recipient Agencies shall make the vehicle available to complete repairs timely with the Vendor's repair schedule.

The Vendor will provide, at its own expense, all spare parts, tools, and space required to complete repairs. At the Recipient Agencies option, the Vendor may be required to complete repairs. At the Recipient Agencies option, the Vendor may be required to remove the vehicle from Recipient Agency's property while repairs are being affected. If the

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

vehicle is removed from Recipient Agency's property, repair procedures must be diligently pursued by the Vendor's representative.

5.10.3 Repairs by Recipient Agencies

a. Parts Used

If the Recipient Agency performs the warranty covered repairs, it shall correct or repair the defect and any related defects using Vendor specified spare parts available from its own stock or those supplied by the Vendor specifically for this repair. Monthly, or at a period to be mutually agreed upon, reports of all repairs covered by this warranty shall be submitted by the Recipient Agency to the Vendor for reimbursement or replacement of parts. The Vendor shall provide forms for these reports.

b. Vendor Supplied Parts

The Recipient Agency may request that the Vendor supply new parts for warranty covered repairs being performed by the Recipient Agency. These parts shall be shipped prepaid to the Recipient Agency from any source selected by the Vendor within 10 (ten) working days of receipt of the request for said parts.

c. Defective Components Return

The Vendor may request that parts covered by the warranty be returned to the manufacturing plant. The total cost for this action shall be paid by the Vendor. Materials shall be returned in accordance with Vendor's instructions.

d. Reimbursement for Labor

The Recipient Agencies shall be reimbursed by the Vendor for labor. The amount shall be determined by multiplying the number of manhours actually required to correct the defect by the current per hour, straight wage rate, plus 53 percent fringe benefits, plus the cost of towing in the vehicle if such action was necessary and if the vehicle was in the normal service area.

These wage and fringe benefit rates shall not exceed the rates in effect in the Recipient Agencies service garage at the time the defect correction is made.

e. Reimbursement for Parts

The Recipient Agencies shall be reimbursed by the Vendor for defective parts and for parts that must be replaced to correct the defect. The reimbursement shall be at the invoice cost of the part(s) at the time of repair and shall include taxes where applicable and 10 percent handling costs.

5.10.4 WARRANTY AFTER REPLACEMENT/REPAIRS

If any component, unit, or subsystem is rebuilt or replaced by the Vendor or by the Recipient Agencies personnel, with the concurrence of the Vendor, the subsystem

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

shall have the unexpired warranty period of the original subsystem.

6 CONTRACT AWARD

6.1 Contract Award: The Contract is intended to provide Agencies with a purchase price on all Contract Items. The Contract shall be awarded to the Vendor that provides the Contract Items meeting the required specifications for the lowest overall total cost as shown on the Pricing Pages.

6.2 The Federal Transit Administration's "Third Party Contracting Circular" (4220.1F), requires grantees (the DPT) to conduct procurements in a manner that prohibits the use of statutorily or administratively imposed In-State or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference.

Therefore, the In-State vendor preference per West Virginia Code 5A-3-37 shall not apply to this procurement since it is partially or entirely funded with Federal Transit Administration funds.

7. PRICING PAGE

7.1 Pricing Pages: Vendor shall complete Exhibit A Pricing Page by listing the unit price for each vehicle class, multiplying the unit price by the estimated quantity to arrive at an extended price, and then adding the extended prices for each Class to arrive at a total. All prices quoted are to be in whole dollars and include delivery charges.

7.2 Exhibit A Pricing Page contains a list of the Contract Items and estimated purchase volume. The estimated purchase volume for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.

7.3 Vendor shall electronically enter the information into the Pricing Pages through wvOASIS, if available, or as an electronic document. In most cases, the Vendor can request an electronic copy of the Pricing Pages for bid purposes by sending an email request to the following address: david.h.pauline@wv.gov

7.4 Additional agencies, as noted, could purchase from any awarded contract resulting from this bid. Specified deliverables would be as originally advertised, competed, evaluated, and awarded.

8. BID REQUIREMENTS

8.1 All bids must remain in effect for the life of the contract except if vehicle chassis manufacturer issues a model year chassis price increase. A request for a model year chassis price increase is the only price increase that will be considered and will only be considered if previous year vehicles have been provided to the Division. To request a new model year chassis price increase, the request shall be submitted to the Division of Multimodal Transportation Facilities - Public Transit.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

Documentation from the actual chassis manufacturer of the chassis price increase is required to be included in the request or the price increase will not be considered.

- 8.2 All bids must be submitted electronically through wvOASIS or signed and delivered by the Vendor to the Purchasing Division at the address listed below on or before the date and time of the bid opening. Acceptable delivery method include electronic submission via wvOASIS , hand delivery, delivery by courier, or facsimile.

West Virginia Purchasing Division
2019 Washington Street East
Capitol Complex Building 15
Charleston, WV 25305
General Fax: 304-558-6026

9. VENDOR QUALIFICATIONS

The Vendor must be a person, firm, or corporation that:

- a. Has in operation, a manufacturing plant adequate to assure delivery of all equipment within the time specified under the contract.
- b. Has adequate engineering and service personnel, or has the capability to have such personnel, to satisfy any engineering or service problems that may arise during the warranty period.
- c. Has similar vehicles in operation in comparable service for a minimum of one (1) year. The Vendor may be required to furnish a customer list indicating the number of units and dates in service during or equal period of during the bid evaluation period in addition to the requirements under Section 10.2 of these specifications.
- d. In lieu of this requirement, certified results of a shaker test may be requested by the Division of Multimodal Transportation Facilities - Public Transit during the or equal period to prove the proposed vehicles to be capable of operating the service contemplated for these vehicles.
- e. Has the necessary facilities and financial resources to complete the contract in a satisfactory manner within a required time. The Division of Multimodal Transportation Facilities - Public Transit shall have the right to conduct a pre-award survey of each Vendor.
- f. Has completed and accurate maintenance, parts, and operators' manuals.

10. MISCELLANEOUS ITEMS TO BE SUPPLIED WITH BID

10.1 Federal Transit Administration (FTA) Terms and Conditions and Certifications:

Current FTA Terms and Conditions are included in this bid and must be met. Certifications for Vehicle Purchases, including Vehicle Pollution Requirements, Federal Motor Vehicle Safety Standards, Debarred Bidders, Disadvantaged Business Enterprise Manufacturers, Buy America Rolling Stock, Restrictions on Lobbying are provided on Bid Form Pages #1 - #10.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

All bid forms provided shall be properly completed and furnished by the Vendor as part of the bid.

10.2 Pre-Award Review – The Vendor shall submit the following items and any further items if requested.

- A. Complete mechanical description of vehicle, its construction and equipment including manufacturer's model name and/or number. Equipment to be described shall include the wheelchair lift, air conditioner, flip-up seat, and wheelchair securement system, if these items are specified herein.
- B. Proposed interior floor plans, showing detailed dimensions including the location of the wheelchair securement system and stanchions if specified.
- C. Curb weight (empty weight) and gross vehicle weight rating (GVWR) of vehicle.
- D. Samples or paint charts of available exterior paint colors and vinyl.
- E. Description of the warranties the Vendor proposes to furnish for the vehicle and for required ancillary equipment, including a listing of sites where warranty work will be performed.
- F. The location of the nearest depot which will furnish a complete supply of parts and components for the repair and maintenance of the vehicle to be supplied.
- G. Description of the undercoating/rustproofing system, including warranty to be provided.
- H. Identification of the specific location of the place of assembly in the case of a bus or the place of a conversion in the case of a converted van. If the location changes, the Vendor must notify the Division of Multimodal Transportation Facilities - Public Transit, in which case the Division of Multimodal Transportation Facilities - Public Transit reserves the right to perform an inspection similar to the pre-award inspection identified. If the results of the inspection are unsatisfactory, the Division of Multimodal Transportation Facilities - Public Transit may begin the contract termination process through the WV State Purchasing Division.
- I. A list of five (5) users names, addresses, and telephone numbers who have been provided similar equipment by the Vendor. If the Vendor has not provided similar equipment, the Division of Multimodal Transportation Facilities - Public Transit reserves the right to determine the acceptability of the equipment proposed by the Vendor.

10.3 Disadvantaged Business Enterprise (DBE)

- A. All U.S. Department of Transportation, Federal Transit Administration (FTA) assisted contracts between FTA, the Division of Multimodal Transportation Facilities - Public Transit, and any Vendor shall include the following language:
 - 1) **Policy** – It is the policy of the U.S. Department of Transportation that Disadvantaged Business Enterprises (DBE) as defined in 49 CFR Part 26 that DBEs shall have the maximum opportunity to participate in the performance of

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

contracts financed in whole or in part with federal funds under this agreement. Consequently, the DBE requirements of 49 CFR Part 26 apply to the agreement.

- 2) **DBE Obligation** – The recipient or its Vendor agrees to ensure that DBEs as defined in 49 CFR Part 26 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with federal funds under this agreement. Consequently, the DBE requirements of 49 CFR Part 26 apply to the agreement. In this regard, all recipients or Vendors shall take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that DBEs have the maximum opportunity to compete for and perform contracts. Recipients and their Vendors shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of U.S. Department of Transportation-assisted contracts.
- 3) The manufacturer of transit vehicles shall certify that it has complied with the requirements of 49 CFR Part 26 (March 4, 1999), Section 26.49, “Transit Vehicle Manufacturers”. This certification shall be submitted with responses to this solicitation on **Bid Form #3**.
- 4) The Vendor shall make good faith efforts to replace a DBE subcontractor that is unable to perform, with another DBE subcontractor.
- 5) Where the Vendor is found to have failed to exert sufficient reasonable and good faith efforts to involve DBEs in the work provided, the Division of Multimodal Transportation Facilities - Public Transit may declare the Vendor noncompliant and in breach of contract.
- 6) The Vendor will keep records and documents for a reasonable time following performance of this contract to indicate compliance with the Division of Public Transit DBE Program. These records and documents will be made available at reasonable times and places for inspection by any authorized representative of the Division of Multimodal Transportation Facilities - Public Transit and will be submitted to the Division of Public Transit upon request.
- 7) The awarded Vendor agrees to include the following assurance in every subcontract it signs relevant to this contract: The Vendor and each Third Party Subcontractor must not discriminate on the basis of race, color, national origin, or sex in the award and performance of any FTA or U.S. DOT-assisted sub-agreement, third party contract, and third party subcontract, as applicable, and the administration of its DBE program or the requirements of 49 CFR Part 26.

The Vendor and each third-party subcontractor must take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of U.S. DOT-assisted sub-agreements, third party contracts and third-party subcontracts, as applicable.

Failure by the Vendor and any of its third-party contracts or third party subcontractors to carry out the requirements of this subparagraph 13.d(4)(b) is a material breach of this contract, and

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

The following remedies, or such other remedy as the Division of Multimodal Transportation Facilities - Public Transit deems appropriate, include, but are not limited to, withholding payments; assessing sanctions; liquidated damages; and/or disqualifying the Vendor from future bidding as non-responsible.

- 10.4 Prohibited Interest** – No employee, officer, board member, agent, or their family members of the Division of Multimodal Transportation Facilities - Public Transit may participate in the selection, award or administration of a contract supported by Federal funds if a real or apparent conflict of interest is involved. Such a conflict could arise when any of the parties mentioned above have a financial or other interest in the Vendor selected for the contract.
- 10.5 Civil Rights Requirements** – In connection with the execution of this contract, the following requirements will apply:
- A. Nondiscrimination. In accordance with Title VI of the Civil Rights Act of 1964, As amended, 42 U.S.C. § 2000d, *et seq.*, Age Discrimination Act of 1975, as amended, 42 U.S.C. §6101, *et seq.*, Americans With Disabilities Act of 1990, as amended, 42 U.S.C. § 12101, *et seq.*, and Federal transit law at 49 U.S.C. §5332, as amended, the Vendor agrees that it will not discriminate against any employee or applicant for employment on the basis of race, color, religion, national origin, sex, age, or disability. In addition, the Vendor agrees to comply with any other applicable Federal statutes that may be signed into law or regulations that may be promulgated.
- B. Equal Employment Opportunity. The following equal employment opportunity requirements apply to the underlying contract:
- 1) Race, Color, Religion, National Origin, Sex, Disability, Age, Sexual Orientation, Gender Identity or Status as a Parent. In accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, *et seq.*, and Federal transit laws at 49 U.S.C. § 5332, the Vendor agrees to comply with all applicable equal employment opportunity requirements of the U.S. Department of Labor (US DOL) regulations, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor,” 41 C.F.R. Parts 60 *et seq.*, (which implement Executive Order Number 11246, “Equal Employment Opportunity”, as amended by Executive Order Number 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” 42 U.S.C. § 2000e note); and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Vendor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during their employment, without regard to their race, color, religion, national origin, sex, disability, age, sexual orientation, gender identity or status as a parent. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff, or termination; rates of pay or other forms or

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

compensation; and selection for training, including apprenticeship. In addition, the Vendor agrees to comply with any implementing requirements FTA may issue.

- C. The Vendor also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary, to identify the affected parties.

10.6 Buy America Certification – Vendor agrees to comply with 49 U.S.C. § 5323(j) and 49 CFR Part 661, which provides that Federal funds may not be obligated unless steel, iron, and manufactured products used in FTA-funded projects are produced in the United States, unless a waiver has been granted by FTA or the product is subject to a general waiver. General waivers are listed in 49 CFR 661.7 and include, microcomputer equipment, software, and small purchases (currently less than \$150,000) made with capital, operating, or planning funds. Separate requirements for rolling stock are set out at 49 CFR 661.11. Rolling stock not subject to a general waiver must be manufactured in the United States and have a 60 percent domestic content.

- A. A bidder must submit to the Division the appropriate Buy America certification on Bid Form #4 with all bids on FTA-funded contracts, except those subject to a general waiver. Per FTA requirements, bids that are not accompanied by a completed Buy America certification must be rejected as non-responsive. This requirement does not apply to lower tier subcontractors.
- B. Should the Vendor be declared responsive and low bid, pursuant to Pre-Award and Post Delivery Audit Requirements, the Division will require the Vendor to submit documentation (prior to any award) that lists:
- 1) Component and sub-component parts of the rolling stock to be purchased identified by manufacturer of the parts, their country of origin and costs; and
 - 2) The location of the final assembly point for the rolling stock, including a description of the activities that will take place at the final assembly point and the cost of final assembly.
 - 3) The Vendor shall submit one manufacturer's Federal Motor Vehicle Safety Standards (FMVSS) self-certification sticker providing information that the vehicle quoted complies with relevant FMVSS, or Manufacturer's certified statement that the contracted vehicles will not be subject to FMVSS regulations.
 - 4) Vendor shall submit evidence that it will be capable of meeting the bid specifications.
- C. As required by the Post Delivery Audit Requirement, any successful vendor will be required to furnish the following prior to any completed vehicle being placed into service or before any payment can be made:
- 1) Actual component and sub-component parts of the rolling stock provided, identified by manufacturer of the parts, their country of origin and costs; and

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 2) Actual location of the final assembly point for the rolling stock provided, including a description of the activities that took place at the final assembly point and the actual cost of final assembly.

10.7 Federal Regulation Changes – Vendor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement (FTA MA(22) dated October 1, 2015) <http://www.fta.dot.gov> between the WV Department of Transportation, Division of Multimodal Transportation Facilities - Public Transit and FTA, as they may be amended or promulgated from time to time during the term of this contract. Vendor's failure to so comply shall constitute a material breach of this contract.

10.8 Debarment and Suspension – This contract will comply with the requirements of 2 CFR Part 180, subpart C as adopted and supplemented by U.S. DOT regulations at 2 CFR Part 1200. Vendor is required to submit **Bid Forms #6 & #7** with bid.

The Division will not enter into any arrangement to participate in the development or implementation of a contract with any Vendor that is debarred or suspended except as authorized by Executive Orders No. 12549, "Uniform Suspension, Debarment or Exclusion of Participant from Procurement or Non-procurement Activity," October 13, 1994, 31 U.S.C. § 6101 note, as amended by Executive Order No. 12689, "Debarment and Suspension," August 16, 1989, 31 U.S.C. § 6101 note, and other applicable federal laws, regulations, or guidance regarding participation with debarred or suspended Vendors.

The Division will review the U.S. GSA "System for Award Management – Lists of parties Excluded from Federal Procurement and Non-procurement Program," <https://www.sam.gov>,

As required by U.S. DOT regulations, 2 CFR Part 1200. If the Vendor's name is on the list, the Division cannot enter into a contract with a Vendor on the debarred list.

Should an approved Vendor have subcontracts, it is required to include similar provisions in each subcontract and review the SAM at <https://www.sam.gov>, to determine that the subcontractor is not on the debarred or suspended list.

10.9 Restrictions on Lobbying – Every Vendor who applies or bids for an award of \$100,000 or more shall file the certification of **Bid Form #9** required by 49 CFR Part 20, "New Restrictions on Lobbying." Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose the name of the registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on its behalf with non-Federal funds with respect to that Federal contract, grant or award covered by 31 U.S.C. § 1352. Such disclosures are forwarded from tier to tier up to the Division.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

10.10 Environmental Regulations – The Vendor agrees it will not use any violating facilities, will report the use of facilities placed on or likely to be placed on the U.S. EPA “List of Violating Facilities,” will report violations of use of prohibited facilities to the Division who will in turn report each violation to FTA and the appropriate EPA Regional Office and will comply with the inspection and other requirements issued pursuant to the Environmental Protection Agency (EPA regulations (40 CFR, Part 15), which prohibits the use under nonexempt federal contracts, grants or loans of facilities included on the EPA list of violating facilities.

10.11 Clean Air – The Vendor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7606 and other requirements of the Clean Air Act, as amended, 42 U.S.C. §§ 7401 – 7671q. The Vendor agrees to report each violation to the Division and understands and agrees that the Division will, in turn, report each violation as required to FTA and the appropriate EPA Regional Office.

The Vendor also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance by FTA.

10.12 Clean Water – The Vendor agrees to comply with all applicable standards, orders, or regulations issued pursuant to Section 508 of the Clean Water Act, as amended, 33 U.S.C. § 1368, and other provisions of the Clean Water Act, as amended, U.S.C. 33 §§ 1251 – 1377. The Vendor agrees to report each violation to the Division and understands and agrees that the Division will, in turn, report each violation as required to FTA and the appropriate EPA Regional Office.

The Vendor also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FTA.

10.13 Energy Conservation Requirements – The Vendor agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act.

10.14 Contract Work Hours and Safety Standards Act – The Vendor shall comply with Section 102 of the Contract Work Hours and Safety Standards Act (40 USC §§ 3701 *et seq.*, esp. § 3702) as supplemented by Department of Labor Regulations (29 CFR, § 5 & 29 CFR § 1926) as they involve the employment of mechanics and laborers.

- A. Overtime Requirements – No Vendor or subcontractor for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty (40) hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty (40) hours in such workweeks.
- B. Violation; Liability for Unpaid Wages; Liquidated Damages – In the event of any violation of the clause set forth in paragraph A of this section, the Vendor, and any subcontractor responsible therefore shall be liable for the unpaid wages.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

In addition, such Vendor and subcontractor shall be liable to the United States for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph A of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty (40) hours without payment of the overtime wages required by the clause set forth in paragraph A of this section.

- C. **Withholding for Unpaid Wages and Liquidated Damages** – The Division shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Vendor or subcontractor under any such contract or any other Federal contract with the same prime Vendor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime Vendor, such sums as may be determined to be necessary to satisfy any liabilities of such Vendor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph B of this section.
- D. **Subcontracts** – The Vendor or subcontractor shall insert in any subcontracts the clauses set forth in this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime Vendor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in this section.
- E. **Payrolls and Basic Records** – Payrolls and basic records relating thereto shall be maintained by the Vendor during the course of the work and preserved for a period of three (3) years thereafter for all laborers and mechanics working at the site of the work (or under the United States Housing Act of 1937, or under the Housing Act of 1949, in the construction or development of the project). Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in Section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made, and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR .5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in Section 1(b)(2)(B) of the Davis-Bacon Act, the Vendor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Vendors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of the training programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

10.15 Hold Harmless – The Vendor agrees to protect, defend, indemnify and hold the State of West Virginia, the Division, its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character in connection with or arising directly or indirectly out of this Contract and/or the performance hereof. Without limiting the generality of the foregoing, and all such claims, etc., relating to personal injury, infringement of any patent, trademark, copyright (or application for any thereof) or of any other tangible or intangible personal or property right, or actual or alleged violation of any applicable statute, ordinance, administrative order, rule or regulation, or decrees of any court, shall be included in the indemnity hereunder. The Vendor further agrees to investigate, handle, respond to, provide defense for, and defend any such claims, etc., at his/her sole expense and agrees to bear all other costs and expenses related thereto, even if such claim is groundless, false, or fraudulent.

10.16 Program Fraud and False or Fraudulent Statements and Related Acts

The Vendor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended 31 U.S.C. §§ 3801 *et seq.* and U.S. Department of Transportation regulations, “Program Fraud Civil Remedies,” 49 C.F.R. Part 31, apply to its actions pertaining to this Contract. Upon execution of the underlying contract, the Vendor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this Contract work is being performed. In addition to other penalties that may be applicable, the Vendor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Vendor to the extent the Federal Government deems appropriate.

The Vendor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307(n)(1) on the Vendor, to the extent the Federal Government deems appropriate.

The Vendor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

10.17 Incorporation of FTA Terms

The preceding provisions include, in part, certain Standard Terms and Conditions required by the U.S. Department of Transportation, whether or not expressly set forth in the preceding Contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1F, dated November 1, 2008, and are hereby incorporated by

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Contract. The Vendor shall not perform any act, fail to perform any act, or refuse to comply with any DPT requests which would cause DPT to be in violation of the FTA terms and conditions.

10.18 Access to Records

The Vendor agrees to permit DPT, the Secretary of the US DOT and the Comptroller General of the United States, or their authorized representatives, to inspect all Contract work, materials, payrolls and other data and records with regard to the Contract. The Vendor also agrees to permit an audit of the books, records, and accounts of the Vendor and its subcontractors.

10.19 Accessibility

Vendor agrees that any vehicles provided shall be in accordance with the 42 U.S.C. Sections 12101 *et seq.*, and US DOT regulations, "Transportation Services for Individuals with Disabilities Act (ADA)," 49 CFR Part 37; and Joint U.S. Architectural and Transportation Barriers Compliance Board (U.S. ATBCB) and U.S. DOT regulations, "Americans with Disabilities (ADA) Accessibility Specifications for Transportation Vehicles," 36 CFR Part 1192 and 49 CFR Part 38.

10.20 Air Pollution and Fuel Economy

Vendor is to ensure compliance with applicable Federal air pollution control and fuel economy regulations, such as EPA regulations, "Control of Air Pollution from Mobile Sources," 40 CFR Part 85; EPA regulations, "Control of Emissions from New and In-Use Vehicles," 40 CFR Part 86; and EPA regulations, "Fuel Economy and Greenhouse Gas Exhaust Emissions of Motor Vehicles" 40 CFR Part 600.

10.21 Bid Protest Procedures

- A. Vendors have the option of protesting certain decisions made by the Purchasing Division.
Please refer to the following link for Vendor Protest Procedures under Section 6.8.

<http://www.state.wv.us/admin/purchase/vrc/vpg/VendorProcurementGuide.pdf>

10.22 Appeals to the Federal Transit Administration (FTA)

Under the Federal Transit Administration's Circular 4220.1F, the Federal Transit Administration's (FTA's) appeals process for reviewing protests of a recipient's procurement decisions are:

- 1) Requirements for the Protester – The protester must:

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- a) Qualify as an “Interested Party” – Only an “interested party” qualifies for FTA review of its appeal. An “interested party” is a party that is an actual or prospective bidder or offeror whose direct economic interest would be affected by the award or failure to award the contract at issue.
 - i) Subcontractors – A subcontractor does not qualify as an “interested party” because it does not have a direct economic interest in the results of the procurement.
 - ii) Consortia//Joint Ventures/Partnerships/Teams – An established consortium, joint venture, partnership, or team that is an actual bidder or offeror and is acting in its entirety, would qualify as an “interested party” because it has a direct economic interest in the results of the procurement. An individual member of a consortium, joint venture, partnership, or team, acting solely in its individual capacity, does not qualify as an “interested party” because it does not have a direct economic interest in the results of the procurement.
 - iii) Associations or Organizations – An association or organization that does not perform contracts does not qualify as an “interested party” because it does not have a direct economic interest in the results of the procurement.
 - b) Exhaust Administrative Remedies – The protester must exhaust its administrative remedies by pursuing the WV Purchasing Division protest procedures to completion before appealing their decision to FTA.
 - c) Appeal Within Five (5) Days – The protester must deliver its appeal to the FTA Regional Administrator, Region III, 1760 Market Street, Suite 500, Philadelphia, PA, 19103-4124 within five (5) working days of the date when the protester has received actual or constructive notice of the WV Purchasing Division’s final decision. Likewise, the protester must provide its appeal to the same address within five (5) working days of the date when the protester has identified other grounds for appeal to FTA. For example, other grounds for appeal include the DPT’s failure to have or failure to comply with the WV Purchasing Division’s protest procedures or failure to review the protest.
- 2) Extent of FTA Review – FTA limits its reviews of protests to:
- a) Failure of DPT to have or adhere to WV Purchasing Division written bid protest procedures, or failure of DPT to review a complaint or protest.
 - b) Alleged violations on other grounds are under the jurisdiction of the appropriate State or local administrative authorities.
 - c) Alleged violations of a specific Federal Law or regulation that provides an applicable complaint procedure shall be submitted and processed in accordance with that Federal Law or regulation. See, e.g., Buy America Requirements, 49 C.F.R. Part 661 (Section 661.15); Participation by Minority Business Enterprise in Department of Transportation Programs, 49 C.F.R. Section 26.89.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

FTA will exercise discretionary jurisdiction over those appeals involving issues important to FTA's overall public transportation program. FTA will refer violations of Federal law for which it does not have primary jurisdiction to the Federal authority having proper jurisdiction.

- 3) FTA Determinations to Decline Protest Reviews – FTA's determination to decline jurisdiction over a protest does not mean that FTA approves of or agrees with WV Purchasing Division's decision or that FTA has determined the contract is eligible for Federal participation. FTA's determination means only that FTA does not consider the issues presented to be sufficiently important to FTA's overall program that FTA considers a review to be required.

11. ORDERING AND PAYMENT TO VENDOR

11.1 ORDERING:

11.1 Vendor shall accept orders by regular mail, facsimile, e-mail, or any other written forms of communication.

11.2 Payment When submitting invoices for payment to the Division of Multimodal Transportation Facilities - Public Transit, the Vendor shall be required to provide an original typed invoice. The following items shall appear on the invoice:

- 1) Vendor's Federal Employee Identification Number (FEIN)
- 2) Order number
- 3) Invoice should reflect the base vehicle cost and any applicable options with unit cost. **NOTE: Two invoices shall be submitted for each vehicle , one for 90% and one for 10%.**
- 4) Submit all invoices to:
**Division of Multimodal Transportation Facilities - Public Transit
Building 5, Room 650
1900 Kanawha Blvd., East
Charleston, West Virginia 25305**

11.2.1 Payment of 90% of the total cost shall be paid upon conditional acceptance of the vehicle(s).

11.2.2 Conditional acceptance of the vehicle(s) by the Division of Multimodal Transportation Facilities - Public Transit shall be made upon completion of inspection by the Division of Multimodal Transportation Facilities - Public Transit under Section 17 of this RFQ.

11.2.3 Under the conditional acceptance of the vehicle(s) provided, the Division of Public Transit shall retain 10% of the total cost per vehicle until all vehicles provided have been in actual service for thirty (30) days.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- 11.2.4** In the event any vehicle is found to be unacceptable during the thirty (30) day period of conditional acceptance, the Division of Multimodal Transportation Facilities - Public Transit shall furnish to the Vendor, in writing, a letter of non-acceptance detailing any and all deficiencies.
- 11.2.5** Final acceptance on each vehicle shall be made by the Division of Multimodal Transportation Facilities - Public Transit in writing upon completion of the period of conditional acceptance and/or after any and all deficiencies have been corrected.
- 11.2.6** Final acceptance shall be made on each individual vehicle provided. (Some vehicles may be accepted, while acceptance of others remains pending.)
- 11.2.7** Final acceptance of each vehicle shall be provided in writing by the Director of the Division of Multimodal Transportation Facilities - Public Transit or his/her authorized representative.
- 11.2.8** All warranties as described in this contract shall begin with the first day after the date of final acceptance of each vehicle. Vendor shall furnish Notification of Delayed Delivery Date of In-Transit Mileage Accumulation Forms for completion by the Division of Multimodal Transportation Facilities - Public Transit upon acceptance of the vehicle.
- 11.2.9** Prompt Payment – The prime Vendor agrees to pay each sub-contractor under this prime contract for satisfactory performance of its contract no later than fifteen (15) days from the receipt of each payment the prime Vendor receives from the Division of Multimodal Transportation Facilities - Public Transit. The Vendor agrees further to return retainage payments to each sub-contractor within fifteen (15) days after the sub-contractor's work is satisfactorily completed. Any delay of postponement of payment from the above referenced time frame may occur only for good cause following written approval from the Division of Multimodal Transportation Facilities - Public Transit. This clause applies to both DBE and non-DBE sub-contractors.

12. DELIVERY AND RETURN:

- 12.1 Delivery Time and Location:** Vendors shall specify approximate delivery dates when submitting bids. Delivery of the vehicle shall be completed within 150 days after receipt of executed contract documents. Vendor shall ship all orders in accordance with the above schedule and shall not hold orders until a minimum delivery quantity is met.
- 12.2 Late Delivery:** The Division must be notified in writing if delivery is delayed for any reason. The request for extension must be received by the Division of Multimodal Transportation Facilities - Public Transit no less than ten (10) days prior to the originally planned vehicle delivery date and must include detailed justification for the length of the time extension. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the delayed order, and/or obtaining the items ordered from a third party.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

Any Agency seeking to obtain items from a third party under this provision must first obtain approval of the Purchasing Division.

12.3 Delivery shall be FOB destination to:

The transit agency the vehicles was ordered for (specifics will be furnished by the DMTF-PT); or,

Kanawha Valley Regional Transit Authority (KRT)
1550 4th Avenue,
Charleston, WV 25324

Vendor must contact KRT 24 hours before delivery at 304-343-7594. Delivery will be accepted Monday through Friday, between 9 a.m. and 2 p.m. exclusive of State holidays. Any delay in delivery resulting from the common carriers' operations, accidents, or mechanical failures in route shall be construed as a cause beyond the Vendor's control. However, the Vendor shall have the responsibility of releasing the vehicle to the common carrier in time to reach the delivery site under normal delivery conditions.

12.4 In case the delivery of the complete vehicle shall be necessarily delayed because of strike, Injunction, civil disturbance, government controls, or by reason of any cause or circumstances beyond the control of the Vendor, as detailed in writing by the Vendor, the term of completion of delivery shall be extended by a number of days to be determined in each instance by mutual agreement of the DMTF – PT and Vendor.

12.5 If the vehicle is delivered over-the-road, a written report shall be submitted by the driver to the DMTF - PT listing all incidents and unusual vehicle performance during the trip. Should any service or repair be required during delivery, a comprehensive report shall be submitted to the Executive Director of the DMTF – PT describing nature of the service or repair and the cause.

12.6 Prior to acceptance, the Vendor shall have total risk of loss of the vehicle, including any damage sustained during the Vendor's driveway operation. Drivers shall keep a maintenance log enroute and it shall be delivered to the DMTF - PT with the vehicle.

13. ACCEPTANCE TESTS

13.1 Responsibility

Fully documented tests shall be conducted on each production vehicle following manufacture to determine its acceptance to the Division of Multimodal Transportation Facilities - Public Transit. These acceptance tests shall include predelivery inspections and testing by the Division of Multimodal Transportation Facilities - Public Transit after the vehicles have been delivered.

13.2 PreDelivery Tests

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

The Vendor shall conduct acceptance tests at its plant on each vehicle following completion of manufacture and before delivery to the Division of Multimodal Transportation Facilities - Public Transit. These predelivery tests shall include visual and measured inspections, as well as testing the total vehicle operation. The tests shall be documented. Additional tests may be conducted at the Vendor's discretion to ensure that the completed vehicles have attained the desired quality and have met the requirements of Section 3: Specifications. This additional testing shall be recorded on appropriate test forms provided by the Vendor.

The predelivery tests will be scheduled and conducted with sufficient notice so that they may be witnessed by the resident inspectors, who may accept or reject the results of the tests. The results of predelivery tests, and any other tests, will be filed with the assembly inspection records for each vehicle. The underfloor equipment will be made available for inspection by the resident inspectors, using a hoist. A scaffold, or elevated platform will be provided by the Vendors to inspect vehicle roofs easily and safely. Delivery of each vehicle will require written authorization of a resident inspector. Authorization forms for the release of each vehicle for delivery will be provided by the Vendor. An executed copy of the authorization will accompany the delivery of each vehicle.

13.3 Inspection Visual and Measured

Visual and measured inspections shall be conducted with the vehicle in a static condition. The purpose of the inspection testing is to verify overall dimensional and weight requirements, to verify that required components are included and are ready for operation, and to verify that components and subsystems that are designed to operate with the vehicle in a static condition do function as designed.

14 Total Vehicle Operation

Total vehicle operations shall be evaluated during road tests. The purpose of the road tests is to observe and verify the operation of the vehicle as a system and to verify the functional operation of the subsystem that can be operated only while the vehicle is in motion.

Each vehicle shall be driven for a minimum of 15 miles during the road tests. Observed defects shall be recorded on the test forms. The vehicle shall be retested when defects are corrected, and adjustments are made. This process shall continue until defects or required adjustments are no longer detected. Results shall be pass/fail for these vehicle operation tests.

- 15 Final Pre-Delivery Inspection:** Prior to delivery, all vehicles must be thoroughly inspected and serviced in compliance with the manufacturer's prescribed procedures which includes but is not limited to:

- a. Complete vehicle lubrication;
- b. Confirm oil level, fill crank case as needed, top off all fluids;

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- c. Adjust engine to proper operating condition;
- d. Verify tire pressure and correct as necessary;
- e. Check front end alignment or four-wheel alignment, perform alignment, and balance all tires;
- f. Wash/Clean interior and exterior of vehicle. Remove all unnecessary tags, stickers (including window stickers), papers, tags, etc.
- g. Upon delivery, the vehicles fuel tanks shall be full of fuel;
- h. Affix a valid West Virginia Inspection Sticker to the windshield. The vehicle must be inspected in the month delivered.
- i. No dealer insignia or other advertising shall be affixed to the vehicle or appear on any accessory such as mud flaps, bumpers, deck lids, etc. Vehicles delivered with such advertising will be rejected.
- j. Perform operational checks which will cover all controls, systems, and devices, doors, windows, accessories, and road testing of the completed vehicle. Vehicle shall be driven at various speeds; brakes tested for dependability, vehicle checked for rattles, squeaks and must be in compliance with pre-delivery inspection/servicing procedures and make adjustments, as necessary.

16 PostDelivery Tests

The DMTF - PT shall within fifteen (15) calendar days of notice from Vendor that vehicle is ready to be inspected for conditional acceptance, proceed with its inspection of vehicle for conditional acceptance. The Division of Multimodal Transportation Facilities - Public Transit will conduct acceptance tests on each delivered vehicle. The purpose of these tests is to identify defects that have become apparent between the time of vehicle release and delivery to the DMTF - PT. The postdelivery tests shall include visual inspection and vehicle operations. The road tests for total vehicle operation are similar to those conducted at the Vendor's plant. Operational deficiencies of each vehicle shall be identified and recorded.

Vehicles that fail to pass the postdelivery tests are subject to non-acceptance. The Division of Multimodal Transportation Facilities - Public Transit shall record details of all defects and shall notify the Vendor of non-acceptance of each vehicle within 5 days after completion of the tests.

- 17 Conditional Acceptance of Vehicle's** The vehicle shall undergo the Division of Public Transit's acceptance test. If the vehicle passes these tests, conditional acceptance of the vehicle by the Division of Public Transit occurs on the fifteenth day after delivery. Acceptance may occur earlier if the Division of Public Transit notifies the Vendor of early acceptance. If the vehicle fails these tests, it shall not be accepted until the repairs have been made.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

17.1 Repairs After Non-Acceptance

The DMTF - PT may require the Vendor, or its designated representative, to perform the repairs after non-acceptance or the work may be done by the Transit Authority or Recipient Agency's personnel with reimbursement by the Vendor.

17.1.1 Repairs by Vendor

If the Transit Authority or Recipient Agency requires the Vendor to perform repairs after non-acceptance of the vehicle, Vendor's representative must begin work within five (5) working days after receiving notifications from the DMTF - PT or transit agency of failure of acceptance tests. The Transit Authority or Recipient Agency shall make the vehicle available to complete repairs timely with the Vendor's repair schedule.

The Vendor shall provide, at its own expense, all spare parts, tools, and space required to complete the repairs. At the Transit Authority or Recipient Agency's option, the Vendor may be required to remove the vehicle from their property. The repair procedure must be diligently pursued by the Vendor's representatives and the Vendor shall assume risk of loss while the vehicle is under its control.

17.1.2 Repairs by Transit Authority or Recipient Agency

- a) Parts Used. If the Transit Authority or Recipient Agency decides to perform the repairs after non-acceptance of the vehicle, it shall correct or repair the defect and any related defects using Vendor specified parts available from its own stock or those supplied by the Vendor specifically for this repair.

Monthly, or at a period to be mutually agreed upon, reports of all repairs covered by this procedure shall be submitted by the Transit Authority or Recipient Agency to the Vendor for reimbursement or replacement of parts. The Vendor shall provide forms for these reports.

- b) Vendor Supplied Parts. If the Vendor supplies parts for repairs being performed by the Transit Authority or Recipient Agency, after non-acceptance of the vehicle, these parts shall be shipped prepaid to the Transit Authority or Recipient Agency from any source selected by the Vendor within ten (10) working days after receipt of the request for said parts, provided said parts are available for shipment.
- c) Return of Defective Components. The Vendor may request that parts covered by this provision be returned to the manufacturing plant. The total cost for this action shall be paid by the Vendor.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

- d) Reimbursement for Labor. The Transit Authority or Recipient Agency shall be reimbursed by the Vendor for labor. The amount shall be determined by multiplying the number of actual “man-hours” straight wage rate plus 53 percent fringe benefits, plus the cost of towing in the vehicle if such action was necessary. These wage and fringe benefit rates shall not exceed the rates in effect at the Transit Authority or Recipients Agency’s service garage at the time the defect correction is made.
 - e) Reimbursement for Parts. The Transit Authority or Recipient Agency shall be reimbursed by the Vendor for defective parts that must be replaced to correct the defect. The reimbursement shall include taxes where applicable and ten (10) percent handling cost.
- 17.1.3 Delivery Payment/Risk of Loss:** Standard order delivery shall be F.O.B. destination to the Agency’s designated location. Vendor shall include the cost of standard order delivery charges in its bid pricing/discount and is not permitted to charge the Agency separately for such delivery.

18. VENDOR DEFAULT:

- 18.1** The Following shall be considered a vendor default under this Contract.
- 18.1.1 Failure to provide Contract Items in accordance with the requirements contained herein.
 - 18.1.2 Failure to comply with other specifications and requirements contained herein.
 - 18.1.3 Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
 - 18.1.4 Failure to remedy deficient performance upon request.
- 18.2** The Following remedies shall be available to Agency upon default.
- 18.2.1 Immediate cancellation of the Contract.
 - 18.2.2 Immediate cancellation of one or more release orders issued under this Contract.
 - 18.2.3 Any other remedies available in law or equity.

20. MISCELLANEOUS:

- 19.1 No Substitutions:** Vendor shall supply only Vehicles as submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

19.2 Vendor Supply: Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.

19.3 Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Josh Whitt

Telephone Number: (614) 471-2877

Fax Number: (614) 471-8801

Email Address: josh@buyabus.net

19.4 NOTIFICATION OF FEDERAL PARTICIPATION

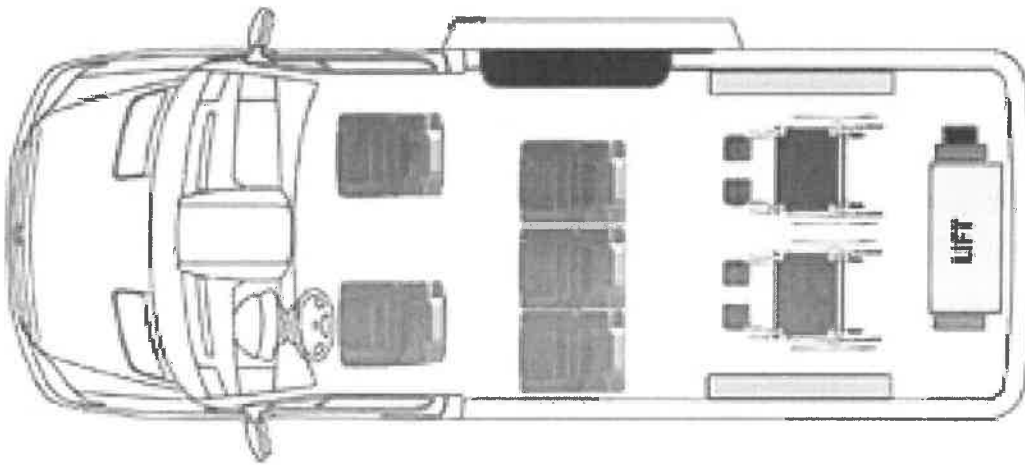
Federal funding for this project is being provided by the Federal Transit Administration through various CFDA grants for 80% of the project cost. CFDA grants will be specified after award.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

21. PROPOSED CAPACITY/FLOOR Plans

CLASS A

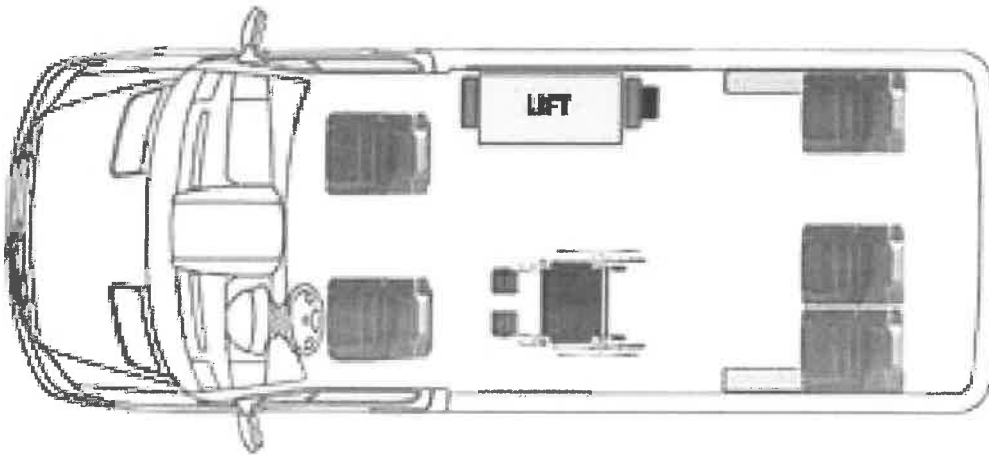
This Class will accommodate driver, four (4) ambulatory passengers and two (2) wheelchair slots on a 150 or equivalent chassis. The wheelchair lift will be a rear lift. (Floorplans are for illustrative purposes only and not exact descriptions of possible configurations.)



REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

CLASS B

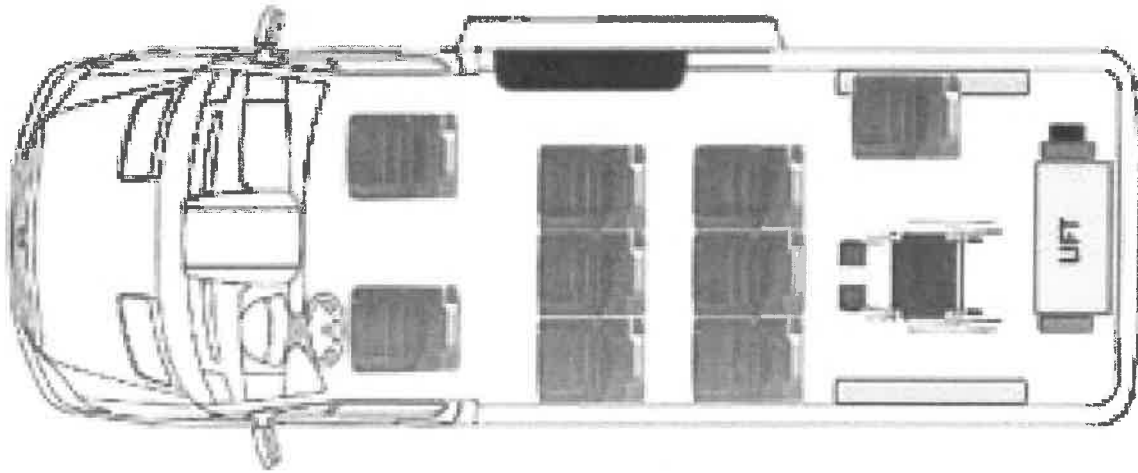
This Class will accommodate driver, four (4) ambulatory passengers and one wheelchair slot on a 150 or equivalent chassis. The wheelchair lift will be a sidelift. (Floorplans are for illustrative purposes only and not exact descriptions of possible configurations.)



REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

CLASS C

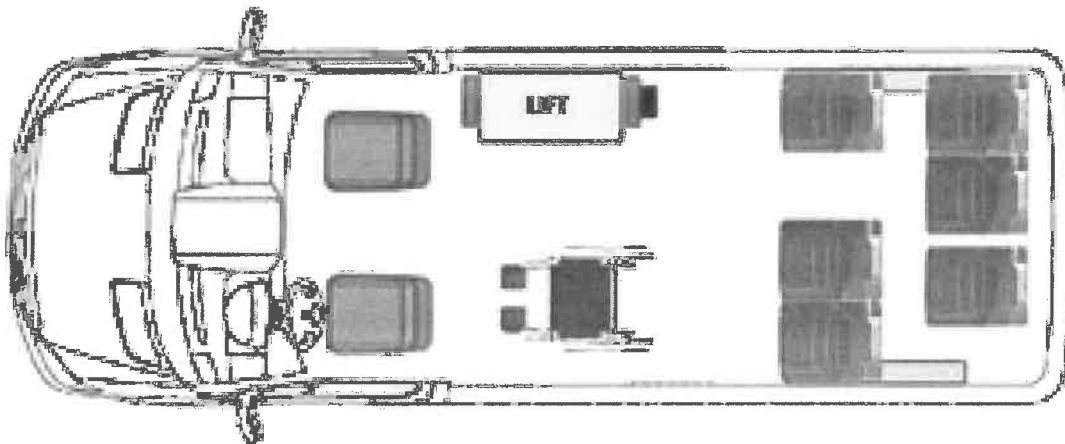
This Class will accommodate driver, eight (8) ambulatory passengers and one (1) wheelchair slots on a 250 or 350 chassis or equivalent. The wheelchair lift will be a rear lift. (Floorplans are for illustrative purposes only and not exact descriptions of possible configurations.)



REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

CLASS D

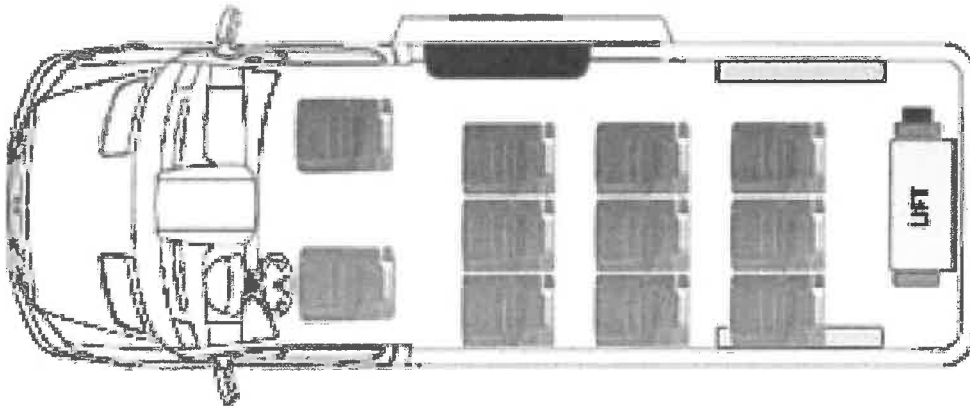
This Class will accommodate driver, seven (7) ambulatory passengers and one wheelchair slot on a 250 or 350 chassis or equivalent. The wheelchair lift will be a sidelift. (Floorplans are for illustrative purposes only and not exact descriptions of possible configurations.)



REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

CLASS E

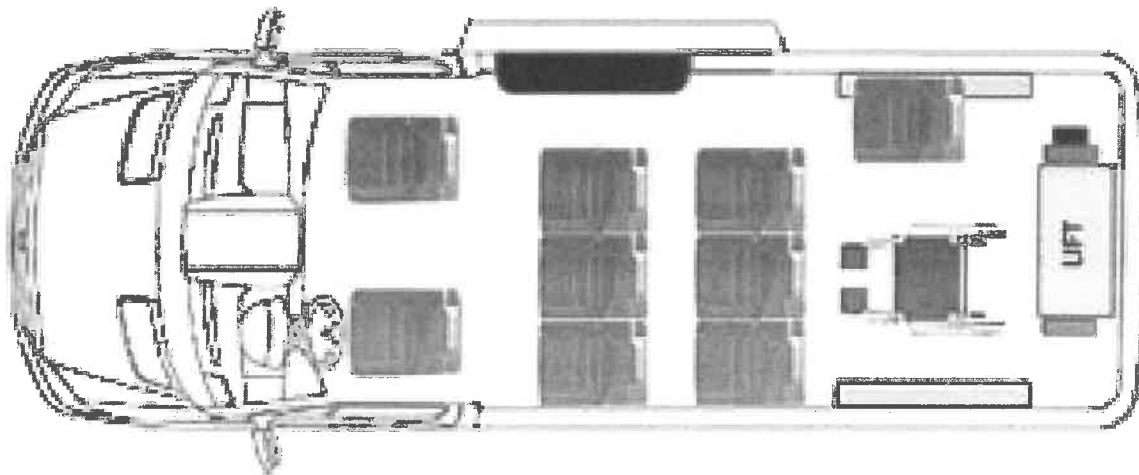
This Class will accommodate driver and ten (10 ambulatory passengers on a 250 or 350 chassis or equivalent. The wheelchair lift will be a rearlift. (Floorplans are for illustrative purposes only and not exact descriptions of possible configurations.)



REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

CLASS F

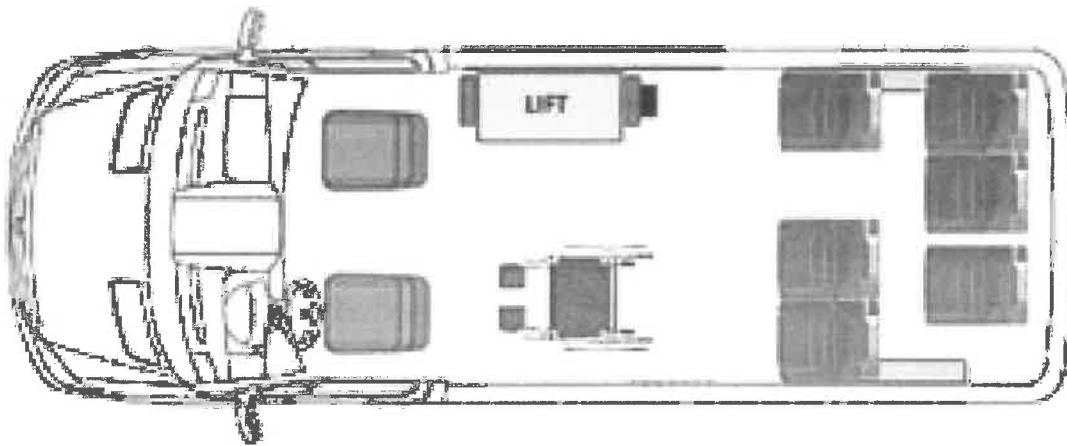
This Class will accommodate driver, eight (8) ambulatory passengers and one (1) wheelchair slots. The wheelchair lift will be a rear lift on a 250 or 350 chassis or equivalent. This vehicle will use an **OEM all-wheel drive**. (Floorplans are for illustrative purposes only and not exact descriptions of possible configurations.)



REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

CLASS G

This Class will accommodate driver, seven (7) ambulatory passengers and one wheelchair slot on a 250 or 350 chassis or equivalent . The wheelchair lift will be a sidelift. This vehicle will use an **OEM all-wheel drive**. (Floorplans are for illustrative purposes only and not exact descriptions of possible configurations.)



REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

CRFQ - Exhibit A PRICING PAGE				
Passenger Type Van Transit Vehicles				
VENDOR NAME:				
Manufacturer/ Brand:				
		Unit Price	Estimated	Extended
Class	Item Description	Per Vehicle	Quantity	Price
A	Van – 150 or equivalent chassis - driver, four passengers, two wheelchair spaces, rear lift.	\$0.00	10	\$0.00
B	Van – 150 or equivalent chassis - driver, four passengers, one wheelchair space, side lift	\$0.00	10	\$0.00
C	Van - 250-350 or equivalent chassis – driver, eight passengers, one wheelchair space, rear lift	\$0.00	12	\$0.00
D	Van - 250-350 or equivalent chassis – driver, seven passengers, one wheelchair space, side lift	\$0.00	12	\$0.00
E	Van - 250-350 or equivalent chassis – driver, ten passengers, rear lift.	\$0.00	5	\$0.00
F	Van - 250-350 or equivalent all-wheel drive chassis – driver, eight passengers, one wheelchair space, rear lift	\$0.00	10	\$0.00
G	<div style="display: flex; border: 1px solid black; padding: 2px;"> <div style="width: 30%;">Van - 250-350 or equivalent all-wheel drive chassis – driver, seven passengers, one wheelchair space, side lift</div> <div style="width: 30%;"></div> </div>	\$0.00	10	\$0.00
			TOTAL	\$0.00

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

<i>*Complete Form provided.</i>				
<i>*Please note these are only estimated quantities and do not reflect any guarantee of purchase.</i>				
<i>*The WV DMTF-PT may purchase more or less as needed.</i>				

22. REQUIRED BID FORMS

The following certifications shall be properly **completed and furnished** by the bidder as part of the bid.

A required documentation checklist has been provided for bidder's usage.

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

BID FORM #1

Location(s) of the Technical Service Representative(s) and parts distribution center(s) closest or in the State of West Virginia.

Location(s) of the technical service representative(s).

Name: Bus Service Incorporated

Address: 3153 Lamb Avenue

Columbus, OH 43219

Telephone: 877-696-2287

Name: Bus Service Incorporated

Address: 8120 Howe Industrial Pkwy

Canal Winchester, OH 43110

Telephone: (614) 833-0222

Location(s) of parts distribution center(s).

Name: Bus Service Incorporated

Address: 3153 Lamb Avenue

Columbus, OH 43219

Telephone: 877-696-2287

Name: Bus Service Incorporated

Address: 8120 Howe Industrial Pkwy

Canal Winchester, OH 43110

Telephone: (614) 833-0222

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

BID FORM #2

CERTIFICATION FOR AIR & WATER POLLUTION


The Vendor certifies that the vehicles proposed:

ARE ✓ in compliance with the regulations in 40 CFR Part 85, 40 CFR Part 86, 40 CFR Part 600, Clean Water Act and the air/water pollution criteria established by the Environmental Protection Agency of the United States Government.

ARE NOT _____ in compliance with the regulations in 40 CFR Part 85, 40 CFR Part 86, 40 CFR Part 600, Clean Water Act and the air/water pollution criteria established by the Environmental Protection Agency of the United States Government.

1/28/2025

Date



Authorized Signature

President

Title

Bus Service Incorporated

Company Name

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

BID FORM #3

**DISADVANTAGED BUSINESS ENTERPRISE
VENDORS/ MANUFACTURERS CERTIFICATION**

(Check appropriate statement)

_____ The Vendor, if a transit vehicle manufacturer, hereby certifies that it has complied with the requirements of 49 CFR Section 26.49 by submitting an annual DBE goal to the Federal Transit Administration (FTA). The goal has either been approved or not disapproved by FTA.

☒ The Vendor, if a nonmanufacturing supplier, hereby certifies that the manufacturer of the transit vehicle to be supplied has complied with the abovereferenced requirement of 49 CFR Section 26.49.

1/28/2025

Date


Authorized Signature

President

Title

Bus Service Incorporated

Company Name

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

BID FORM #4

**BUY AMERICA CERTIFICATION
ROLLING STOCK**

Certificate of Compliance

The bidder or offeror hereby certifies that it will comply with the requirements of section 165(b) (3), of the Surface Transportation Assistance Act of 1982, as amended, and the applicable regulations of 49 CFR 661.11:

1/28/2025
Date

Authorized Signature
Bus Service Incorporated
Company Name
Josh Whitt
Name
President
Title

Certificate for NonCompliance

The bidder or offeror hereby certifies that it cannot comply with the requirements of section 165(b) (3) of the Surface Transportation Assistance Act of 1982, as amended, but may qualify for an exception to the requirement consistent with section 165(b) (2) or (b) (4) of the Surface Transportation Assistance Act, as amended, and the applicable regulations in 49 CFR 661.7.

Date

Authorized Signature

Company Name

Name

Title

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle


BID FORM #5

**FEDERAL MOTOR VEHICLE
SAFETY STANDARDS CERTIFICATION**

The vendor hereby certifies that it shall submit, as required by Title 49 of the CFR, Part 663 Subpart D, it's selfcertification information stating that the vehicle(s) will comply with the relevant Federal Motor Vehicle Safety Standards issued by the National Highway Traffic Safety Administration in Title 49 of the Code of Federal Regulations, Part 571.

1/28/2025

Date


Authorized Signature

President

Title

Bus Service Incorporated

Company Name

BID FORM #6
U.S. Comptroller's Debarment List Certification

IS or

1/28/2025

Date _____

Authorized Signature

President

Title

Bus Service Incorporated

Company Name

REQUEST FOR QUOTATION
Passenger Type Van Transit Vehicle

BID FORM #7

**CERTIFICATION OF PRIMARY PARTICIPANT REGARDING
DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

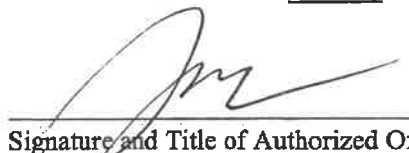
The Primary Participant (applicant for an FTA grant or cooperative agreement, or potential contractor for a major third-party contract),

Bus Service Incorporated (COMPANY NAME) certifies to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
2. Have not within a threeyear period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a threeyear period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

If the primary participant (applicant for an FTA grant, or cooperative agreement, or potential third-party contractor) is unable to certify to any of the statements in this certification, the participant shall attach an explanation to this certification.)

THE PRIMARY PARTICIPANT (APPLICANT FOR AN FTA GRANT OR COOPERATIVE AGREEMENT, OR POTENTIAL CONTRACTOR FOR A MAJOR THIRD-PARTY CONTRACT),
Bus Service Incorporated, CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 31 U.S.C. SECTIONS 3801 ET SEQ. ARE APPLICABLE THERETO.



Signature and Title of Authorized Official

REQUEST FOR QUOTATION
<30' Length Cutaway Bus

BID FORM #8

***VENDOR'S CERTIFICATION OF
UNDERSTANDING AND ACCEPTANCE***

The Vendor hereby certifies that all Technical Specifications and Contract Terms and Conditions have been carefully reviewed, are fully understood, and shall be adhered to in performance and completion of any contract resulting from this bid.

1/28/2025

Date

Authorized Signature

President

Title

Bus Service Incorporated

Company Name

SPECIFICATION COMPLIANCE

NOTE: Please check if what is offered is in exact compliance with specifications. Any discrepancies required be listed as an attachment to the bid proposal. Exact dimensions and/or descriptions must be provided as a part of the Vendor's bid proposal when submitted.

☒

Bid proposal submitted meets and/or exceeds all specification requirements.

☐

Bid proposal submitted contains deviations from specification requirements. Detailed descriptions of these deviations have been provided with this bid proposal.

REQUEST FOR QUOTATION

<30' Length Cutaway Bus

BID FORM #9

CERTIFICATION OF RESTRICTIONS ON LOBBYING

The undersigned (Vendor, Contractor) certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influence or attempt to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress regarding the award of a Federal grant, loan (including a line of credit), cooperative agreement, loan guarantee, or loan insurance, or the extension, continuation, renewal, amendment, or modification of any Federal grant, loan (including a line of credit), cooperative agreement, loan guarantee, or loan insurance.
2. If any funds other than Federal appropriated funds have been or will be paid to any person to influence or attempt to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with any application for a Federal grant, loan (including a line of credit), cooperative agreement, loan guarantee, or loan insurance, the undersigned assures that it will complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," Rev. 7-97; and
3. The undersigned understands that the language of this certification shall be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, sub agreements, and contracts under grants, loans (including a line of credit), cooperative agreements, loan guarantees, and loan insurance.

Undersigned understands that this certification is a material representation of fact upon which reliance is placed by the Federal government and that submission of this certification is a prerequisite for providing a Federal grant, loan (including a line of credit), cooperative agreement, loan guarantee, or loan insurance for a transaction covered by 31 U.S.C. 1352. The undersigned also understands that any person who fails to file a required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The (Vendor, Contractor) Bus Service Incorporated, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the (Vendor, Contractor) understands and agrees that the provisions of 31 U.S.C. §§ 3801, et seq., apply to this certification and disclosure.

1/28/2025

Date


Authorized Signature

President

Title

REQUEST FOR QUOTATION
<30' Length Cutaway Bus

BID FORM #10

REQUIRED BID DOCUMENTATION CHECKLIST

Model Year: 2025 Model: Transit

Bid Forms

- ☒ Bid Form #1: Locations of Technical Service Representatives and Parts Distribution Centers
- ☒ Bid Form #2: Certification for Air & Water Pollution
- ☒ Bid Form #3: Disadvantaged Business Enterprise Vendors/Manufacturers Certification
- ☒ Bid Form #4: Buy America Certification Rolling Stock
- ☒ Bid Form #5: Federal Motor Vehicle Safety Standards Certification
- ☒ Bid Form #6: U.S. Comptroller's Debarment List Certification
- ☒ Bid Form #7: Certification of Primary Participant Regarding
Debarment, Suspension, and Other Responsibility Matters
- ☒ Bid Form #8: Vendor's Certification of Understanding and Acceptance
- ☒ Bid Form #9: Certification of Restrictions on Lobbying
- ☒ Exhibit A Pricing Page

REQUEST FOR QUOTATION
<30' Length Cutaway Bus

Appendix B: Federal Clauses

FEDERAL CLAUSES

(where applicable)

1. No Government Obligation to Third Parties

a. DMTF-PT and CONTRACTOR acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to DMTF-PT, CONTRACTOR, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

b. The CONTRACTOR agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA.

It is further agreed that the clause shall not be modified, except to identify the SUBCONTRACTOR who will be subject to its provisions.

2. Program Fraud and False or Fraudulent Statements or Related Acts.

a. The CONTRACTOR acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 et seq .

and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the CONTRACTOR certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or

causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to

other penalties that may be applicable, the CONTRACTOR further acknowledges that if it makes, or causes to be made, a false, fictitious, or

fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil

Remedies Act of 1986 on the CONTRACTOR to the extent the Federal Government deems appropriate.

b. The CONTRACTOR also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or

certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally

awarded by FTA under the authority of 49 U.S.C. Chapter 53, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49

U.S.C. § 5323(l) or other applicable federal law on the CONTRACTOR, to the extent the Federal Government deems appropriate.

c. The CONTRACTOR agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by

FTA. It is further agreed that the clauses shall not be modified, except to identify the SUBCONTRACTOR who will be subject to the provisions.

REQUEST FOR QUOTATION
<30' Length Cutaway Bus

3. Access to Records

The CONTRACTOR agrees to provide DMTF-PT, the FTA Administrator, the Comptroller General of the United States or any of their authorized representatives' access to any books, documents, papers, and records of the CONTRACTOR which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions. The CONTRACTOR agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed. In accordance with 2 CFR 200.333, the CONTRACTOR agrees to maintain all books, records, accounts, and reports required under this contract for a period of not less than three years after the date of termination or expiration of this contract except in the event of litigation or settlement of claims arising from the performance of this Contract, in which case records shall be maintained until the disposition of all such litigation, appeals, claims or exceptions related thereto.

4. Federal Changes

The CONTRACTOR shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Department of Transportation, Federal Transit Administration, Master Agreement between Purchaser and FTA, as they may be amended or promulgated from time to time during the term of this contract. The CONTRACTOR's failure to so comply shall constitute a material breach of this contract.

5. Civil Rights

The following requirements apply to the underlying contract:

- a. Nondiscrimination - In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the CONTRACTOR agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the CONTRACTOR agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.
- b. Equal Employment Opportunity - The following equal employment opportunity requirements apply to the underlying contract:
 - (i) Race, Color, Creed, National Origin, Sex - In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the CONTRACTOR agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41

REQUEST FOR QUOTATION

<30' Length Cutaway Bus

C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No.

11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project.

The CONTRACTOR agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff, or termination; rates of pay or other forms of compensation; and

selection for training, including apprenticeship. In addition, the CONTRACTOR agrees to comply with any implementing requirements FTA may issue.

(ii) Age - In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § 623 and Federal transit law at

49 U.S.C. § 5332, the CONTRACTOR agrees to refrain from discrimination against present and prospective age. In addition, the CONTRACTOR agrees to comply with any implementing requirements FTA may issue.

(iii) Disabilities - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the CONTRACTOR agrees

that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment

Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the CONTRACTOR agrees to comply with any implementing requirements FTA may issue.

c. The CONTRACTOR also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by

FTA, modified only if necessary to identify the affected parties.

6. Disadvantaged Business Enterprises

a. It is the policy of the Department of Transportation and DMTF-PT that Disadvantaged Business Enterprises (DBEs) as defined in 49 C.F.R. part 26

shall have the maximum opportunity to participate in the performance of contracts financed in whole or part with federal funds under this contract.

Consequently, the DBE requirement of 49 C.F.R. applies to this contract.

b. The CONTRACTOR or subcontractor shall not discriminate on the basis of race, color, natural origin, or sex in the performance of this contract.

The CONTRACTOR shall carry out applicable requirements of 49 C.F.R. Part 26 in the award and administration of DOT assisted contracts. Failure

REQUEST FOR QUOTATION
<30' Length Cutaway Bus

by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such

other remedy as the recipient deems appropriate.

c. DBEs will be encouraged and afforded full opportunity to actively solicit information concerning this project and to submit bids and or proposals.

7. Incorporation of FTA Terms

The preceding provisions include, in part, certain Standard Terms and Conditions required by U.S. DOT, whether or not expressly set forth in the

preceding contract provisions. All contractual provisions required by U.S. DOT, as set forth in FTA Circular 4220, 2 CFR 200.318, and subsequent

revisions are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA-mandated terms shall be deemed to control

in the event of a conflict with other provisions contained in this Agreement. The CONTRACTOR shall not perform any act, fail to perform any act,

or refuse to comply with any DMTF-PT request, which would cause DMTF-PT to be in violation of the FTA terms and conditions.

8. Energy Conservation

The CONTRACTOR agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy

conservation plan issued in compliance with the Energy Policy and Conservation Act, 42 U.S.C. §§ 6321 et seq.

9. Termination

a. Termination for Convenience: DMTF-PT may terminate this contract, in whole or in part, at any time by written notice to the CONTRACTOR. The

CONTRACTOR shall be paid its costs, including contract closeout costs, and profit on work performed up to the time of termination. The

CONTRACTOR shall promptly submit its termination claim to DMTF-PT to be paid. If the

CONTRACTOR has any property in its possession

belonging to DMTF-PT, the CONTRACTOR will account for the same, and dispose of it in the manner DMTF-PT directs.

b. Termination for Cause: If the CONTRACTOR does not deliver supplies in accordance with the contract delivery schedule, or, if the contract is for

services, the CONTRACTOR fails to perform in the manner called for in the contract, or if the CONTRACTOR fails to comply with any other

provisions of the contract, DMTF-PT may terminate this contract for default. Termination shall be effected by serving a notice of termination on the

CONTRACTOR setting forth the manner in which the CONTRACTOR is in default. The

CONTRACTOR will only be paid the contract price for

supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract. If it is later determined

by DMTF-PT that the CONTRACTOR had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or

REQUEST FOR QUOTATION
<30' Length Cutaway Bus

beyond the control of the CONTRACTOR, DMTF-PT, after setting up a new delivery of performance schedule, may allow the CONTRACTOR to

continue work, or treat the termination as a termination for convenience.

c. Opportunity to Cure: DMTF-PT in its sole discretion may, in the case of a termination for breach or default, allow the CONTRACTOR ten (10)

business days in which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other

appropriate conditions

If the CONTRACTOR fails to remedy to DMTF-PT's satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract

within ten (10) days after receipt by the CONTRACTOR of written notice from DMTF-PT setting forth the nature of said breach or default, DMTF-PT

shall have the right to terminate the Contract without any further obligation to the CONTRACTOR. Any such termination for default shall not in any

way operate to preclude DMTF-PT from also pursuing all available remedies against Contractor and its sureties for said breach or default.

10. Governmentwide Debarment and Suspension

By signing and submitting its bid or proposal, the offeror certifies as follows:

The certification in this clause is a material representation of fact relied upon by DMTF-PT. If it is later determined that the bidder or offeror knowingly

rendered an erroneous certification, in addition to remedies available to DMTF-PT, the Federal Government may pursue available remedies, including

but not limited to suspension and/or debarment. The bidder or offeror agrees to comply with the requirements of 49 CFR 29, Subpart C while this

offer is valid and throughout the period of any contract that may arise from this offer.

The bidder or offeror further agrees to include a provision requiring such compliance in its lower tier covered transactions.

11. Notification Related to Fraud, Waste, Abuse, or Other Legal Matters

If a current or prospective legal matter that may affect the Federal Government emerges, the CONTRACTOR must promptly notify DMTF-PT so that

it can notify the Federal Government. The types of legal matters that require notification include, but are not limited to, a major dispute, breach,

default, litigation, or naming the Federal Government as a party to litigation or a legal disagreement in any forum for any reason. Matters that may

affect the Federal Government include, but are not limited to, the Federal Government's interests in the Award, the accompanying Underlying

Agreement, and any Amendments thereto, or the Federal Government's administration or enforcement of federal laws, regulations, and requirements.

The CONTRACTOR agrees to include a similar notification requirement in subcontracts exceeding \$25,000 financed in whole or in part with federal

REQUEST FOR QUOTATION

<30' Length Cutaway Bus

assistance provided by FTA and must require each subcontractor to include an equivalent provision in its federally assisted subcontracts exceeding \$25,000.

12. Lobbying Restrictions

The CONTRACTOR agrees to:

- a. Refrain from using Federal assistance funds to support lobbying,
- b. Comply and assure the compliance of each SUBCONTRACTOR at any tier, with U.S. DOT regulations, "New Restrictions on Lobbying," 49 C.F.R. Part 20, modified as necessary by 31 U.S.C. § 1352.
- c. Comply with Federal statutory provisions to the extent applicable prohibiting the use of Federal assistance funds for activities designed to influence Congress or a State legislature on legislation or appropriations, except through proper, official channels.

13. Buy America

The CONTRACTOR agrees to comply with 49 U.S.C. 5323(j), 49 C.F.R. part 661, Pub. L. No. 117-58, and Pub. L. No. 117-58, §§ 70901-52 which

provide that Federal funds may not be obligated unless all steel, iron, and manufactured products or construction materials used in FTA funded

projects are produced in the United States unless a waiver has been granted by FTA or the product is subject to a general waiver.. General waivers are

listed in 49 C.F.R. §661.7, and includes microcomputer equipment, software, and small purchases (currently less than \$150,000) made with capital,

operating, or planning funds. Separate requirements for rolling stock are set out at 49 U.S.C.

5323(j)(2)(C) and 49 C.F.R. 661.11. Rolling stock must be

assembled in the United States and have a 70 percent domestic content.

A bidder or offeror must submit to the FTA recipient the appropriate Buy America certification with all bids or offers on FTA-funded contracts,

except those subject to a general waiver. Bids or offers that are not accompanied by a completed Buy America certification must be rejected as

nonresponsive. This requirement does not apply to lower tier subcontractors.

14. Clean Air

a. The CONTRACTOR agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42

U.S.C. §§ 7401 through 7671q. The Contractor agrees to report each violation to the Purchaser and understands and agrees that the Purchaser will, in

turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.

b. The CONTRACTOR also agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal

assistance provided by FTA.

15. Clean Water

a. The CONTRACTOR agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Water Act, as amended, 33

REQUEST FOR QUOTATION
<30' Length Cutaway Bus

U.S.C. §§1251 through 1377. The Contractor agrees to report each violation to the Purchaser and understands and agrees that the Purchaser will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.

b. The CONTRACTOR also agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FTA.

16. Breaches and Disputes

a. Disputes - Disputes arising in the performance of this Contract which are not resolved by agreement of the parties shall be decided in writing by the authorized representative of DMTF-PT. This decision shall be final and conclusive unless within ten (10) days from the date of receipt of its copy, the CONTRACTOR mails or otherwise furnishes a written appeal to DMTF-PT. In connection with any such appeal, the CONTRACTOR shall be afforded an opportunity to be heard and to offer evidence in support of its position. The decision of DMTF-PT shall be binding upon the CONTRACTOR and the CONTRACTOR shall abide by the decision.

b. Performance During Dispute - Unless otherwise directed by DMTF-PT, CONTRACTOR shall continue performance under this Contract while matters in dispute are being resolved.

c. Claims for Damages - Should either party to the Contract suffer injury or damage to person or property because of any act or omission of the party or of any of his employees, agents, or others for whose acts he is legally liable, a claim for damages therefore shall be made in writing to such other party within a reasonable time after the first observance of such injury or damage.

d. Remedies - Unless this contract provides otherwise, all claims, counterclaims, disputes, and other matters in question between DMTF-PT and the CONTRACTOR arising out of or relating to this agreement or its breach will be decided by arbitration if the parties mutually agree, or in a court of competent jurisdiction within the State of West Virginia.

e. Rights and Remedies - The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights, and remedies otherwise imposed or available by law. No action or failure to act by DMTF-PT, Architect or CONTRACTOR shall constitute a waiver of any right or duty afforded any of them under the Contract, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

17. Cargo Preference - Use of United States- Flag Vessels

To the extent applicable, the contractor agrees to comply with 46 U.S.C. §55305 and 46 C.F.R. Part 381 which includes, but is not limited to:

REQUEST FOR QUOTATION

<30' Length Cutaway Bus

- a. to use privately owned United States-Flag commercial vessels to ship at least 50 percent of the gross tonnage (computed separately for dry bulk carriers, dry cargo liners, and tankers) involved, whenever shipping any equipment, material, or commodities pursuant to the underlying contract to the extent such vessels are available at fair and reasonable rates for United States-Flag commercial vessels;
- b. to furnish within 20 working days following the date of loading for shipments originating within the United States or within 30 working days following the date of leading for shipments originating outside the United States, a legible copy of a rated, "on-board" commercial ocean bill-of-lading in English for each shipment of cargo described in the preceding paragraph to the Division of National Cargo, Office of Market Development, Maritime Administration, Washington, DC 20590 and to the FTA recipient (through the contractor in the case of a subcontractor's bill-of-lading.)
- c. to include these requirements in all subcontracts issued pursuant to this contract when the subcontract may involve the transport of equipment, material, or commodities by ocean vessel.

18. Davis-Bacon and Copeland Anti-Kickback Acts

The CONTRACTOR agrees to comply and assure compliance of each third party contractor and each subcontractor at any tier of the project with the following Federal laws and regulations providing protections for their employees:

- a. Minimum wages - (i) All laborers and mechanics employed or working upon the site of the work (or under the United States Housing Act of 1937 or under the Housing Act of 1949 in the construction or development of the project), will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 C.F.R. part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics.
- Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph (1)(iv) of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill,

REQUEST FOR QUOTATION

<30' Length Cutaway Bus

except as provided in 29 C.F.R. Part 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: Provided, that the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classifications and wage rates conformed under paragraph (1)(ii) of this section) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site

of the work in a prominent and accessible place where it can be easily seen by the workers.

(ii)(A) The contracting officer shall require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and

which is to be employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an

additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

(1) Except with respect to helpers as defined as 29 C.F.R. 5.2(n)(4), the work to be performed by the classification requested is not performed by a

classification in the wage determination; and

(2) The classification is utilized in the area by the construction industry; and

(3) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination; and

(4) With respect to helpers as defined in 29 C.F.R. 5.2(n)(4), such a classification prevails in the area in which the work is performed.

(B) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting

officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken

shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department

of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional

classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(C) In the event the contractor, the laborers, or mechanics to be employed in the classification or their representatives, and the contracting officer do

not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer

shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Administrator for

REQUEST FOR QUOTATION

<30' Length Cutaway Bus

determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting

officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(D) The wage rate (including fringe benefits where appropriate) determined pursuant to paragraphs

(a)(1)(ii) (B) or (C) of this section, shall be paid to

all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

(iii) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed

as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an

hourly cash equivalent thereof.

(iv) If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or

mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, provided, that the Secretary

of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of

Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

(v)(A) The contracting officer shall require that any class of laborers or mechanics which is not listed in the wage determination and which is to be

employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional

classification and wage rate and fringe benefits therefore only when the following criteria have been met:

(1) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

(2) The classification is utilized in the area by the construction industry; and

(3) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage

determination.

(B) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting

officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken

shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, Washington, DC

20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of

receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

REQUEST FOR QUOTATION

<30' Length Cutaway Bus

(C) In the event the contractor, the laborers, or mechanics to be employed in the classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination with 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(D) The wage rate (including fringe benefits where appropriate) determined pursuant to paragraphs (a)(1)(v) (B) or (C) of this section, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

b. Withholding - DMTF-PT shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld from the contractor under this contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work (or under the United States Housing Act of 1937 or under the Housing Act of 1949 in the construction or development of the project), all or part of the wages required by the contract, MOVTA may, after written notice to the contractor, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

c. Payrolls and basic records - (i) Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work (or under the United States Housing Act of 1937, or under the Housing Act of 1949, in the construction or development of the project). Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs

anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act, daily and

REQUEST FOR QUOTATION

<30' Length Cutaway Bus

weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 C.F.R. 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

(ii)(A) The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to DMTF-PT for transmission to the Federal Transit Administration. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under section 5.5(a)(3)(i) of Regulations, 29 C.F.R. part 5. This information may be submitted in any form desired. Optional Form WH-347 is available for this purpose and may be purchased from the Superintendent of Documents (Federal Stock Number 029-005-00014-1), U.S. Government Printing Office, Washington, DC 20402. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors.

(B) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

(1) That the payroll for the payroll period contains the information required to be maintained under section 5.5(a)(3)(i) of Regulations, 29 C.F.R. part 5 and that such information is correct and complete;

(2) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations, 29 C.F.R. Part 3;

(3) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(C) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement

REQUEST FOR QUOTATION
<30' Length Cutaway Bus

for submission of the "Statement of Compliance" required by paragraph (a)(3)(ii)(B) of this section.

(D) The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under section 1001

of title 18 and section 231 of Title 31 of the United States Code.

(iii) The contractor or subcontractor shall make the records required under paragraph (a)(3)(i) of this section available for inspection, copying, or

transcription by authorized representatives of the Federal Transit Administration or the Department of Labor, and shall permit such representatives to

interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them

available, the Federal agency may, after written notice to the contractor, sponsor, applicant, or owner, take such action as may be necessary to cause the

suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such

records available may be grounds for debarment action pursuant to 29 C.F.R. 5.12.

d. Apprentices and trainees - (i) Apprentices - Apprentices will be permitted to work at less than the predetermined rate for the work they

performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department

of Labor, Employment and Training Administration, Bureau of Apprenticeship and Training, or with a State Apprenticeship Agency recognized by the

Bureau, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is

not individually registered in the program, but who has been certified by the Bureau of Apprenticeship and Training or a State Apprenticeship Agency

(where appropriate) to be eligible for probationary employment as an apprentice. The allowable ratio of apprentices to journeymen on the job site in

any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any

worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the

applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the

job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for

the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered,

the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program

shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress,

REQUEST FOR QUOTATION

<30' Length Cutaway Bus

expressed as a percentage of the journeymen hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator of the Wage and Hour Division of the U.S. Department of Labor determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event the Bureau of Apprenticeship and Training, or a State Apprenticeship Agency recognized by the Bureau, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(ii) Trainees - Except as provided in 29 C.F.R. 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention

fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate that is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

REQUEST FOR QUOTATION
<30' Length Cutaway Bus

(iii) Equal employment opportunity - The utilization of apprentices, trainees and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 C.F.R. Part 30.

e. Compliance with Copeland Act requirements - The contractor shall comply with the requirements of 29 C.F.R. Part 3, which are incorporated by reference in this contract.

f. Subcontracts - The contractor or subcontractor shall insert in any subcontracts the clauses contained in 29 C.F.R. 5.5(a)(1) through (10) and such other clauses as the Federal Transit Administration may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in 29 C.F.R. 5.5.

g. Contract termination: debarment - A breach of the contract clauses in 29 C.F.R. 5.5 may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 C.F.R. 5.12.

h. Compliance with Davis-Bacon and Related Act requirements - All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 C.F.R. parts 1, 3, and 5 are herein incorporated by reference in this contract.

i. Disputes concerning labor standards - Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 C.F.R. Parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

j. Certification of eligibility - (i) By entering into this contract, the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 C.F.R. 5.12(a)(1).

(ii) No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 C.F.R. 5.12(a)(1).

(iii) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

19. Contract Work Hours and Safety Standards Act
The CONTRACTOR agrees to comply with and assure compliance by subcontractors and other project participants for construction employees with the Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. §§ 3701 et seq., specifically the wage and hour requirements of section 102 of that Act at 40 U.S.C. § 3702, and implementing U.S. DOL regulations, "Labor Standards Provisions Applicable to Contracts Governing Federally

REQUEST FOR QUOTATION

<30' Length Cutaway Bus

Financed and Assisted Construction (also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and safety Standards Act),” 29 C.F.R. Part 5; and the safety requirements of section 107 of that Act at 40 U.S.C. § 3704, and implementing U.S. DOL regulations, “Safety and Health Regulations for Construction,” 29 C.F.R. Part 1926. The CONTRACTOR further agrees to comply with and assure compliance by other project participants for nonconstruction employees with the Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. §§ 3701 et seq., in particular with the wage and hour requirements of section 102 of that Act at 40 U.S.C. § 3702, and with implementing U.S. DOL regulations, “Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction (also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and safety Standards Act),” 29 C.F.R. Part 5.

20. Bonding Requirements

Bid Bond Requirements

Bid Bond will be five (5) percent of the bid price and must be issued by a fully qualified surety company acceptable to DMTF-PT and listed as a company currently authorized under 31 C.F.R., Part 223 as possessing a Certificate of Authority as described thereunder.

In submitting this Bid, it is understood and agreed by bidder that the right is reserved by DMTF-PT to reject any and all bids, or part of any bid, and it is agreed that the Bid may not be withdrawn for a period of [ninety (90)] days subsequent to the opening of bids, without the written consent of DMTF-PT.

It is also understood and agreed that if the undersigned bidder should withdraw any part or all of his bid within [ninety (90)] days after the bid opening without the written consent of DMTF-PT, shall refuse or be unable to enter into this Contract, as provided above, or refuse or be unable to furnish adequate and acceptable Performance Bonds and Labor and Material Payments Bonds, or refuse or be unable to furnish adequate and acceptable insurance, he shall forfeit his bid security to the extent of DMTF-PT damages occasioned by such withdrawal, or refusal, or inability to enter into an agreement, or provide adequate security therefor.

It is further understood and agreed that to the extent the defaulting bidder’s Bid Bond, Certified Check, Cashier’s Check, Treasurer’s Check, and/or Official Bank Check (excluding any income generated thereby which has been retained by DMTF-PT as provided in [Item x "Bid Security" of the Instructions to Bidders]) shall prove inadequate to fully recompense DMTF-PT for the damages occasioned by default, then the undersigned bidder

REQUEST FOR QUOTATION
<30' Length Cutaway Bus

agrees to indemnify DMTF-PT and pay over to DMTF-PT the difference between the bid security and DMTF-PT's total damages, so as to make DMTF-PT whole. The undersigned understands that any material alteration of any of the above or any of the material contained on this form, other than that requested, will render the bid unresponsive.

Performance Bonds

1. The penal amount of performance bonds shall be 100 percent of the original contract price, unless DMTF-PT determines that a lesser amount would be adequate for the protection of DMTF-PT.
2. DMTF-PT may require additional performance bond protection when a contract price is increased. The increase in protection shall generally equal 100 percent of the increase in contract price. DMTF-PT may secure additional protection by directing the Contractor to increase the penal amount of the existing bond or to obtain an additional bond.

Payment Bonds

A payment bond of 100 percent of the original contract price unless DMTF-PT determines that a lesser amount would be adequate for the protection of DMTF-PT.

21. Veterans Preference

As provided in 49 U.S.C. § 5325(k), to the extent practicable, the contractor agrees and assures that it and its subcontractors will give a hiring preference to veterans, as defined in 5 U.S.C. § 2108, who have the skills and abilities required to perform construction work required under the contract.

This does not require the contractor to give a preference to any veteran over any equally qualified applicant who is a member of any racial or ethnic minority, female, an individual with a disability, or a former employee.

22. Seismic Safety

The CONTRACTOR agrees that they will comply with 42 U.S.C. § 7701 et seq. in accordance with Executive Order No. 12699 as well as with the standards for Seismic Safety required in Department of Transportation Seismic Safety Regulations 49 C.F.R. Part 41 and will certify to compliance to the extent required by the regulation. The CONTRACTOR also agrees to ensure that all work performed under this contract including work performed by a subcontractor is in compliance with the standards required by the Seismic Safety Regulations and the certification of compliance issued on the project.

23. Recycled Products

To the extent applicable, the CONTRACTOR agrees to comply with U.S. EPA regulations, "Comprehensive Procurement Guidelines for Products Containing Recovered Materials," 40 C.F.R. Part 247, implementing section 6002 of the Resource Conservation and Recovery Act, as amended, 42

REQUEST FOR QUOTATION
<30' Length Cutaway Bus

U.S.C. § 6962, and otherwise provide a competitive preference for products and services that conserve natural resources and protect the environment and are energy efficient.

24. Accessibility

The CONTRACTOR agrees to comply with 49 U.S.C. §5301(d), which states the Federal policy that elderly individuals and individuals with disabilities have the same right as other individuals to use public transportation services and facilities, and that special efforts shall be made in planning and designing those services and facilities to implement transportation accessibility rights for elderly individuals and individuals with disabilities. The CONTRACTOR also agrees to comply with all applicable provisions of Section 504 of the Rehabilitation Act, as amended, 29 U.S.C. §794, which prohibits discrimination on the basis of disability in the administration of programs or activities receiving Federal financial assistance; with the Americans with Disabilities Act of 1990 (ADA), as amended, 42 U.S.C. §12101 et seq., which requires that accessible facilities and services be made available to individuals with disabilities; with the Architectural Barriers Act of 1968, as amended, 42 U.S.C. §4151 et seq., which requires that buildings and public accommodations be accessible to individuals with disabilities; and with other laws and amendments thereto pertaining to access for individuals with disabilities that may be applicable. In addition, the CONTRACTOR agrees to comply with applicable implementing Federal regulations and any later amendments thereto, and agrees to follow applicable Federal implementing directives, except to the extent the FTA approves otherwise in writing.

25. Equal Employment Opportunity

During the performance of this contract, the contractor agrees as follows:

(1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

REQUEST FOR QUOTATION

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(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

(4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in

REQUEST FOR QUOTATION

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every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, That if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

REQUEST FOR QUOTATION

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Each nonexempt prime contractor or subcontractor shall include the equal opportunity clause in each of its nonexempt subcontracts.

26. Seat Belt Use

The Contractor agrees to adopt and promote on-the-job seat belt use policies and programs for its employees and other personnel that operate company-owned vehicles, company-rented vehicles, or personally operated vehicles.

27. Distracted Driving

The Contractor agrees to adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers, including policies to ban text messaging while using an electronic device supplied by an employer, and driving a vehicle the driver owns or rents, a vehicle Recipient owns, leases, or rents, or a privately-owned vehicle when on official business in connection with the Award, or when performing any work for or on behalf of the project.

The Contractor agrees to conduct workplace safety initiatives in a manner commensurate with its size, such as establishing new rules and programs to prohibit text messaging while driving, re-evaluating the existing programs to prohibit text messaging while driving, and providing education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

The Contractor agrees to include the preceding Special Provision in its subcontractor agreements.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DMT2500000003

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

<input checked="" type="checkbox"/> Addendum No. 1	<input type="checkbox"/> Addendum No. 6
<input type="checkbox"/> Addendum No. 2	<input type="checkbox"/> Addendum No. 7
<input type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input type="checkbox"/> Addendum No. 4	<input type="checkbox"/> Addendum No. 9
<input type="checkbox"/> Addendum No. 5	<input type="checkbox"/> Addendum No. 10

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Bus Service Incorporated

Company

Authorized Signature

2/4/2025

Date

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RECEIVED

2025 FEB -6 AM 11:35

WW PURCHASING
DIVISION

CRFQ - Exhibit A PRICING PAGE				
Passenger Type Van Transit Vehicles				
VENDOR NAME:	Bus Service Incorporated			
Manufacturer/Brand:	Prime-Time Specialty Vehicles / Ford Transit / Med Transit			
Class	Item Description	Unit Price Per Vehicle	Estimated Quantity	Extended Price
A	Van - 150 or equivalent chassis - driver, four passengers, two wheelchair spaces, rear lift	\$78,365.00		
B	Van - 150 or equivalent chassis - driver, four passengers, one wheelchair space, side lift	\$74,527.00		
C	Van - 250-350 or equivalent chassis - driver, eight passengers, one wheelchair space, rear lift	\$77,329.00		
D	Van - 250-350 or equivalent chassis - driver, seven passengers, one wheelchair space, side lift	\$75,077.00		
E	Van - 250-350 or equivalent chassis - driver, ten passengers, rear lift	\$69,624.00		
F	Van - 250-350 or equivalent all-wheel drive chassis - driver, eight passengers, one wheelchair space, rear lift	\$81,771.00		
G	Van 250-350 or equivalent all-wheel drive chassis- driver, seven passengers, one wheelchair space, side lift	\$78,838.00		
H	5310 logo and graphics cost per vehicle	\$350.00		
			TOTAL	
				*Complete Form provided.
				*Please note these are only estimated quantities and do not reflect any guarantee of purchase.
				*The WV DMTF-PT may purchase more or less as needed.