



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

State of West Virginia
 Request for Quotation
 36 - Vehicles

Proc Folder: 148130

Doc Description: SBUS16 - VARIOUS SCHOOL BUSES

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2015-10-08	2015-11-12 13:30:00	CRFQ 0402 EDD1600000003	1

BID RECEIVING LOCATION

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON

WV 25305

US

VENDOR

Vendor Name, Address and Telephone Number:

Heritage Bus Sales, Inc.
 408 New Goff Mountain Road
 Cross Lanes, WV 25313
 304-345-2490

11/19/15 14:16:33
 WV Purchasing Division

FOR INFORMATION CONTACT THE BUYER

Misty Delong
 (304) 558-8802
 misty.m.delong@wv.gov

Signature X

FEIN # 201602832

DATE 11-19-15

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION:

The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Department of Education to establish an open-end contract for School Buses. The Contract may be utilized by West Virginia State agencies and all political subdivisions of the State in all 55 counties.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	SBUS16 - VARIOUS SCHOOL BUSES	0.00000	EA		

Comm Code	Manufacturer	Specification	Model #
25101500			

Extended Description :
SBUS16 - VARIOUS SCHOOL BUSES

If submitting an online bid enter the cost of the first line bid on the attached pricing page in the Oasis Commodity Line. The Oasis Commodity line will not be evaluated. Vendor must enter pricing on the attached Pricing Page.

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Technical Questions Due	2015-10-23

EDD160000003	Document Phase Final	Document Description SBUS16 - VARIOUS SCHOOL BUSES	Page 3 of 3
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions



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

State of West Virginia
 Request for Quotation
 36 - Vehicles

Proc Folder: 148130

Doc Description: Addendum 1- SBUS16 - VARIOUS SCHOOL BUSES

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2015-10-29	2015-11-19 13:30:00	CRFQ 0402 EDD1600000003	2

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Name, Address and Telephone Number:
 Heritage Bus Sales, Inc.
 408 New Goff Mountain Road
 Cross Lanes, WV 25313
 304-345-2490

FOR INFORMATION CONTACT THE BUYER

Misty DeLong
 (304) 558-8802
 misty.m.delong@wv.gov

Signature X

FEIN # 201602832

DATE 11-19-15

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION

Addendum 1-

(1) Extending the bid opening from 11-12-2015 to 11-19-2015 at 1:30 PM EST.

(2) Attach technical questions and answers.

(3) Attach updated pricing pages.

*No other changes made.

The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Department of Education to establish an open-end contract for School Buses. The Contract may be utilized by West Virginia State agencies and all political subdivisions of the State in all 55 counties.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	SBUS16 - VARIOUS SCHOOL BUSES	0.00000	EA		

Comm Code	Manufacturer	Specification	Model #
25101500			

Extended Description :

SBUS16 - VARIOUS SCHOOL BUSES

If submitting an online bid enter the cost of the first line bid on the attached pricing page in the Oasis Commodity Line. The Oasis Commodity line will not be evaluated. Vendor must enter pricing on the attached Pricing Page.

SCHEDULE OF EVENTS

Line	Event	Event Date
1	Technical Questions Due	2015-10-23

SOLICITATION NUMBER: CRFQ EDD1600000003
Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

Description of Modification to Solicitation:

Addendum 1-

(1) Extending the bid opening from 11-12-2015 to 11-19-2015 at 1:30 PM EST.

(2) Attach technical questions and answers.

(3) Attach updated pricing pages.

*No other changes made.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ATTACHMENT A

**CRFQ_EDD1600000003 – SBUS16
ADDENDUM NO. 1 – Q&A**

QUESTION 1: Number thirty-four – “Instruction to Vendors” Purchase Card Acceptance. As this is written, the vendors will be required to accept the State Purchasing Card as a method of payment for school buses. Requiring this this method of payment will increase the cost of buses due to the significant fees which will be assessed to the vendor. For that reason, it has not been required in the past bids. I am asking for confirmation that it is the intent of the State to require this method of payment and not just an oversight.

ANSWER 1: Consider Number 34 of Instructions to Vendors Purchase card Acceptance checked marked and that Vendors are not required to accept the State of West Virginia’s Purchasing Card as a payment for all goods and services.

QUESTION 2: The bid opening date of November 12, 2015 conflicts with the National Association of Pupil Transportation (N.A.P.T) Conference. I would ask that consideration be given to extend the bid opening one week to November 19, 2015.

ANSWER 2: Bid Opening date has been moved from November 12, 2015 to November 19, 2015. The Bid opening time of 1:30 P.M. remains the same.

QUESTION 3: I would like to request the Bid Classification be established for a Gasoline (not LPG) Engine in Type A, 24 and 30 Passenger Buses only. The specification currently exists for Propane (LPG) and Diesel powered units only. This could be accomplished by adding this class under the “Fuel, Alternate” section of the “Minimum Requirements for Design and Equipment of School Buses”. The need for this addition is prompted by the announcement from Ford and General Motors that they will no longer manufacture the Diesel version of the Cutaway Chassis used to construct the Type A buses during 2016.

ANSWER 3: Type A, 24 and 30 Buses Gasoline are added. Updated Pricing Pages are attached.

QUESTION 4: I would like to point out for your consideration that the “Minimum Gross Horsepower/Torque” as stated in 126CSR89, page 11, does not correspond to the Exhibit B/SBUS16 Pricing Pages” that are part of the bid package we are asked to use. These pricing pages have not been updated to reflect changes in the 126CSR89 document.

ANSWER 4: Updated Pricing Pages are attached.

QUESTION 5: "General Terms and Conditions, number 34, Purchasing Card Acceptance", I am requesting that the box be checked that "Vendor is NOT required to accept the State of West Virginia's Purchasing Card as payment for all goods and services. This has been an object of much discussion over the past several years as the required use of this method of payment will significantly increase the price of school buses due to the heavy fees assessed to the Vendor. Because of this, the box has always been checked to "not require".

ANSWER 5: Please refer to **ANSWER 1.**

QUESTION 6: Will we be required to accept the P-Card for this bid? (There are fees associated with the use of the card that will significantly increase the bid price.)

ANSWER 6: Please refer to **ANSWER1.**

QUESTION 7: We would request the bid opening date to be moved to 11/19/15. (The NAPT meeting conflicts with the current date.)

ANSWER 7: Please refer to **ANSWER2.**

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: EDD1600000003

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 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.

Heritage Bus Sales, Inc.

Company



Authorized Signature

11-19-15

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.
Revised 6/8/2012

EXHIBIT B

SBUS16 Pricing Pages

1. TRANSIT UNITS

71 Passenger:

230HP, FE
230HP, RE
Delivery to Charleston, WV

\$ NO BID
\$ 94,218.00
\$ 1,500.00

77 Passenger:

230HP, FE
230HP, RE
Delivery to Charleston, WV

\$ NO BID
\$ 98,996.00
\$ 1,500.00

84 Passenger:

245HP, FE
245HP, RE
Delivery to Charleston

\$ NO BID
\$ 101,499.00
\$ 1,500.00

89 Passenger:

245HP, FE
245HP, RE
Delivery to Charleston, WV

\$ NO BID
\$ 103,699.00
\$ 1,500.00

EXHIBIT B

SBUS16 Pricing Pages

2. CONVENTIONAL UNITS

24 Passenger:

Type A – 130HP	\$ 57,750.00
Type A – LPG fueled	\$ NO BID
Type A – Gasoline	\$ 47,950.00
Type B – 130HP	\$ NO BID
Delivery to Charleston, WV	\$ 750.00

30 Passenger:

Type A – 130HP	\$ 60,300.00
Type A – LPG fueled	\$ NO BID
Type A – Gasoline	\$ 49,550.00
Type B – 130HP	\$ NO BID
Delivery to Charleston, WV	\$ 750.00

35 Passenger:

Regular - 200HP	\$ 75,399.00
Regular – LPG fueled	\$ NO BID
Delivery to Charleston, WV	\$ 1,500.00

47 Passenger:

Regular - 200HP 220 HP	\$ 77,099.00
Regular – LPG fueled	\$ NO BID
Regular - 240HP	\$ xxxxxxxx
Delivery to Charleston, WV – F/47 Passenger, Conv. Unit Diesel	\$ 1,500.00
Delivery to Charleston, WV – F/47 Passenger, Conv. Unit Propane	\$ NO BID

53 Passenger:

Regular - 220HP	\$ 78,099.00
Regular – LPG fueled	\$ NO BID
Regular - 240HP	\$ xxxxxxxx
Delivery to Charleston, WV – F/53 Passenger, Conv. Unit Diesel	\$ 1,500.00
Delivery to Charleston, WV – F/53 Passenger, Conv. Unit Propane	\$ NO BID

EXHIBIT B

SBUS16 Pricing Pages

59 Passenger:

Regular - 220HP	\$ 78,299.00
Regular – LPG fueled	\$ NO BID
Delivery to Charleston, WV – F/59 Passenger, Conv. Unit Diesel	\$ 1,500.00
Delivery to Charleston, WV – F/59 Passenger, Conv. Unit Propane	\$ NO BID

65 Passenger:

Regular - 230HP (IC HP is 240 HP)	\$ 79,899.00
Regular – LPG fueled	\$ 89,050.00
Delivery to Charleston, WV – F/65 Passenger, Conv. Unit Diesel	\$ 1,500.00
Delivery to Charleston, WV – F/65 Passenger, Conv. Unit Propane	\$ 1,500.00

71 Passenger:

Regular - 230HP (IC HP is 240 HP)	\$ 79,499.00
Regular – LPG fueled	\$ 88,400.00
Delivery to Charleston, WV – F/71 Passenger, Conv. Unit Diesel	\$ 1,500.00
Delivery to Charleston, WV – F/71 Passenger, Conv. Unit Propane	\$ 1,500.00

77 Passenger:

Regular - 230HP (IC HP is 240 HP)	\$ 83,935.00
Regular – LPG fueled	\$ 89,000.00
Delivery to Charleston, WV – F/77 Passenger, Conv. Unit Diesel	\$ 1,500.00
Delivery to Charleston, WV – F/77 Passenger, Conv. Unit Propane	\$ 1,500.00

EXHIBIT B

SBUS16 Pricing Pages

3. SPECIAL NEEDS - CONVENTIONAL

<u>35 Passenger:</u>	
200HP	\$ 79,299.00
LPG fueled	\$ NO BID
DELIVERY TO CHARLESTON, WV	\$ 1,500.00
<u>47 Passenger:</u>	
220HP	\$ 80,899.00
LPG fueled	\$ NO BID
DELIVERY TO CHARLESTON, WV	\$ 1,500.00
<u>53 Passenger:</u>	
220HP	\$ 81,410.00
LPG fueled	\$ NO BID
DELIVERY TO CHARLESTON, WV	\$ 1,500.00
<u>59 Passenger:</u>	
220 HP	\$ 81,999.00
LPG fueled	\$ NO BID
DELIVERY TO CHARLESTON, WV	\$ 1,500.00
<u>65 Passenger:</u>	
230 HP (IC is 240 HP)	\$ 84,499.00
LPG fueled	\$ 93,050.00
DELIVERY TO CHARLESTON, WV FOR Diesel & Propane	\$ 1,500.00
<u>71 Passenger:</u>	
230 HP (IC is 240 HP)	\$ 84,099.00
LPG fueled	\$ 92,000.00
DELIVERY TO CHARLESTON, WV for Diesel & Propane	\$ 1,500.00
<u>77 Passenger:</u>	
230HP (IC is 240 HP)	\$ 88,000.00
LPG fueled	\$ 92,499.00
DELIVERY TO CHARLESTON, WV FOR Diesel & Propane	\$ 1,500.00

EXHIBIT B

SBUS16 Pricing Pages

DELIVERY:

Bidders must state number of days after receipt of order (ARO) for bus delivery. Number of days for delivery shall be no greater than 120 days. This does include "letters of intent".

Buses will be delivered within 120 days ARO.

Vendor Name: Heritage Bus Sales, Inc.

Address: 408 New Goff Mountain Road

Cross Lanes, WV 25313

Phone: 304-345-2490

Toll Free Phone Number: 844-484-2287

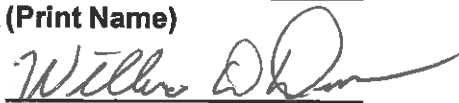
Fax: 304-759-9807

Email: bduncan@heritagetrks.com

Vendor's Representative:

William D. Duncan

(Print Name)



(Signature)

11-19-15

(Date)

CERTIFICATION AND SIGNATURE PAGE

By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid, offer or proposal for review and consideration; 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.

Heritage Bus Sales, Inc.

(Company)



William D. Duncan, President

(Authorized Signature) (Representative Name, Title)

304-345-2490 / 304-759-9087 / 11-19-15

(Phone Number) (Fax Number) (Date)

State of West Virginia

VENDOR PREFERENCE CERTIFICATE

Certification and application is hereby made for Preference in accordance with **West Virginia Code**, §5A-3-37. (Does not apply to construction contracts). **West Virginia Code**, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

1. Application is made for 2.5% vendor preference for the reason checked:

- Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or**,
- Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or** 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or**,
- Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or**,

2. Application is made for 2.5% vendor preference for the reason checked:

- Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,

3. Application is made for 2.5% vendor preference for the reason checked:

- Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,

4. Application is made for 5% vendor preference for the reason checked:

- Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or**,

5. Application is made for 3.5% vendor preference who is a veteran for the reason checked:

- Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or**,

6. Application is made for 3.5% vendor preference who is a veteran for the reason checked:

- Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

7. Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.

- Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: Heritage Bus Sales, Inc.

Signed: 

Date: 11-19-15

Title: President

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

MANDATE: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Heritage Bus Sales, Inc.

Authorized Signature: *William D. Dew* Date: 11-19-15

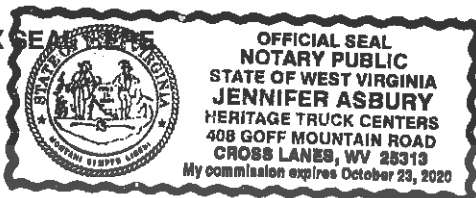
State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 19th day of November, 2015.

My Commission expires 10/23/2020, 20 .

AFFIX SEAL HERE



NOTARY PUBLIC

Jennifer Asbury
Purchasing Affidavit (Revised 08/01/2015)