



**GARLAND INDEPENDENT SCHOOL DISTRICT
PURCHASING DEPARTMENT
501 S. Jupiter
Garland, Texas 75042**

**REQUEST FOR QUOTATION #408-21
SALE OF USED SCHOOL BUSES**

PLEASE SUBMIT QUOTE NO LATER THAN 10:30 A.M. CST ON May 27, 2021. Mark the sealed return envelope in the lower left hand corner with RFQ #, time, and due date, as noted above. (Should the district close for unforeseen reasons (force majeure) on the date the solicitation is due, the above referenced date should be changed to 10:30 A.M. the first date the district is open to conduct business.)

All vehicles must be removed from the Garland Independent School District (GISD) premises between June 14, 2021 and June 24, 2021. **Garland ISD offices are closed Friday during the month of June 2021.**

This Request For Quote includes Process Overview, Instructions to Proposers, Certifications, Terms and Conditions, RFQ Specification and Quote Forms. These provisions shall be considered as part of any resulting legal and binding contract/purchase order as if thereto attached or therein repeated.

Company/Submitters Name

Address

City

State

Zip

Signature

Printed Name

Email Address

Telephone #

Fax #

Mark A. Booker

Mark A. Booker
Executive Director of Purchasing

PROCESS OVERVIEW: This section outlines the steps in the procurement process.

Buses Available for Viewing	May 10-14, 2021 8:00 a.m. to 12:00 p.m. CST
Deadline for Questions	May 17, 2021, 4:00 p.m. CST
Response to Questions	May 19, 2021, 4:00 p.m. CST
Deadline for Submitting Quote(s)	May 27, 2021, 10:30 a.m. CST
Award Notifications sent	June 10, 2021
Payments Received No Later Than	June 21, 2021
Upon Payment, Buses will be available for pickup	June 14-24, 2021 Garland ISD offices closed Fridays during June 2021
Purchased Buses must be removed from GISD premises no later than	June 24, 2021

Buses are available to view at 326 Stadium Drive, Garland, Texas 75040. Please sign in at the receptionist desk prior to viewing the Buses for Sale.

Contacts for viewing are:

Eduardo Chavez, CELL: 214-837-0624, eechavez@garlandisd.net

Jeff Pennington, CELL: 972-415-2574, Jdpenni1@garlanisd.net

Justin Roberts, CELL: 214-566-8129, jcrobert@garlandisd.net

Any questions as it relates to the bus inventory for sale at the Pre-Bid viewing shall be directed to **Mr. James Rowe, Assistant Director of Fleet Operations at 972-487-4929.**

1. INSTRUCTIONS TO PROPOSERS

1.1 Submission of Quotes:

- 1.1.1. For clarification of the specification(s) of this Request For Quote, proposer may contact:

Janet Curtis-Fuller, Buyer at jcfuller@garlandisd.net

The individual listed above may be contacted for clarification of specification(s) only. No authority is intended or implied that specification(s) may be amended or alternates accepted prior to opening without written approval of the Garland ISD Executive Director of Purchasing.

- 1.1.2. **All addenda will be issued via the district website at www.garlandisd.net/departments/purchasing/currentbids.asp (Current Bid List). All addenda, if required, will be posted on the aforementioned website by May 19, 2021 at 4:00 p.m., CST. It is the vendor's responsibility to check this website for addenda postings prior to submitting responses.**
- 1.1.3. Questions pertaining to proposing procedures should be directed to Purchasing Department, Garland ISD. Proposers finding errors, requests for additional information, omissions, or corrections that need to be made in the specifications shall contact the Purchasing Department in writing by, May 17, 2021, 4:00 p.m. CST. You may submit questions to bids@garlandisd.net and jcfuller@garlandisd.net or fax to 972-487-3097 Attn: Janet Curtis-Fuller

1.1.4. **PLEASE PROVIDE ONE (1) ORIGINAL AND ONE (COPY) OF QUOTE RESPONSE! ENSURE THE ORIGINAL AND COPY ARE CLEARLY LABELED.**

1.1.5. Hand-carried submissions shall be delivered to Garland ISD Purchasing Department 501 S. Jupiter, Garland, Texas 75042. An exterior bid depository (**Purchasing Drop Box**) is available at the entrance to the Harris Hill Administrative offices located at the address provided above. The submission must be placed inside the depository at your convenience but no later than 10:15 a.m. on the prescribed due date listed in the solicitation. A submission is considered received when Purchasing has retrieved the package from the Purchasing Drop Box and the submission is date/time stamped before the deadline.

Note: Submissions must be sealed and not exceed 14"x10"x 5" to use the Purchasing Drop Box

Proposals submitted via the U. S. Postal Service are to be mailed to:

Garland ISD Purchasing Department P. O. Box 469026, Garland, Texas 75046-9026
Clearly mark all Proposal envelopes as instructed on the front page. Allow sufficient transit time.

Delivery of submission to other Departments within the District is not considered as delivery to the Purchasing Department. The submission must be date/time stamped by Purchasing before the deadline.

1.1.6. Once completed and signed, return your Quote form to the Garland ISD Purchasing Department (as instructed above).

1.1.7. Quotes received at the GISD Purchasing Department after the time and date specified above will not be considered and will be filed unopened. The Garland ISD shall not be held liable for late quotes.

1.1.8. Oral or telegraphic quotes transmitted via the District's facsimile machine or by email are not acceptable. **DO NOT FAX OR EMAIL YOUR QUOTES.**

1.1.9. Quotes must be signed by an authorized individual to contractually bind their firm when submitting the Quote. Failure to sign the Quote will be considered as a "mistake in Quote", and the Quote will be rejected as "non-responsive".

1.1.10. All pages of this RFQ are to be returned with your quote. It is the proposer's responsibility to ensure the number of pages received is the same number listed on the front of this document. Proposer shall contact the Purchasing Department if discrepancies exist.

1.1.11. All prices must be typed or written in ink on the appropriate specification/pricing form(s). Quotes written in pencil will not be accepted. Changes may be crossed through and corrections inserted adjacent and initialed by the person preparing the Quote. Should errors in multiplication or addition of a unit price against a total price occur, the unit price shall govern. All pricing proposed for products and/or services shall constitute entire consideration due.

- 1.1.12. No Quote may be withdrawn prior to opening of quotes without written request (addressed to the Garland ISD Director of Purchasing) by an authorized agent of the proposing firm and upon written approval by the District. Quotes become the property of Garland ISD upon receipt.
- 1.1.13. A quote that has been opened may not be changed for the purpose of correcting an error in the proposed price. Proposers submitting an erroneous proposed price may be given the option of either honoring the price as proposed or withdrawing the (erroneous) quote [Local Government Code Subchapter B, Sec. 271.026].
- 1.1.14. Proposers desiring a bid tabulation sheet resulting from this Request For Quote may visit our web site at www.garlandisd.net/departments/purchasing/bidtabulation.asp. The tabulations will be posted once the GISD Board of Trustees has approved the contract. If you are unable to download the information, please contact the Purchasing Department at 972-487-3009 and we will forward you a copy via email.
- 1.1.15. Garland Independent School District is a public entity subject to the provisions of the Texas Public Information Act (Texas Government Code Chapter 552). Responses to this invitation may be subject to release as public information unless the response or specific parts of the response are accepted from public disclosure under such Act. Proposers should consult with their legal counsel regarding disclosure issues and take the appropriate precautions to safeguard trade secrets or any other confidential or proprietary information before responding to this invitation. The District assumes no liability or responsibility for release of any information not properly identified and documented in accordance with the enclosed Confidential Information Declaration & Copyright Authorization Form - Attachment C. The District assumes no liability or responsibility for release of any information that the Texas Attorney General or a court of law determines to be subject to release.

Award/Evaluation of Quotes

- 1.2.1. The Garland Independent School District Board of Trustees reserves the right to accept or reject all or any part of any quote received, waive minor formalities/technicalities and award the quote deemed to be most advantageous to the Garland Independent School District.
- 1.2.2. The District reserves the right to award to a single vendor, multiple vendors, each line item separately or in any combination it determines to be in its best interest, unless the bidder states otherwise. Quotes shall cover the entire program as described herein. Bidders shall also include copies of any contracts required by the vendors.
- 1.2.3. Tie quotes, which are **equal in all respects**, shall be resolved and awarded in accordance with Local Government Code (Texas) Para. 271.901. Otherwise RFQs, which reflect a tie in price, only may be awarded pursuant to the permissible factors listed in Texas Education Code, Subchapter B, Sec. 44.031(b) and set forth in paragraph 1.2.10. below.

2. CERTIFICATIONS

- 2.1 By signing this Request for Quote, the undersigned bidder affirms that its company, corporation, firm, partnership or individual has not prepared this RFQ in collusion with any other bidder and that the contents of this RFQ as to prices, terms, or conditions have

not been communicated by the undersigned or by any employee or agent to any other person or firm engaged in this type of business prior to the official opening of this RFQ.

- 2.2 The person whose signature appears on the cover page of this Request for Quote hereby certifies (by signing this document) that the individual and/or firm on whose behalf this RFQ is submitted is not listed on the Federal Government's "List of Parties Excluded from Federal Procurement and Non-procurement Programs" published by the U. S. General Services Administration (GSA) effective as of the date of opening of this RFQ.
- 2.3 By signing this Request for Quote, the bidder hereby certifies that it (or its firm hereby represented) is legally authorized to conduct business in Texas and has complied with any and all federal, state, or other laws or regulations applicable to any Sale/Purchase resulting from this RFQ, including, but not limited to, copyright and/or patent laws and anti-collusion law. Failure of bidder to sign RFQ will render RFQ null and void.
- 2.4 **Foreign Terrorist Organization List**
Pursuant to Texas Government Code Chapter 2252, Company certifies that it is not a company identified on the on a list prepared and maintained pursuant to Texas Government Code § 806.051, 807.051, or 2252.153 ("Foreign Terrorist Organization List"). In the event that Company is added to a Foreign Terrorist Organization List at any time during this Agreement, Company shall promptly provide notice to School. Garland ISD may terminate this Agreement immediately upon receipt and verification of information, by any means, that Company has been added to a Foreign Terrorist Organization List.
- 2.5 **Boycott Israel**
Pursuant to Texas Government Code Chapter 2271, Company certifies that it does not boycott (as defined in Texas Government Code Chapter 808) Israel and will not boycott Israel during the term of this Agreement with the Garland ISD.
- 2.6 **PROHIBITED TRANSACTION**
Pursuant to Texas Government Code Chapter 2272, the District is prohibited from contracting with any abortion provider or an affiliate of an abortion provider whereby the provider or affiliate receives something of value derived from state or local tax revenue. Any contract entered into by the District is void if the prospective vendor has such a prohibited affiliation or contractual relationship. By submitting a proposal in response to the request for proposal, you are certifying to the District that you do not have such an affiliation or contractual relationship.

3. TERMS AND CONDITIONS

- 3.1 Garland Independent School District is a public entity subject to the provisions of the Texas Public Information Act (Tex. Govt. Code Ch. 552). Responses to this invitation may be subject to release as public information unless the response or specific parts of the response are accepted from public disclosure under such Act. Bidders should consult with their legal counsel regarding disclosure issues and take the appropriate precautions to safeguard trade secrets or any other proprietary information before responding to this invitation.
- 3.2 No Smoking or use of any tobacco products are permitted on GISD school property.
- 3.3 This RFQ invitation and any resulting award(s) shall be interpreted within the laws of the State of Texas.

- 3.4 School Buses referenced for sale within this Request for Quote shall be “**sold as is**”, “**where is**” condition.
- 3.5 All RFQ prices shall remain firm. No exceptions.
- 3.6 No freight/delivery will be paid by the Garland Independent School District.
- 3.7 Awarded Buyer is responsible for the removal of (all) School Buses at no expense to the GISD.
- 3.8 **Potential Buyer may submit a quote on one, multiple, or all of the School Buses referenced for sale within this RFQ. If quoting on multiple vehicles, please state 1st, 2nd, 3rd choice accordingly next to the quoted price for each vehicle.**
- 3.9 **All sales are final and contingent upon the following criteria:**
- 3.10 After official notice of award, awarded buyer shall provide **full payment** of (ALL) awarded school buses within 5 working days (Monday through Friday) of award notice date in the form of **cashier check**. Cashier Check shall be made payable to the Garland ISD and is to be delivered directly to the Garland ISD Purchasing Department Secretary. Upon receipt, awarded vendor shall schedule pick up of all awarded school buses. GISD reserves the right to award school buses to the next highest bidder if funds have not been received within 5 workings days.
- 3.11 Payment shall be made with certified funds only. **No cash or personal checks will be accepted.**
- 3.12 Pick up and removal of School Buses shall be scheduled with Mr. Jack Youngkin, Director of Transportation at 972-494-8530. Pick up and removal of school buses shall be made between the hours of 8:00 a.m. and 3:00 p.m. on date(s) agreed to between Mr. Jack Youngkin and the awarded (Buyer) after official receipt of payment mentioned above. If awarded School Buses are not removed after 30 days of award, GISD will refund all monies minus \$1,000 administration fee for each School Bus.
- 3.13 Titles paperwork, keys and vehicle service history will be provided at time of vehicle pickup to the awarded buyer. Positive identification with verifiable current address must be provided. Vehicle title buyer section will be completed at time of sale and assigned to the awarded buyer only with no third party assignments. Blank buyer assigned “open ended” titles will not be given out.
- 3.14 TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, SUPPLIER AND ITS AGENTS, PARTNERS, EMPLOYEES, AND CONSULTANTS (COLLECTIVELY "INDEMNITORS") SHALL AND DO AGREE TO INDEMNIFY, PROTECT, DEFEND WITH COUNSEL APPROVED BY DISTRICT, AND HOLD HARMLESS THE DISTRICT, REPRESENTATIVES OF THE DISTRICT, AND ITS MEMBERS OF THE BOARD OF TRUSTEES, ADMINISTRATORS, OTHER EMPLOYEES AND AGENTS (COLLECTIVELY "INDEMNITEES") FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES, LIENS, CAUSES OF ACTION, SUITS, JUDGMENTS AND EXPENSES, INCLUDING ATTORNEY FEES, OF ANY NATURE, KIND, OR DESCRIPTION (COLLECTIVELY "LIABILITIES") OF ANY PERSON OR ENTITY WHOMSOEVER ARISING OUT OF, CAUSED BY, OR RESULTING FROM THE PERFORMANCE OF

SERVICES, OR PROVISION OF GOODS, BY VENDOR PURSUANT TO THIS CONTRACT, OR ANY PART THEREOF, OR ANYONE FOR WHOSE ACTS IT MAY BE LIABLE EVEN IF IT IS CAUSED IN PART BY THE NEGLIGENCE OR OMISSION OF ANY INDEMNITEE, SO LONG AS IT IS NOT CAUSED BY THE SOLE NEGLIGENCE OR WILLFUL MISCONDUCT OF ANY INDEMNITEE.

LIST OF SCHOOL BUSES FOR SALE AND PRICING PROPOSAL

General Information – All Buses:

*All buses are equipped with air conditioning.

*Mileages are current estimates and may be greater at time of sale.

*All sales are final. No warranties are expressed or implied.

*Vehicles purchased must be removed from GISD lot not later than June 24, 2021

UNIT	YEAR	MAKE	MODEL	VIN	MILAGE
1290	2006	INT	71 PASS	4DRBUAFN56A211635	153840
1291	2006	INT	71 PASS	4DRBUAFN76A211636	164878
1294	2006	INT	71 PASS	4DRBUAFN26A211639	165833
1295	2006	INT	71 PASS	4DRBUAFN96A211640	163384
1302	2006	INT	71 PASS	4DRBUAFN16A211647	141254
1303	2006	INT	71 PASS	4DRBUAFN36A211648	184571
1304	2007	INT	71 PASS	4DRBUAFN07A391804	149750
1305	2007	INT	71 PASS	4DRBUAFN27A391805	144511
1306	2007	INT	71 PASS	4DRBUAFN47A391806	132334
1309	2007	INT	71 PASS	4DRBUAFNX7A391809	141614
1310	2007	INT	71 PASS	4DRBUAFN67A391810	147595
2088	2006	INT	42 PASS	4DRBUAFL36A211650	146428
2089	2006	INT	42 PASS	4DRBUAFL56A211651	156846
2094	2006	INT	42 PASS	4DRBUAFL46A211656	174948
2095	2006	INT	53 PASS	4DRBUAFL66A211657	165488
1267	2003	INT	71 PASS LIFT	4DRBRABN13B960445	51084
1341	2009	INT	71 PASS	4DRBUSKN69B045300	156950
1344	2009	INT	71 PASS	4DRBUSKN19B045303	131941
1348	2009	INT	71 PASS	4DRBUSKN99B045307	142678
2093	2006	INT	42 PASS SPED	4DRBUAFL26A211655	172305
2107	2008	INT	47 PASS SPED	4DRBUAFL78B542583	186267
2114	2009	INT	47 PASS SPED	4DRBUSKL99B045287	147858
2118	2009	INT	53 PASS LIFT	4DRBUSKL49B045293	149039

UNIT	PRICE QUOTE (PRINT IN INK OR TYPE)	If quoting multiple buses, please specify 1 st , 2 nd , 3 rd , etc. choice preference
1290		
1291		
1294		
1295		
1302		
1303		
1304		
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2088		
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1344		
1348		
2093		
2107		
2114		
2118		