

**Bay-Arenac ISD**  
**4155 Monitor Road**  
**Bay City, MI 48706**  
**(989) 667-3271**

**Request for Proposal**  
**Hybrid Vehicle**  
**June 2, 2010**

## **GENERAL CONDITIONS**

The Bay-Arenac ISD is soliciting proposals for a Hybrid Vehicle.

The following Request for Proposal (RFP) is being provided to you for your consideration. To be considered, your Company must meet the qualifications and satisfy the requirements set forth in this RFP.

David Bourdon  
Building Operations Supervisor  
Bay-Arenac ISD  
4155 Monitor Road  
Bay City, MI 48706

Completed proposals must be received at the address noted above by Wednesday June 23, 2010 at 1 pm. Proposals must be submitted in a sealed envelope that is clearly marked "BID OR PROPOSAL – Hybrid Vehicle". Proposals submitted by facsimile will not be accepted. All proposals will be opened at the specified time and will be read aloud. The public is welcome to attend this bid opening.

Although cost will be an important factor in awarding the contract, the school district is not obligated by any statute or regulation to award the purchase of this hybrid vehicle solely on the basis of cost. Accordingly, the school district reserves the right to evaluate all proposals objectively and subjectively and to accept or reject any or all proposals or portion thereof. Additionally, the district reserves the right to negotiate changes in services with the firm determined to have submitted the proposal that is in the best interest of the district.

It is to be understood that this RFP constitutes specifications only for the purpose of receiving proposals for services and does not constitute an agreement for those services. It is further expected that each bidder will read these specifications with care. Failure to provide requested information or meet certain specified conditions may invalidate the proposal(s).

The information contained herein is believed to be accurate, but is not to be considered in any way as a warranty.

All questions and correspondence should be directed to David Bourdon at the address noted above or by telephone. In order to assure consistency of information provided regarding this RFP, contact with Bay-Arenac ISD personnel other than Mr. Bourdon is discouraged and may be grounds for elimination from the selection process.

## **WITHDRAWAL OF PROPOSALS:**

Proposals shall remain valid for a period of sixty (60) days after submission. Modifications to proposals will not be accepted by the district, except as may be mutually agreed upon following the acceptance of the proposal.

## **TIME TABLE:**

1. Release of RFP on or about June 2, 2010.
2. Proposals due at 1:00 p.m. on Wednesday June 23, 2010.
3. Sealed Proposals will be opened at 1:15 p.m. on June 23, 2010.
4. Presented to the Board of Education for approval on July 19, 2010.
5. Notification to all Companies as soon as possible after July 19, 2010.

## **REQUIREMENTS:**

### **Vehicle Specifications:**

This vehicle is to be used in the classroom as a learning tool for students – not to be driven on the road.

### **Equipment Specification:**

This vehicle needs to be a current model production car (2010 or newer) with a 4 or 6 cylinder hybrid gas/electric, powertrain. Preferably a 4 door sedan car with all standard features.

Please list all available technology options and features, such as but not limited to Bluetooth Technology, Parking Assist etc. Consideration will be given based on price and options available.

## **METHOD OF EVALUATING PROPOSALS**

- Proposals will be evaluated with a strict emphasis on quality. After the technical qualities have been evaluated, cost and other considerations will be evaluated. Once all factors have been evaluated, the firm that is most qualified and reasonable in cost will be selected for recommendation to the Board of Education.

## **NOTICE OF NONDISCRIMINATION**

The Bay-Arenac ISD does not discriminate on the basis of race, color, national origin, sex, age, religion, height, weight, marital status r disability in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Michael R. Dewey, Superintendent  
Bay-Arenac ISD  
4228 Two Mile Road  
Bay City, MI 48706  
(989) 686-4410

**PROPOSAL FORM**

Bay-Arenac ISD Career Center – 4155 Monitor Rd. Bay City, MI 48706

*Michigan State Purchasing Program number – REMC 6 - # 660*

*Ford Fleet number - #KD545*

Hybrid Vehicle – total cost package: \$ \_\_\_\_\_

Tax Exempt

Expected delivery date based upon Board Approval date: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

\_\_\_\_\_  
(Please Type or Print) Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date