



OCTOBER 21, 2013

TO: ALL BIDDERS

FR: EDWARD KELLEY, MECHANICAL MAINTENANCE SUPERVISOR

**SUBJECT: ADDENDUM #1 TO THE BID SPECIFICATIONS FOR THE
2014 FORD E450 GLAVAL TITAN II – 25 PASSENGER BUS**

This Addendum #1 is to correct and modify two (2) details within the bid specification document.

- 1) The vehicle specifications model type noted in the title and throughout the Bid Specifications document. The correct title and specifications model needed should read:

2014 FORD E450 GLAVAL UNIVERSAL 25 PASSENGER BUS

This modifies the following pages:

Title on Cover page / Bidder letter, page 1, paragraph #1 / Invitation to Bid, page 2, paragraph #1 / Instructions to Bidders, page 3, #1 and page 4, #4 / Auto Specifications, page 6, Title and section A. / Form of Proposal, page 10, lines beginning with “The Bidder, in response to...” and “The Bidder agrees to provide...”.

- 2) On page 7 of the Auto Specifications, line 5 should correctly read:
_____ a minimum 33+ gallon fuel tank

Acknowledge receipt of this Addendum #1 in the space provided on the Bid Proposal form. Failure to do so may subject the bidder to disqualification.

Owner reserves the right to reject any Bid in which all of the items in the Bid are not properly filled out.





OCTOBER 23, 2013

TO: ALL BIDDERS

FR: EDWARD KELLEY, MECHANICAL MAINTENANCE SUPERVISOR

**SUBJECT: ADDENDUM #2 TO THE BID SPECIFICATIONS FOR THE
2014 FORD E450 GLAVAL UNIVERSAL – 25 PASSENGER BUS**

This Addendum #2 is to correct and modify DEADLINE DATE noted on page 4, item 4 within the INSTRUCTIONS TO BIDDERS section.

The date was incorrectly recorded on page 4, item 4, paragraph 5. Paragraph 5 should read:

All proposals must be made upon the Form of Proposal furnished by the Owner attached hereto and should give the amounts bid for the vehicles, in numbers, and must be signed and acknowledged by the dealer. In order to insure consideration, the Proposal should be enclosed in an envelope marked *"Bid Proposal for the Des Plaines Park District, One (1) 2014, Ford E450 Glaval Universal 25 Passenger Bus"* to be received until **Friday, November 1, 2013** at 10.00 a.m."...

Acknowledge receipt of this Addendum #2 in the space provided on the Bid Proposal form. Failure to do so may subject the bidder to disqualification.

Owner reserves the right to reject any Bid in which all of the items in the Bid are not properly filled out.





SET NO. _____

SPECIFICATIONS 

FOR

ONE (1) 2014, FORD E450 GLAVAL TITAN II
25 PASSENGER BUS

DES PLAINES PARK DISTRICT
Parks & Planning Department
1300 Oakwood Avenue
Des Plaines, IL 60018

Contact: Edward Kelley (847) 391-5744
Bids Available
OCTOBER 18, 2013



October 18, 2013

Dear Bidder:

Enclosed you will find the specifications and bidding materials for the purchase of One (1) 2014, Ford E450 Glaval Titan II, 25 Passenger Bus.

All pertinent information is included in the specifications. We look forward to receiving your bid proposal and working together with you on this purchase.

If you have further questions, please contact me at (847) 391-5744 or cell (847) 962-6985, Monday through Friday 8:00 a.m. to 3:00 p.m.

Sincerely,

Edward Kelley

Edward Kelley,
Mechanical Maintenance Supervisor

October 18, 2013

INVITATION TO BID

Sealed bids for the purchase of ***One (1) 2014, Ford E450 Glaval Titan II, 25 Passenger Bus***, will be received by the Des Plaines Park District at our office, 2222 Birch Street, Des Plaines, Illinois, 60018. Bids will be received until exactly 10:00 a.m. on Friday, November 1, 2013, then publicly opened and read. Bids submitted after the closing time will be returned unopened. No oral or telephone proposals or modifications will be considered.

Proposals shall be submitted on the attached Form of Proposal. All Bids must include a duly executed and notarized Bid Certification under Section 33-E-11 of the Criminal Code of 1961, as amended, on the form provided by the Des Plaines Park District. Failure to Provide Bid Certification within forty-eight (48) hours of the bid opening shall be cause for rejecting the bid. No bidder may withdraw his proposal after the hour set for the opening thereof, or before award of the contract, unless said award is delayed for a period exceeding thirty (30) calendar days.

The Des Plaines Park District may reject any or all of the bids on any basis and without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of any right, claim, or cause of action by any unsuccessful Bidder against the Des Plaines Park District.

Sincerely,

A handwritten signature in cursive script that reads "Edward Kelley". The signature is written in black ink and is positioned below the word "Sincerely,".

Edward Kelley,
Mechanical Maintenance Supervisor

INSTRUCTIONS TO BIDDERS

1. **Identification of Purchase:**

The official name(s) of the purchase shall henceforth be known as:

**One (1) 2014, Ford E450 Glaval Titan II
25 Passenger Bus**

The official name and address of the owner shall henceforth be known as:

DES PLAINES PARK DISTRICT
2222 Birch Street
Des Plaines, Illinois 60018

Board Approval: November 19, 2013

Contract Awarded: November 20, 2013

Delivery Date Requested: WITHIN 120 DAYS UPON AWARD OF PURCHASE

2. **Contract Documents**

The Invitation to Bid, Instructions to Bidders, Specifications, Form of Proposal, accepted Bid Sheet, and Certification comprise the Contract Documents.

Copies of these documents can be obtained in person from the office of the Des Plaines Park District, 2222 Birch Street; Des Plaines, Illinois 60018, free of charge.

3. **Explanation to Bidders**

Any explanation desired by a Bidder regarding the meaning or interpretation of the Invitation to Bid, Specifications, etc. must be requested in writing and with sufficient time allowed for a reply to reach Bidders before the submission of their bids.

Any interpretation made will be in the form of addendum of the Invitation for Bid, Specifications, etc., and will be furnished to all prospective Bidders. Its receipt by the Bidder must be acknowledged in the space provided on the Form of Proposal or by letter or telegram received before the time set for opening of bids. Oral explanations or instructions given before the award of the contract will not be binding.

4. Preparation and Submission of Bids

Before submitting proposal, each Bidder shall examine carefully all documents pertaining to the purchase.

Submission of bid will be considered presumptive evidence that the Bidder is conversant with the requirements of the documents and has made due allowance in his or her bid for all contingencies. Include in bid all costs of material, equipment, allowance, guarantees, title transfer, licensing and contingencies, with overhead and profit necessary to produce a complete sale of the vehicles covered by the specifications on which proposal is made without further cost to the Owner.

The Des Plaines Park District is a tax exempt agency as a special District under the laws of the State of Illinois and therefore, is not subject to State and Local Sales Tax.

No compensation will be allowed by reason if any difficulties which the Bidder could have discovered or reasonably known prior to bidding.

All proposals must be made upon the Form of Proposal furnished by the Owner attached hereto and should give the amounts bid for the vehicles, in numbers, and must be signed and acknowledged by the dealer. In order to insure consideration, the Proposal should be enclosed in an envelope marked "***Bid Proposal for the Des Plaines Park District, One (1) 2014, Ford E450 Glaval Titan II, 25 Passenger Bus***" to be received until Friday, October 25, 2013 at 10:00 a.m. and opened, showing the return address of the sender and addressed to the Des Plaines Park District, 2222 Birch Street; Des Plaines, Illinois 60018. Bids must be sealed, marked, and addressed as directed above. Failure to do so may result in premature opening of, or a failure to open, such a bid.

The proposal submitted must not contain erasures, interlineation, or other corrections unless each correction is suitably authenticated by affixing in the margin immediately opposite the correction the surname or surnames of the person or persons signing the bid.

Modifications of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids. Telegraphic modifications will be considered, but should not reveal the amount of the original or reversed bid. Unless called for alternate bids will not be considered.

5. Prices

The prices are to include the furnishing of specified vehicles, service and part manuals, warranties, and all other services necessary for the proper completion of the purchase except as may be otherwise expressly provided in the Contract Documents.

6. Late Bids and Modifications

Bids and modifications thereof received at the office designated in the Invitation to Bid after the exact time set for opening of bids will not be considered.

7. Withdrawal of Bids

Bids may be withdrawn by written or telegraphic request received from Bidders prior to the time set for opening of bids.

8. Public Opening of Bids

Bids will be publicly opened at the time set for opening in the Invitation to Bid. Their content will be made for the information of Bidders and others interested, who may be present either in person or by representative.

9. Award of Contract

- A. Award of contract will be made to the lowest responsible Bidder, considering conformity with Specifications and the Invitation to Bid, terms of delivery and serviceability, where applicable, as determined by the Board of Commissioners of the Des Plaines Park District.
- B. The low bidder is not required to bid on all vehicles specified.
- C. **The Board of Park Commissioners reserves the right to accept or reject the bid for the Trade-In vehicle which could affect the final bid submitted.**
- D. The Board of Park Commissioners may reject any or all bids on any basis and without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of any right, claim, or cause of action by any unsuccessful Bidder against the Des Plaines Park District.

10. Postponement of Date for Opening Proposals

The Owner reserves the right to postpone the date of presentation and opening of proposals and will give telegraphic notice of any such postponement to each interested party.

11. Method of Payment

The Des Plaines Park District will pay net 2 WEEKS after the delivery of said vehicle.

Proposals shall be submitted on the attached Form of Proposal. All Bids must include a duly executed and notarized Bid Certification under Section 33-E-11 of the Criminal Code of 1961, as amended, on the form provided by the Des Plaines Park District. Failure to provide Bid Certification within forty-eight (48) hours of the bid opening shall be cause for rejecting the bid.

No Bidder may withdraw his or her proposal after the hour set for the opening thereof, or before award of the contract, unless said award is delayed for a period exceeding thirty (30) calendar days.

**DES PLAINES PARK DISTRICT
 AUTO SPECIFICATIONS
 For
 ONE (1) 2014, Ford E450 Glaval Titan II, 25 Passenger Bus**

I. GENERAL

- A. The successful Bidder shall provide **ONE (1) New and Unused 2014, Ford E450 Glaval Titan II, 25 Passenger Bus** in accordance with the Bidding Instructions and in accordance with or equal to the items specified below.

ALL STANDARD EQUIPMENT UNLESS NOTED BELOW. NO DELETIONS.

- B. The successful Bidder shall have the vehicle checked and certified by the State of Illinois prior to delivery. Stickers must be on vehicle and properly state licensed. Title shall be transferred at delivery date by Bidder.
- C. The successful Bidder shall accept the following trade-in vehicle:

2004 Chevrolet Turtle Top Van Terra, 14 Passenger Bus

The Board of Park Commissioners reserves the right to accept or reject the bid for the Trade-In vehicle which could affect the final bid submitted.

II. VEHICLE SPECIFICATIONS

Below is a list of our chassis and body specifications for the purchase of a new 23 passenger + driver, co-pilot & 24" luggage compartment bus. In the left column, please place an X where you meet the specifications and in the right column list all comments and exceptions.

_____ 2014 Model year chassis	_____
_____ Minimum 6.8L V10 gasoline engine	_____
_____ 208 @ Wheelbase	_____
_____ RV Package	_____
_____ 5 Speed automatic transmission with overdrive	_____
_____ 14,500 lb. Minimum GVWR	_____
_____ 3.73 - 1 axle ratio	_____
_____ Heavy duty radiator	_____
_____ Dual rear wheels	_____
_____ All season radial tires	_____
_____ Spare tire B mounted under back of bus	_____
_____ Stainless steel wheel inserts	_____
_____ Front & Rear Disc brakes with 4 wheel anti-lock	_____
_____ 200 amp. Alternator, Penntex	_____
_____ Front and rear shock absorbers	_____

- _____ Front stabilizer bar
- _____ Power steering
- _____ Tilt wheel with cruise control
- _____ 33 gallon fuel tank
- _____ Intermittent windshield wipers
with electric washers
- _____ In dash heater, defroster and A/C system
- _____ OEM Driver's and co-pilot's high-back
reclining seats with lap and shoulder belt
and arm rest
- _____ Coolant, temperature and oil pressure gauges
- _____ Voltmeter
- _____ Remote & heated exterior side view mirrors
- _____ Driver's and co-pilot's door
- _____ Power windows and power locks
for driver and co-pilot
- _____ Tinted windshield
- _____ Driver's and co-pilot's sun-visor
- _____ Chrome front bumper
- _____ Front license plate bracket
- _____ Electronic AM/FM/CD stereo with 4 speakers
- _____ Drivers and passengers front air bags
- _____ Running board for drivers and co-pilot
- _____ Service manual for parts, wiring &
emissions (chassis & body)

BUS BODY SPECIFICATIONS

- _____ 78" Interior headroom minimum
- _____ 92" Interior width with 18" center aisle
- _____ Bright white galvanized steel skin exterior sidewalls
- _____ Welded steel cage construction
- _____ Vacuum laminated construction &
foamed in roof insulation
- _____ 5/8" Marine grade plywood floor
- _____ Rubber floor covering,
- _____ Gray Koroseal Commercial Floor w/cove molding
- _____ Ribbed rubber in aisle and on entrance steps
- _____ Body will be completely undercoated w/warranty
- _____ Fiberglass composite roof

- _____ Electric entrance door with 30” clear door opening
**opening to be operated in neutral and/or park only,
shifter lock-out with door open.** _____
- _____ Kubota exterior key switch _____
- _____ Two step stepwell _____
- _____ Additional stepwell lighting _____
- _____ Stainless steel grab handle and stanchion
at entrance steps _____
- _____ Right hand stainless steel entry assist rail _____
- _____ Track seating for all passenger seats _____
- _____ Freedman mid high rigid double passenger
seats with a level 5 FXC fabric covering on seating
with under seat retractable seat belts _____
- _____ 24” Luggage Compartment _____
- _____ U.S. Armrest Flip up aisle side _____
- _____ Grab handles top mounted on isle seats _____
- _____ Seat slider feature on aisle side double seats _____
- _____ 34 5/8” x 29” tinted bay windows _____
- _____ Molded front door panels with map pockets
and door pulls _____
- _____ Overhead storage and electrical compartments _____
- _____ Color coded wiring with wire schematic _____
- _____ Light package (interior dome light &
step well lights) _____
- _____ Map light for Driver & Co-Pilot _____
- _____ Center high mounted stop light _____
- _____ Running and clearance lights _____
- _____ Romeo Bumper _____
- _____ Bright white exterior paint _____
- _____ Body circuit relay disconnect _____
- _____ Dual A/C Compressor _____
- _____ Back-up alarm _____
- _____ Rear Back-up camera _____
- _____ LED Tail Lights, Stop Lights & Turn Signals _____
- _____ Emergency roadside reflectors _____
- _____ First aid kit _____
- _____ 5 lb. Fire extinguisher _____

<p>_____ Gray Pro-Lo escape hatch with exterior & interior handles</p> <p>_____ Yellow step nosing</p> <p>_____ Overhead luggage compartment</p> <p>_____ Class III receiver hitch with 2” ball mount, pin & clip, with wiring</p> <p>_____ Electric trailer brakes</p> <p>_____ Warranty – 5 year/100K – Body Mfr. (Glaval) Or State Warranty</p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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VEHICLE DELIVERY

Vehicle shall be ready for the Des Plaines Park District to use within one hundred twenty (120) calendar days after notice of acceptance. Vehicle shall be delivered to the Des Plaines Park District, Oakwood Maintenance Facility, 1300 Oakwood Avenue, Des Plaines, IL 60016.

FORM OF PROPOSAL

Proposal of _____, after called "BIDDER",

(a)/(an) _____ doing business as _____
(Corporation, partnership, individual)

To the Des Plaines Park District, hereinafter called the "OWNER".

The Bidder, in response to your advertisement for bid for **ONE (1) 2014, Ford E450 Glaval Titan II, 25 Passenger Bus**, having examined the Specifications and other documents, hereby proposes to furnish and deliver the above mentioned vehicle in accordance with the Contract Documents, within the time set forth therein and at the prices stated below. These prices are to cover all expenses including delivery to Des Plaines, Illinois.

Bidder acknowledges receipt of the following Addenda, which are part of the Contract Documents:

Numbers: _____

Bidder hereby agrees to provide complete delivery of the vehicle within 120 days from the date of award.

The Bidder agrees to provide in accordance with the specifications:

ONE (1) 2014, Ford E450 Glaval Titan II 25 Passenger Bus, including destination charges:

MAKE AND MODEL # _____ GROSS BID \$ _____

**LESS VEHICLE TRADE-IN \$ < _____ >
2004 Chevrolet Van Terra, 14 Passenger Bus

**Note: Des Plaines Park District reserves the right to accept or reject the bid for the Trade-In Vehicle which could affect the final bids submitted.

TOTAL NET BID FOR VEHICLE, TYPED: \$ _____



**ATTACH STIPULATED WARRANTIES FOR VEHICLE BID

CERTIFICATION

* * * * *

I, _____ (Individual), having been first duly sworn on oath,
do depose and state that I presently reside at _____ (Address),
and that I am the duly authorized principal, officer or agent of

_____ and do hereby certify to the
(Name of Corporation)

Des Plaines Park District, its Commissioners, officers and employees that neither I

nor _____ are barred from bidding on the contract for
(Name of Corporation)

which this bid is submitted, as a result of violation of either Section 33E-3("Bid-rigging") or
Section 33E-4("Bid-rotating") of Article 33E of the Criminal Code of 1961 of the State of
Illinois approved July 28, 1961, as amended.

Individually and on behalf of Corporation

Subscribed and sworn to before me this
_____ day of _____, 2013

-Notary Public-

My commission expires: _____