




Purchasing and Contracts Branch
2201 East Market Street
Long Beach, California 90805-5556

Request for Bids (RFB) 25-1617 Vehicles

RELEASED ON: 1/9/2017


Assistant Director 1/10/17
Date


Director 1/12/17
Date



SECTION A – INSTRUCTIONS

1. INTRODUCTION

The Long Beach Unified School District (District) is seeking sealed bids from qualified vendors (Bidder), to provide vehicles. The District is looking for the best price for a **one-time** only purchase that meets bid specifications.

a) District Contact

The District contact (Contact) for this RFB is the sole point of contact for this procurement. All communication shall be in writing and submitted to the Contact as designated below. Bidders are not permitted to communicate with other District staff or officials about this RFB, except during pre-bid meetings and/or interviews, unless otherwise directed by the Contact. Direct written questions and/or correspondence related to this RFB to:

Contact: Toni Sampo

E-Mail: TSampo@lbschools.net

Bidders interested in participating in this RFB should immediately provide the Contact with a telephone number and an e-mail address for dissemination of addenda and/or supplemental information, as applicable. Failure to provide said contact information may result in late notifications and/or incomplete bids.

b) Deadline for Submitting Questions

Any questions regarding the RFB must be submitted to the Contact referenced above, by e-mail, no later than 1/19/2017 at noon. Reference the RFB Number and Title when making inquiries. Inquiries submitted by the inquiry submittal deadline will receive a response from the District no later than 1/23/2017.

2. FORMAT AND SUBMISSION

Bids must be submitted on the provided bid documents in conformance with this RFB. Bids must be submitted in a sealed envelope with the bid number appearing on the face thereof, and the Bidder's name, address, telephone number. Bidders must:

- Complete and insert the Company Information Form, furnished herewith.
- Complete and insert the Piggyback Clause Form, furnished herewith.
- Complete and insert the Request for Taxpayer Identification Number and Certification Form (Form W-9), furnished herewith.
- Complete and insert the Bid Form, furnished herewith.
- Insert Manufacturer's Specification sheets, if bidding other than those specified herein.
- Complete and insert addendum in chronological order, as applicable.

Additionally, bids must be submitted to and addressed as follows:

LBUSD Purchasing & Contracts Branch
2201 E. Market Street
Long Beach, California 90805

The deadline for submitting a sealed bid is **1/27/2017 at 11:00 a.m. PST.** Any bid received after this time will be returned unopened (Government Code Section 53068). It is the Bidder's responsibility to ensure that the bid arrives before the specified time.



The District will not be responsible for bids not properly marked and delivered. Postmarks will not be accepted in lieu of actual receipt. **Faxed or e-mailed bids will not be accepted.**

3. SCOPE OF SERVICES

The awarded Bidder shall deliver the requested products to the District within six months of receipt of purchase order. All items must be delivered, ready for use, F.O.B. Long Beach Unified School District Warehouse, 2201 E. Market Street, or location as specified in purchase order.

Applications for vehicle registration are to be made by the dealer. Vehicles to be registered exempt to the following address, and all tags and registrations are to be sent to: LBUSD Attention: David Lawson, 2700 Pine Ave. Long Beach, CA 90806. The temporary registration must be with the vehicle upon delivery.

4. SPECIFICATIONS

ITEM #1 - 2016/2017 Ford Transit Connect Cargo Van XL:

1. Wheel Base – 120.6”
2. GVWR - 5270 Lbs
3. Engine – 2.5L Duratec I-4 gasoline engine
4. Transmission – 6-Speed SelectShift Automatic Transmission
5. Steering – Power Steering
6. Brakes – Standard: Power front and rear disc brakes, ABS with ESC and RSC
7. Tires – 215/55R16
8. Spare Tire – Standard
9. Alternator - 150A
10. Battery – 60 AH, 590 CCA
11. Fuel Tank – Standard 15.8 gallon
12. Front Axle – Standard (front wheel drive)
13. Front Bumper – Gray molded in color
14. Rear Bumper and End Caps – Gray molded in color
15. Interior – Pewter
16. Radio – AM/FM Stereo with clock
17. Seat – Vinyl front seats
18. Gauges – Standard (cluster)
19. Flooring – Front vinyl floor cover. Cargo area vinyl floor cover
20. Cargo Hooks – Cargo tie down hooks
21. Glass – Standard
22. Windshield – Top Shaded
23. Windows – Power front row window with one-touch down on driver's side
24. Air Conditioning – Standard
25. Mirrors – Manual adjust mirrors with manual fold-Black, molded in color
26. Back-up Alarm – 97 decibel
27. Exterior Color – Frozen White
28. Shop Manual – 2 each, Maintenance, parts and wiring diagram. CD acceptable
29. 96111-3-2 Mesh Bulkhead, Compact, Ford Transit Connect



ITEM #2 - 2016/2017 Ford E350 Cutaway/Stripped Chassis Cab:

1. Wheel Base – 158"
2. GVWR - 12500 Lbs
3. Engine – 6.8L V-10
4. Transmission – Electronic 6 speed O/D w/tow haul
5. Gear Ratio – 4.10
6. Steering – Power Steering
7. Brakes – 4-wheel disc, 4-wheel anti-lock braking system (ABS)
8. Tires – LT225/75R16E
9. Spare Tire – Not Mounted
10. Alternator - 150 Amp
11. Battery – Heavy Duty 78 Amp
12. Fuel Tank – 55 Gallon
13. Front Axle – Twin I-Beam
14. Front Bumper – Black Painted with lower black plastic valence
15. Rear Bumper – See attached specifications
16. Interior – Medium Flint
17. Radio – AM/FM Stereo with clock
18. Seat – Dual High-back vinyl bucket
19. Gauges – Standard
20. Flooring – Vinyl/Rubber
21. Glass – Solar
22. Windshield – Top Shaded
23. Air Conditioning – Standard
24. Mirrors – Standard manual mirrors
25. Back-up Alarm – 97 decibel
26. Exterior Color – Oxford White
27. Shop Manual – 2 each, Maintenance, parts and wiring diagram. CD acceptable
28. Metro Truck Body aluminum Cut-A-Way Van Body, Size: 8' ODW x 12' ODL x 7' IDH (inside height)
29. Radius Front
30. 16" Crossbars
31. Hardwood Floor
32. Interior to be ½" plywood lined
33. Bulkhead to be ¾" plywood
34. Aluminum Roof
35. Roll-up rear door
36. Four (4) dome lights
37. Full step bumper – 18" deep
38. Grab handles mounted one (1) each side of roll-up door
39. Two (2) vents, Roof, Polar #24 (Product code VNT-24, SCS Superior Components Supply Inc.)



40. Two (2) Vents, Side, Left rear upper corners, Domestic Polar White RM123 upper side vent (or approved equal)
41. Mud flaps
42. 6 Wire round trailer plug
43. 2" class 3 trailer hitch receiver
44. Combo trailer hitch insert with 2" ball

ITEM #3 - 2016/2017 Ford F350 Chassis Cab XL SRW:

1. Wheel Base – 141"
2. GVWR - 10200 Lbs
3. Engine – 6.2L V8
4. Transmission – 6-Speed SelectShift Automatic
5. Gear Ratio – 3.73
6. Steering – Power Steering
7. Brakes – Standard 4 wheel disc
8. Tires – Standard 17", LT245/75R17E
9. Spare Tire – Not Mounted, LT245/75R17E
10. Alternator - 157 Amp
11. Battery – Standard 12V, 650 CCA
12. Fuel Tank – 40 Gallon
13. Front Axle – Standard
14. Front Bumper – Standard
15. Rear Bumper – None
16. Interior – Steel
17. Radio – AM/FM Stereo with clock
18. Seat – HD Vinyl, 40/20/40 split bench w/center armrest, cup holder and storage
19. Gauges – Standard
20. Flooring – Black vinyl
21. Glass – Standard
22. Windshield – Top Shaded
23. Air Conditioning – Standard
24. Mirrors – Standard
25. Back-up Alarm – 97 decibel
26. Exterior Color – Oxford White
27. Shop Manual – 1 Set, Maintenance, parts and wiring diagram. CD acceptable
28. Pacific Truck Equipment Utility Bed #96401549 open top
29. Open tops to have diamond plate caps
30. Diamond plate rock guards at the outer lower front corners of the utility bed
31. Internal lock bar, one on each side
32. Heavy duty over cab rack
33. Line X bed liner
34. 6 Wire round trailer plug
35. 2" class 3 trailer hitch receiver
36. Combo trailer hitch insert with 2" ball



ITEM #4 - 2016/2017 Ford F350 Chassis Cab XL SRW w/Tommy Lift:

1. Wheel Base – 141”
2. GVWR - 10200 Lbs
3. Engine – 6.2L V8
4. Transmission – 6-Speed SelectShift Automatic
5. Gear Ratio – 3.73
6. Steering – Power Steering
7. Brakes – Standard 4 wheel disc
8. Tires – Standard 17”, LT245/75R17E
9. Spare Tire – Not Mounted, LT245/75R17E
10. Alternator - 157 Amp
11. Battery – Standard 12V, 650 CCA
12. Fuel Tank – 40 Gallon
13. Front Axle – Standard
14. Front Bumper – Standard
15. Rear Bumper – None
16. Interior – Steel
17. Radio – AM/FM Stereo with clock
18. Seat – HD Vinyl, 40/20/40 split bench w/center armrest, cup holder and storage
19. Gauges – Standard
20. Flooring – Black vinyl
21. Glass – Standard
22. Windshield – Top Shaded
23. Air Conditioning – Standard
24. Mirrors – Standard
25. Back-up Alarm – 97 decibel
26. Exterior Color – Oxford White
27. Shop Manual – 1 Set, Maintenance, parts and wiring diagram. CD acceptable
28. Pacific Truck Equipment Utility Bed #96401549 open top
29. Open tops to have diamond plate caps
30. Diamond plate rock guards at the outer lower front corners of the utility bed
31. Internal lock bar, one on each side
32. Heavy duty over cab rack
33. Line X bed liner
34. 6 Wire round trailer plug
35. 2” class 3 trailer hitch receiver
36. Combo trailer hitch insert with 2” ball
37. Tommy Lift, Model #54-1040-TP38, 1,000 lbs



ITEM #5 – 2016/2017 Ford F450 Chassis Cab XL DRW:

1. Wheel Base – 161"
2. GVWR – 16000 Lbs
3. Engine – 6.8L 3 Valve Gas SOHC EFI NA V10
4. Transmission - TorqShift 5-Speed Automatic
5. Gear Ratio – 4.88 Non-Limited-Slip
6. Steering – Power Steering
7. Brakes – Standard 4 wheel disc
8. Tires – Standard 19.5", 225/70R19.5G BSW A/S
9. Spare Tire – Not Mounted, LT245/75R17E
10. Alternator – 175 Amp
11. Battery – Standard 12-V 750CCA
12. Fuel Tank – 40 Gallon
13. Front Axle – Standard
14. Front Bumper – Standard
15. Rear Bumper – None
16. Interior – Steel
17. Radio – AM/FM Stereo w/clock
18. Seat – HD Vinyl, 40/20/40 split bench w/center armrest, cup holder and storage
19. Gauges – Standard
20. Flooring – Black Vinyl
21. Glass – Standard
22. Windshield – Top Shaded
23. Air Conditioning – Standard A/C
24. Mirrors: Standard
25. Backup Alarm – 97 decibel
26. Exterior Color – Oxford White
27. Shop Manual – 1 Set, Maintenance, parts and wiring diagram.
28. Floor Mats – All weather
29. Steps – 6" Angular Black molded-in-color running board
30. Open tops to have diamond plate caps
31. Diamond plate rock guards at the outer lower front corners of the utility bed
32. Internal lock bar, one on each side
33. Heavy Duty overcab rack
34. Line X bed liner
35. 6 wire round trailer plug
36. 2" trailer hitch receiver
37. Combo trailer hitch insert with 2" ball
38. Body - Pacific Model 138402054 VF combo body with open top. Built for 84" C.A. dual wheel chassis, with **additional body specifications as follows:**
 - Body to be 138" long x 94" wide x 40" high. Compartment depth 20". Floor width 54".
 - Compartment width dimensions (**No Exceptions**):
 - a) #1 vertical compartment must be minimum 38" wide with double doors
 - b) #2 vertical compartment must be maximum 24" wide.
 - c) #3 horizontal compartment must be minimum 46" wide.



- d) #4 underbody box must be 30" wide.
- Body construction to have 14 gauge electro-galvanized construction including end panels and compartment bottoms.
- Understructure: The front cross member must be 4" high x a minimum of 3/16" thick. The rear cross member and the (2) through members fore and aft in the wheel well area will be 10 gauge. There shall be a fifth 10 gauge channel member located over the axle. Legs of this channel shall be facing downward. There shall be additional 14 gauge 'hat' section members on approximately 8" centers. Additionally the rear cross member shall be braced with (2) 10 gauge corner gussets just below the member. All (4) corners, front and rear will have additional lap gussets.
- Shelving: must be 18 gauge heavy spangled galvanized steel with rolled edges for strength and safety. Removable and all adjustable, with single center point lock in place system. Shelves must be full width of compartments, wall to wall, **(No Exceptions)**. Hat type shelf hangers are **NOT** acceptable.
 - a) Curbside and Streetside #1 compartment have (2) adjustable shelves.
 - b) Curbside and Streetside #2 compartment have (2) each adjustable shelves.
 - c) Curbside and Streetside #3 compartment have (1) each adjustable shelf.
 - d) Curbside and Streetside rear underbody boxes shall remain empty.
- Doors: must be double panel, triple seal construction, with full neoprene seal cushion allowing no metal to metal contact between door and body. Doors must have 18 gauge outer skin and 20 gauge inner skin.
 - a) All weather stripping mount locations must be channel type to add greater strength to the body framework. Single flange type **NOT** acceptable.
 - b) Doors must have a full length gutter rail to channel water away from door openings.
 - c) Door hinges must be rolled type 5/16" rod. Hinge end sockets with nylon bushing.
 - d) Weather stripping must be "D" shaped 5/8" x 7/16" - exceeds industry standard. **(No Exceptions)**.
- The rear tailgate must be double panel 14 gauge construction and must be self-supporting. **(No support chain or hinging arms)** tailgate to have a slam action stainless steel paddle handle **(No Exceptions)**.
- 100% of body underside must be undercoated with heavy duty under seal, and all body seams must have heavy caulking.
- Open top compartments must have self-locking slam action lids with one hand support hardware and pneumatic self-opening lid suspension **(No Exceptions)**.
 - a) One piece rolled hinges on open top models for full length support.
 - b) All vertical doors to have double spring over center door stays. Pneumatic gas type are **NOT** acceptable.
 - c) Lock pockets must be polished stainless steel with chromed twist "T" handles on all doors, fully recessed from door surface with three point door locking system and push button type lock cylinders.
- The wheel wells must be aluminum extruded and mechanically fastened. **(No Exceptions)**
- Body must have overlapping vertical flanges at all compartment back seams.
- End panels must have top and bottom flanges at 90 degrees.
- Floor must 12 gauge heavy duty diamond plate.



- Body must be pretreated with high temperature phosphate before priming.
- Rear work platform to have 18" high removable stake gates constructed of apitong hardwood with metal stake sleeves and western style gate latches.
- Legal lights installed in rear fascia panel.
- Furnish and install a 4" rear channel dock bumper.

5. EQUIVALENT BRANDS

The District operates a Ford fleet and has determined Ford vehicles to be the district standard. The brands described and specified in this bid have been tested extensively and have been found satisfactory for District requirements. For optional equipment, any other brands offered as "equal" shall be accepted only after testing and have proven their capabilities to meet District needs. **Additionally, Bidder shall provide the manufacturer's specifications for each item checked as equal on the Bid Form.**

6. SAMPLES

All items referenced in this bid are "or equal" and are not meant to be restrictive. Bidder must indicate any exceptions or deletions to the specifications in their bid. Failure to do so will indicate that the bid is exactly as specified.

7. AWARD

a) Method

After the public bid opening, where the apparent low bid is identified, bids will be reviewed to ascertain that they are in compliance with the RFB requirements. Bidders may be deemed non-responsive for failure to comply with the requirements set forth herein. Evaluation of responsible Bidders will be based on, but not limited to such factors as ability to deliver products in a timely manner, appropriateness and quality of materials offered, length and scope of the warranties and pricing.

Items in this bid will be awarded individually. The District reserves the right to cancel or withdraw any item(s) before award and proceed with an award on the remaining items. If an alternate item is bid and rejected, it may result in rejection of that item.

b) Award Process

Once the lowest responsible/responsive Bidder has been determined, a Notification of Intent to Award will be issued to all Bidders who submitted a bid identifying the lowest responsible/responsive Bidder.

c) Commencement of Services

A Purchase Order will be issued once:

- Board authority is granted.
- Insurance requirements have been met, if applicable.
- Verification of current vendor W-9 Tax Form.

d) Reservations

The District reserves the right to:

- Reject any and all bids, or any part of any bid.
- Accept any part of the bids, at prices quoted, to the best advantage of the District, unless Bidder by indicating on bid positively limits his bid to "all or none".



- Waive any informality or minor irregularity in any bid.
- Tie bids will be awarded to the local vendor (if any). If a tie bid still remains award will be determined in compliance with Public Contract Code 20117.

Bids are subject to acceptance within sixty (60) days of closing date, and all bids shall remain irrevocably in effect for sixty (60) days after the bid closing date. A written purchase order furnished to the Bidder results in a binding contract without further action by either party.

8. CLARIFICATION AND INTERPRETATION

The words “must” or “will” or “shall” in this RFB indicate mandatory requirements. Taking exception to any mandatory requirement may be grounds for rejection of the bid.

The District wants to avoid any misunderstanding where it is assumed that a feature is included in the bid and turns out to be an optional, extra cost feature. Any features that are optional, extra cost items shall be clearly referenced as such in all correspondence, including RFB questions and the written Bid Form.

9. BID PROTEST PROCEDURE

Any Bidder may file a bid protest. The protest shall be filed in writing with the District’s Assistant Purchasing & Contracts Director not more than five (5) business days after the date of the Notice of Intent of Award. An e-mail address shall be provided and by filing the protest, protesting Bidder consents to receipt of e-mail notices for purposes of the protest and protest related questions and protest appeal, if applicable. The protest shall specify the reasons and facts upon which the protest is based.

a) Resolution of Bid Controversy

Once the bid protest is received, the apparent lowest responsible Bidder will be notified of the protest and the evidence presented. If appropriate, the apparent low Bidder will be given an opportunity to rebut the evidence and present evidence that the apparent low Bidder should be allowed to perform the work. If deemed appropriate by the District, an informal hearing will be held. District will issue a written decision within fifteen (15) calendar days of receipt of the protest, unless factors beyond the District’s reasonable control prevent such resolution. The decision on the bid protest will be copied to all parties involved in the protest.

b) Appeal

If the protesting Bidder or the apparent low Bidder is not satisfied with the decision, the matter may be appealed to the Purchasing & Contracts Director or their designee, within three (3) business days after receipt of the District’s written decision on the bid protest. The appeal must be in writing and sent via overnight registered mail with all accompanying information relied upon for the appeal and an e-mail address from which questions and responses may be provided to:

**LBUSD Purchasing & Contracts Branch
Attn: Toni Sampo
RFB: 25-1617
2201 E. Market Street
Long Beach, CA 90805**



c) Appeal Review

The Purchasing & Contracts Director or their designee shall review the decision on the bid protest from the Assistant Purchasing & Contracts Director and issue a written response to the appeal, or if appropriate, appoint a Hearing Officer to conduct a hearing and issue a written decision. The written decision of Purchasing & Contracts Director or the Hearing Officer shall be rendered within fifteen (15) calendar days and shall state the basis for the decision. The decision concerning the appeal will be final and not subject to any further appeals.

d) Reservation of Rights to Proceed with Project Pending Appeal

The District reserves the right to proceed to award the bid pending an Appeal. If there is a critical completion deadline, the District may choose to shorten the time limits set forth in this Section if written notice is provided to the protesting party. E-mailed notice shall be sufficient to constitute written notice. If there is no written response to a written notice shortening time, the District may proceed with the award.

e) Finality

Failure to comply with this Bid Protest Procedure shall constitute a waiver of the right to protest and shall constitute a failure to exhaust the protesting Bidder's administrative remedies.



SECTION B – GENERAL TERMS AND CONDITIONS

1. The detailed requirements of the Bid Proposal specifications shall supersede any conflicting provisions of these General Conditions.
2. Hereinafter the word "District" means the Board of Education or its authorized representative. The general specifications are for reference only. The District reserves the right to waive any minor variations from specifications and to evaluate the bid based on the determination of what is in the District's best interest and the ability of the items to perform the task for which they are being purchased. The District will make its determination based on specifications set forth in this bid and their applicability to the end-user's needs.
3. **ADDENDA:** The District reserves the right to modify and issue addenda to this RFB. A signed copy of all addenda shall be submitted as part of the bid. Failure to include the addenda may result in a non-responsive submittal. Addenda shall become a part of this RFB and any Agreement, which may result from this solicitation.
4. **AFFIRMATIVE ACTION:** The Long Beach Unified School District is an Affirmative Action/Equal Employment Opportunity Employer and in accordance with applicable state and federal law, does not discriminate in any employment practice on the basis of age (40 and over), ancestry, color, marital status, medical condition (cancer related), national origin, political or union affiliation, physical or mental disability, race, religion, sexual orientation or sex. This policy of affording equal employment opportunities to all persons is in keeping with provisions of Title VII and Title IX amendments of the United States Code, which protect persons against discrimination.
5. **ASSIGNMENT:** No contract awarded under this proposal shall be assigned except with the District's written approval.
6. **ASSIGNMENT BY BIDDER:** Assignment by Bidder to purchasing body rights under Federal law arising from purchase pursuant to bid: In submitting a bid to public purchasing body, the Bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 commencing with Section 16700) or Part 2 of Division 7 of the Business Professions Code, arising from purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the Bidder. The preceding provisions of this section shall be included in full in any specification for the public purchase and shall be included in full in the bid agreement or general provisions incorporated into the bid agreement.
7. **BID PREPARATION AND SUBMISSION:**
 - a. Bids received later than the time and date specified herein will not be considered and will be returned unopened to the Bidder (Government Code Section 53068).
 - b. All prices and other notations must be typewritten or legibly written in ink. Changes or corrections must be initialed in ink by the person signing the bid.
 - c. Bidders shall bid separately on each item, showing unit price and other required information. The unit price shall prevail.
 - d. Bidder shall quote no less than lowest net price, best delivery date, maximum discount terms for prompt payment of at least thirty (30) days, and list manufacturer and model # of the item offered.
 - e. Unless otherwise stated, bid specifications call for equipment and supplies that are new and unused, of current manufacture.
8. **CAUSE FOR CANCELLATION:** The District reserves the right to cancel any purchase order for any of the following reasons:
 - a. Unapproved brands being shipped to the District (brands not awarded on the bid).
 - b. Inferior quality of materials (any changes from approved bid items).
 - c. Unsatisfactory Service:
 - i. Numerous errors in deliveries, overages and shortages.
 - ii. Incorrect information regarding shipment on packing slip.
 - iii. Numerous delays in shipments.

The District will not be responsible for freight cost or restocking fee(s) regarding any cancelled order due to the reasons stated herein.
9. **CONTRACT DOCUMENTS:** The complete purchase agreement includes the following documents: The advertisement for bids (when required), the bid and purchase order conditions, the specifications and drawings, the bid of the supplier and its acceptance by the District, the purchase order, performance guarantee, and all amendments thereto. Any of these documents shall be interpreted to include all provisions of the other documents as though fully set out therein.
10. **DEFAULT BY BIDDER:** The District shall hold the Bidder responsible for any damage which may be sustained because of the failure or neglect of the Bidder to comply with any term or condition listed herein or in the purchase order, it being specifically provided and agreed that time shall be of the essence of the contract delivery requirements.

If the Bidder fails or neglects to furnish or deliver any of the materials, supplies or services listed herein at the prices named and at the time and places herein stated or otherwise fails or neglects to comply with the specifications and other terms of the contract, the



REQUEST FOR BIDS 25-1617 Vehicles

District may, upon written notice to the Bidder, cancel the contract in its entirety or cancel or rescind any or all items affected by such default, and may, whether or not the contract is canceled in whole or in part, purchase the materials, supplies or services elsewhere without notice to the Bidder. The prices paid by the District at the time such purchases are made shall be considered the prevailing market prices. Any extra cost incurred by such default may be collected by the District from the Bidder and the surety on the performance bond, if any.

11. **DELIVERY:** No equipment shall be accepted unassembled; all equipment shall be assembled prior to (or within three business days) after delivery; and no charges for transportation, handling, containers, packing, etc., will be allowed unless otherwise specified in the bid. All articles shall be subject to inspection and acceptance or rejection by the District.
12. **FORCE MAJEURE CLAUSE:** The parties to the contract shall be excused from performance there under during the time and to the extent that they are prevented from obtaining, delivering or performing by act of God, fire, strike, loss or shortage of transportation facilities, lockout, or commandeering of materials, products, plants or facilities by the government, when satisfactory evidence thereof is presented to the other party, provided that it is established that the non-performance is not due to the fault or neglect of the party not performing.
13. **PAYMENT:**
Payment will be made only to the firm name written on the bid. All cash discount (prompt payment terms) shall be taken and computed from the date of acceptance of material or the date of receipt of the invoice, whichever is later.
14. **PERMITS AND LICENSES:** Licenses must be legally held in the name as submitted on bid documents. The Bidder and all of his employees or agents shall secure and maintain in force such licenses and permits as are required by law, in connection with the furnishing of materials, articles or services herein listed.
15. **PRICING:** Unit prices shown on the bid shall be the price per unit of sale as stated herein. For any given item, the quantity multiplied by the unit price shall establish the extended price; the unit price shall govern in the bid evaluation and contract administration.
16. **PROMPT PAYMENT TERMS:** Cash discounts shall be considered in determining low bid if discount offered is for (30) day payment period or longer. Cash discounts for less than thirty (30) days shall not be considered in determining low bid.
17. **PROPERTY OF THE DISTRICT:** All bids and materials submitted become the property of the District and may be used by the District in any way it deems appropriate. In addition, bids received will be subject to the California Public Records Act.
18. **SAFETY AND LEGAL REQUIREMENTS:**
 - a. All materials, equipment or supplies referred to in the bid shall be in full compliance with the safety

orders and regulations of the Division of Industrial Safety of the State of California, product labeling and regulations of the California Department of Consumer Affairs, and the minimum standards of the O.S.H.A., and all other laws and ordinances applicable thereto.

- b. All electrical, radio and electronic equipment, materials, supplies and accessories called for in the specifications must bear the seal of approval of the Underwriters Lab., Inc., and/or the Electrical Testing Laboratories of the City of Los Angeles. Where seals of approval are not visibly identifiable, a signed statement of such approval shall be furnished to the District, if so requested.
 - c. Motor-driven or shock-hazard machinery and appliances must have a 3-wire cord (grounded) and 3-prong plug. If the item is "double-insulated" and so certified by U.L., grounding is not necessary.
 - d. When applicable, will be required to submit Material Safety Data sheets (MSDS) for the items awarded.
19. **TRADE-INS & ALTERNATIVE BID:** The District may offer to purchase certain items conditioned on the agreement of the Bidder to purchase designated equipment and remove same from the District, and stating in the bid the amount that may be deducted from the bid price for furnishing the new material, as provided in § 39523 and § 81454 of the Education Code. Condition of the equipment to be turned in is to be "as is". Equipment may be inspected if desired. Bidder may either offer an exchange allowance or an alternative quotation on the same item without trade-in.

Unless otherwise stated, bid specifications call for equipment and supplies that are new and unused, of current manufacture.

20. **WARRANTY:** Period shall begin on the date that the article is placed into service by the user. Each Bidder shall state in writing the warranty on parts and labor as applicable. Additionally, Bidder shall warrant all products to be free from defects in both materials and workmanship, and will guarantee replacement and/or full refund of the purchase price. Warranty period shall begin on the date that the article is placed into service by the user.
21. **WITHDRAWAL OR CHANGE OF BID:** Bids may be withdrawn only by letter or in person prior to the stated closing time. No change(s) or addition(s) or correction(s) or withdrawal of bids will be permitted after the stated closing time. Bids may only be withdrawn after closing with consent of the District.



COMPANY INFORMATION FORM

TO THE BOARD OF EDUCATION OF THE LONG BEACH UNIFIED SCHOOL DISTRICT

Honorable Members:

In compliance with the Request for Bids, the undersigned, acting for the firm named, hereby proposes and agrees, if this bid be accepted, to furnish the items and/or services at the prices quoted opposite each item, within the times indicated, and in accordance with the instructions, general conditions, and specifications set forth in these bid documents.

LEGAL FIRM NAME: _____

STREET ADDRESS: _____

CITY, STATE, ZIP CODE: _____

TELEPHONE: (_____) _____

E-MAIL: _____

TAX ID NUMBER: _____

NON-COLLUSION STATEMENT: Bidder hereby certifies that this bid is genuine and not collusive or made in the interest or behalf of any person not herein named, and that the Bidder has not directly or indirectly, induced or solicited any other Bidder to put in sham bid, or any other person, firm, or corporation to refrain from bidding, and the Bidder has not in any manner sought by collusion to secure for himself an advantage over any other Bidder.

OBJECTION TO TERMS: If the Bidder has any objections to the terms of this RFB, these objections must be clearly addressed, in writing, on the a cover letter which shall accompany the bid and shall specifically reference the particular section number, paragraph, and page number of the objection.

MANUAL SIGNATURE: _____

PRINTED NAME & TITLE: _____

DATE: _____



PIGGYBACK CLAUSE

COMPANY NAME: _____

For the term of the agreement and any mutually agreed extensions pursuant to this request for bids, **at the option of the vendor**, other school districts, community college districts, any public corporation or agency, including any county, city, town or public corporation or agency within the State of California, may purchase the identical item(s) at the same price and upon the same terms and conditions pursuant to sections 20118 of the Public Contract Code.

The Long Beach Unified School District waives its right to require such other districts and offices to draw their warrants in the favor of the District as provided in said Code sections.

Acceptance or rejection of this clause will not affect the outcome of this bid.

(Please initial one of the following)

Piggyback option granted _____

Piggyback option not granted _____

EXCLUSIONS: _____



BID FORM

COMPANY NAME: _____

2016 MODELS

Item	Qty	UOM	Description	As Spec'd or Equal	Unit Price
1	2	EACH	ITEM #1 - 2016 Ford Transit Connect Cargo Van XL	<input type="checkbox"/> As Spec'd <input type="checkbox"/> Equal	
2	1	EACH	ITEM #2 - 2016 Ford E350 Cutaway/Stripped Chassis Cab	<input type="checkbox"/> As Spec'd <input type="checkbox"/> Equal	
3	4	EACH	ITEM #3 - 2016 Ford F350 Chassis Cab XL SRW	<input type="checkbox"/> As Spec'd <input type="checkbox"/> Equal	
4	1	EACH	ITEM #4 - 2016 Ford F350 Chassis Cab XL SRW w/Tommy Lift	<input type="checkbox"/> As Spec'd <input type="checkbox"/> Equal	
5	1	EACH	ITEM #5 – 2016 Ford F450 Chassis Cab XL DRW	<input type="checkbox"/> As Spec'd <input type="checkbox"/> Equal	

2017 MODELS

Item	Qty	UOM	Description	As Spec'd or Equal	Unit Price
1	2	EACH	ITEM #1 - 2017 Ford Transit Connect Cargo Van XL	<input type="checkbox"/> As Spec'd <input type="checkbox"/> Equal	
2	1	EACH	ITEM #2 - 2017 Ford E350 Cutaway/Stripped Chassis Cab	<input type="checkbox"/> As Spec'd <input type="checkbox"/> Equal	
3	4	EACH	ITEM #3 - 2017 Ford F350 Chassis Cab XL SRW	<input type="checkbox"/> As Spec'd <input type="checkbox"/> Equal	
4	1	EACH	ITEM #4 - 2017 Ford F350 Chassis Cab XL SRW w/Tommy Lift	<input type="checkbox"/> As Spec'd <input type="checkbox"/> Equal	
5	1	EACH	ITEM #5 – 2017 Ford F450 Chassis Cab XL DRW	<input type="checkbox"/> As Spec'd <input type="checkbox"/> Equal	