



# Mobile County PUBLIC SCHOOLS

1 Magnum Pass | Mobile, Alabama 36618 | 251-221-4000 | www.mcps.com

**BOARD OF SCHOOL COMMISSIONERS**  
Reginald A. Crenshaw, Ph.D., President - District 3  
William C. Foster, Ed.D., Vice President - District 5  
L. Douglas Harwell, Jr. - District 1  
Don Stringfellow - District 2  
Sherry Dillihay-McDade - District 4

**SUPERINTENDENT Chresal D. Threadgill**

Purchasing Department  
Phone (251)221-4473  
Fax (251)221-4472  
purchasing.mcps.com

Bid No. 21-84  
BUYER: Rhonda Williams

October 18, 2021

**INVITATION TO BID**  
**RE-BID AUTOMOTIVE PARTS BID**  
**TRANSPORTATION DEPARTMENT**

Sealed proposals will be received by the Board of School Commissioners of Mobile County, Alabama at its Purchasing Department, 1 Magnum Pass, Mobile, Alabama 36618, until **Monday, November 1, 2021 @ 2:30 PM** at which time they will be publicly opened and read aloud.

1. The submission of the bid by the vendor, acceptance and award of the bid by the School Board of Mobile County, Alabama, and subsequent purchase orders issued against said award shall constitute a binding, enforceable contract. Unless stipulated in the bid documents, no other contract documents shall be issued.
2. The undersigned, as bidder, hereby declares that I have examined the Instructions, General Terms, Conditions and Specifications, and affirm that I have not been in any agreement or collusion among bidders, employees of the Mobile County Public School System, or prospective bidders in restraint of freedom of competition. Furthermore, I understand that fraudulent and collusive bidding is a crime and can result in fines and prison sentences.
3. Bidder has become fully familiar with the general terms, conditions and specifications of this bid request and agrees to abide by all conditions stated herein:
4. **Bidder agrees to VISA® Virtual Credit Card Program through AOC/Regions Bank for invoice payments in place of a check to pay for purchases from this solicitation. See payment terms for more information.**

**PLEASE PRINT OR TYPE BELOW**

Legal Name of Vendor: \_\_\_\_\_

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

City, State, Zip Code: \_\_\_\_\_

(List Toll Free Number if Applicable)

Telephone Number: \_\_\_\_\_ Fax \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature of Bidder

\_\_\_\_\_  
Authorized Name(Typed or Printed)

\_\_\_\_\_  
Director of Purchasing  
Mobile County Public Schools

\_\_\_\_\_  
Name(Typed or Printed)

**THIS COMPLETED FORM MUST APPEAR AS THE TOP SHEET FOR ALL BIDS SUBMITTED**

## VENDOR BID REGISTRATION

Vendors:

Our records indicate you are registered to receive “Invitation to Bids” from Mobile County Public School System. The Mobile County School System is changing the way vendors are notified for Invitation to Bids. Currently, we are sending post card notifications by US Mail to all vendors who are registered.

The NEW NOTIFICATION PROCESS will begin and consist of the vendor receiving an email notification of Invitation to Bids. A web site has been established for vendors to register and select the bid categories from which they want to receive bid invitations. These are the steps you need to take:

1. Go to <https://bidreg.mcpss.com/ezregistration.html>
2. Select “New Applicant” and you will create a user name and password, and then follow the prompts.
3. Please note the email bid notifications will be sent from [bidnotify@mcpss.com](mailto:bidnotify@mcpss.com) save this in your address directory to prevent email being sent to SPAM.

Even though vendors are currently registered to receive bids, all vendors MUST register in the new database in order to receive an ITB “Invitation to Bid” . If you do not register, you will not receive an ITB. Also, all vendors are responsible for maintaining their vendor profile in the database for such things as address, contact info, email, bid categories, etc..... This information needs to stay current to assure you receive ITB’s. I would strongly encourage vendors to visit MCPSS.com once a week to be knowledgeable of all bid activity.

Thank you for your cooperation as this will allow us to drastically reduce postage costs and work more efficiently. Please feel free to contact us if you have questions at 251-221-4473.

**GENERAL TERMS AND CONDITIONS**  
**MOBILE COUNTY PUBLIC SCHOOL'S PURCHASING DEPT.**

**1. ALABAMA IMMIGRATION LAW COMPLIANCE:**

**As a Contractor/Vendor as defined in the Act, to the Local Board of Education (Board), it is crucial to your relationship (future or continuing) with the Board that you comply with the Immigration Reform Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Accordingly please provide your Affidavit of Immigration Compliance. These documents can be found in the following bid package along with a compliance check list.**

**2.ADDITIONAL ORDERS:** Unless it is specifically stated to the contrary in the bid response, the School District reserves the option to place additional orders against a contract awarded as a result of this solicitation at the same terms and conditions; to extend the renewal date until a new bid is in place, if it is mutually agreeable.

**3. ADDENDA:** If it becomes necessary to revise any part of this bid, a written addendum will be provided to all bidders that are **registered** with the Purchasing Department. The Board is not bound by any oral representations, clarifications, or changes made in the written specifications by the school's employees, unless such clarification or change is provided to bidders in written addendum form from Purchasing Department.

**4. APPLICABLE LAW:** This contract shall be construed and interpreted according to Alabama Law.

**5. ASSURANCE OF NON-CONVICTION OF BRIBERY:** The bidder hereby declares and affirms that, to its best knowledge, none of its officers, directors, or partners and none of its employees directly involved in obtaining contracts has been convicted of bribery, attempted bribery or conspiracy to bribe under the laws of any state or Federal government.

**6. AWARD CONSIDERATION:** The following factors will be considered in determining the lowest **responsible** bidder:

Overall quality, Conformity with specifications both general and specific, Purposes for which materials or services are required, Delivery dates and time required for delivery, Unit acquisition cost, financial ability to meet the contract, previous performance, facilities and equipment, availability of repair parts, experience, delivery promise, terms of payments, compatibility as required, other costs, and other objective and accountable factors which are reasonable.

**7. BID AND PERFORMANCE SECURITY:** If bid security is required, a bid bond or cashier's check in the amount indicated on the bid cover must accompany the

bid and be made payable to Board of School Commissioners of Mobile County. Corporate or certified checks are not acceptable. Bonds must be in a form satisfactory to the School District and underwritten by a company licensed to issue bonds in the State of Alabama. If bid security fails to accompany the bid, it shall be deemed unresponsive, unless the Purchasing Manager deems the failure to be nonsubstantial. All checks will be returned to the bidders within five (5) days after the contract has been Board approved. If a performance bond is required, the successful bidder will be notified after the awarding of the contract.

**8.BRAND NAMES:** The name of a certain brand, make, model number, manufacturer, or definite specification is to denote the quality standard of the article desired, but does not restrict the bidder to the particular brand, make, model number, manufacturer, or specification named. It is set forth to convey the general style, character, and quality of the item desired to the prospective bidder. Whenever the words "or approved equal" appear in the specifications, they shall be interpreted to mean an item of material or equipment similar to that named, which is approved by the Purchasing Department or their designated representatives. The burden of proof that alternate brands are in fact equal or better falls on the bidder, and proof must be to the Board's satisfaction.

**9. CONFLICT OF INTEREST:** Section 36-25-9 of the Code of Alabama states: "No member of any county or municipal agency, board, or commission shall vote or participate in any matter in which the member or family member of the member has any financial gain or interest" Employees may not use their offices or positions for personal gain and must adhere to applicable provisions of the Alabama Ethics Law and the MCPSS Board policy 6.10 concerning Ethics. Further information can be found on both the Alabama Ethics Commission's and MCPSS Website.

**10.DELIVERY OF BIDS:** Bids must be received in the Purchasing Office by the the date and time specified on the bid cover. All bids will be accepted until the time and date stated on the bid cover. No bids will be accepted that extend past the time and date on the bid cover. The time of receipt shall be determined by the time clock stamp in the Purchasing Department. Bids submitted by U.S. Mail must be addressed to the Board of School Commissioners, Purchasing Office, P.O. Box 180069, Mobile, AL 36618; when using other couriers, send to the Board of School Commissioners, Purchasing Office, 1 Magnum Pass, Mobile, AL 36618. The School District accepts no responsibility for premature opening

## **GENERAL TERMS AND CONDITIONS**

### **MOBILE COUNTY PUBLIC SCHOOL'S PURCHASING DEPT.**

of bid response not properly identified or late arrival of a bid response for whatever reason. No fax or emails will be accepted. The Board will not be responsible in the event the U.S. Postal Service or any other courier system fails to deliver the proposal to the Board of School Commissioners, Purchasing Department by the time stated in the bid request. All bids shall remain firm for acceptance by the Board for a period of 60 days from the date of bid opening.

If the School System is closed for any reason, including but not limited to: Acts of God, strikes, lockouts, riots, acts of war, epidemics, governmental regulations superimposed after the fact, fire, earthquakes, floods, or other natural disasters (the "Force Majeure Events") which closure prevents the opening of bids at the advertised date and time, all bids received shall either be publicly opened and read aloud on the next business day that the department opens at the advertised time or the bid opening will be extended by sending out an addendum that states the new date and time to all registered bidders.

**11.ERRORS IN BIDS:** Bidders are assumed to be informed regarding conditions, requirements, and specifications prior to submitting bids. Failure to do so will be at the bidder's risk. Bids already submitted may be withdrawn without penalty prior to bid opening. Errors discovered after the bid opening may not be corrected.

#### **12. FEDERAL MONIES**

**Expenditure of federal monies require the bidder to comply with all applicable standards, orders, or regulations issued pursuant to the following:**

Clean Air Act (42 U.S.C. 7401-7671q); Federal Water Pollution Control Act as amended (22 U.S.C. 1251-1387) Buy American provision (7 CFR §210.21); Equal Employment Opportunity (41 CFR §60); Davis-Bacon Act (40 U.S.C. 3141-3148) ;Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708); Rights to Inventions Made Under a Contract or Agreement (37 CFR §401.2); Debarment and Suspension (Executive Orders 12549 and 12689), Copeland "Anti-Kickback" act (18 U.S.C. 874 and 40 U.S.C. 276c) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) Procurement of Recovered Materials (See §200.322) National Defense Authorization Act (NDAA) Section 889

#### **13.HAZARDOUS AND TOXIC SUBSTANCES:**

Bidder must comply with all applicable Federal, State, County and City laws, ordinances and regulations relating to hazardous and toxic substances, including such laws, ordinances and regulations pertaining to

information hazardous and toxic substances, and as amended from time to time. Bidder shall provide the School District with a "Material Safety Data Sheet" if required.

#### **14. INVOICING, DELIVERY, PACKAGING:**

Invoices shall be prepared only after ordered materials have been delivered. Payment will be made in accordance with Terms of Payment in the Minimum Specifications. **District personnel may choose to use a VISA® Purchasing Card and E-Payables process for invoice payments in place of a check to pay for purchases from this solicitation. Unless exception is noted in the bid response, the bidder by submitting a bid, agrees to accept the VISA® purchasing card and E-Payables process, as an acceptable form of payment and may not add additional service fees/handling charges to purchases made with the VISA® purchasing card. Refusal to accept this condition may cause your bid to be declared non-responsive.**

All invoices must show the purchase order number. Vendors shall not ship any material without an authorized purchase order from the Board of School Commissioners of Mobile County or local school. All packages delivered must show the purchase order number. The successful bidder will be required to furnish all materials, equipment, and/or service called for at the bid price quoted. In the event the bidder fails to deliver within a reasonable period of time, as determined by the Board, the right is reserved to cancel the award and subsequent purchase order and purchase from the next lowest responsible bidder the items needed. The original bidder will be back charged the difference between the original contract price and the price the Board has to pay as a result of the failure to perform by the original contractor. All bids will remain firm for acceptance for 60 days from the date of bid opening. Prices shall be net F.O.B.; School Site, Mobile County, AL. The title and risk of loss of the goods will not pass to the Board, Departments, Schools until receipt and acceptance takes place at the F.O.B. point.

**15. INSPECTION OF PREMISES:** At reasonable times, the Board may inspect those areas of the contractor's place of business that are related to the performance of a contract. If the Board makes such an inspection, the contractor must provide reasonable assistance. The Board reserves the right on demand and without notice all the vendor's files associated with a subsequent contract where payments are based on contractor's record of time, salaries, materials, or actual

## **GENERAL TERMS AND CONDITIONS**

### **MOBILE COUNTY PUBLIC SCHOOL'S PURCHASING DEPT.**

expenses. This same clause will apply to any subcontractors assigned to the contract.

**16. INSURANCE:** If a contract results from this bid, the contractor shall maintain such insurance as will indemnify and hold harmless the School District from Workmen's Compensation and Public Liability claims for property damage and personal injury, including death, which may arise from the contractor's operations under this contract, or by anyone directly or indirectly employed by him/her.

**A. LIMITATION TO DAMAGE:** In no event shall the BOARD or any of its Commissioners, officers, employees, agents, or servants be liable to the Contractor or Vendor for any direct or indirect, special, consequential, or incidental damages or lost profits or punitive damages, arising out of or related to this bid document, or to the performance of or breach of any provision hereof.

**17. INVITATION TO BID:** Any provisions made in the Invitation for Bid supersedes any provisions outlined here in the General Terms and Conditions.

**18. NON-DISCRIMINATION:** The Board provides equal opportunities for all businesses and does not discriminate against any vendor regardless of race, color, creed, sex, national origin, or disability in consideration for an award.

**19. PRODUCT TESTING:** Vendor shall incur all cost involved in obtaining an Independent Laboratory Test if the Board deems necessary during the term of the contract or before the contract is awarded. The Board reserves the right to request a demonstration of any product or service before making the award at no additional cost to the school district. The time frame of the testing will be mutually agreed upon by both parties.

**20. PATENTS:** Bidders guarantees that the sale and/or use of goods will not infringe upon any U.S. or foreign patent. Bidder will at his/her own expense, indemnify, protect and save harmless the School District, employees on any claims arising out of the purchase of goods or services.

**21. PROTESTS:** Any protest to the Board's consideration of any bid must be submitted in writing and received by the Purchasing Director no later than five (5) calendar days after awarding date of the bid. If needed, The Chief Financial Officer will send a written reply to the protesting bidder. The Board of Education is the final authority on issues relating to this contract. The Purchasing Director is the Board's representative in the award and administration of this contract, and will issue and receive all documents, notices and correspondence.

The decision of the Board of Education is final, conclusive, and binding on all parties concerned.

**22. PREPARATION OF BID:** All bids shall be typewritten or in ink on the form(s) prepared by the Board. Bids prepared in pencil will not be accepted. All proposals must be signed by officials of the corporation or company duly authorized to sign bids. Any bid submitted without being signed will automatically be rejected. All corrections or erasures shall be initialed and dated by the person authorized to sign bids. If there are discrepancies between unit prices quoted and extensions, the unit price will prevail.

**23 PRICING:** Prices quoted shall be delivered prices and shall include any and all costs, charges, taxes, and fees i.e. the Board shall only pay the price and amount quoted and nothing more.

**24. PURCHASES:** Once the bid is board approved, a letter will be issued to the awarded vendor(s). This letter does not authorize to make purchases. Purchase orders will be issued as authorization for all purchases.

**25. QUESTIONS/CONTACT:** All questions must be directed to the buyer listed on the particular bid. Clarification will be made only by written addenda sent to all registered bidders. The Board will not be responsible for verbal answers regarding the intent or meaning of the specifications or for any verbal instructions given prior to the bid opening. Bidders shall not contact any member of the Mobile County School Board, Superintendent, or Staff regarding this bid prior to such bid has been Board approved. Any such contact shall be cause for rejection of your proposal.

**26. REJECTION OF BIDS:** Mobile County School District reserves the right to accept or reject any or all bids in whole or in part for any reason, to waive technicalities or informalities, or to advertise for new proposals, if, in the judgment of the awarding authority, the best interest of the School District will be promoted thereby. Bidders may be disqualified and rejection of proposals may be recommended to for any of (but not limited to) the following causes: Failure to use the bid forms furnished by the Board of School Commissioners, Lack of signature by an authorized representative on the bid form, Failure to properly complete the bid form and vendor compliance, Default on previous contracts, Evidence of collusion among bidders, Unauthorized alteration of the bid form. On the final board approved bid tabulation, a written justification of all bidders that were rejected will be presented and made public.

**27. SAMPLES:** Bidders will not be required to furnish samples at the time of bid opening, unless specifically

**GENERAL TERMS AND CONDITIONS**  
**MOBILE COUNTY PUBLIC SCHOOL'S PURCHASING DEPT.**

called for. The Board reserves the right to request samples after bid opening to assist in the evaluation of proposals submitted.

**28. TABULATION:** Bid results are posted on Purchasing's web site, and will remain for sixty (60) days after the posting date. The awarding bidders will be sent a written notification via mail.

**29. TERMINATION BASED ON LACK OF FUNDING:** Any contract awarded as a result of this solicitation will be subject to funding and continued appropriation of sufficient funds for the contract. For purposes of this solicitation, the appropriating authority is deemed to be the Board of School Commissioners of Mobile County. Insufficient funds shall be the grounds for immediate termination of this solicitation.

**30. TERMINATION FOR THE CONVENIENCE OF THE BOARD:** The performance of the work or services under a contract as a result of this solicitation may be terminated in whole or part, whenever the Purchasing Manager shall deem that termination is in the best interest of the School District. Such determination shall be in the sole discretion of the Purchasing Manager. In such event, the School District shall be liable only for payment in accordance with the payment provisions of the contract for work or services performed or furnished prior to the effective date of termination. Termination hereunder shall become effective by delivery to contractor of written notice of termination upon which date the termination shall become effective.

**31. TERMINATION FOR DEFAULT:** If an award results from this bid, and the contractor has not performed or has unsatisfactorily performed the contract, payment shall be withheld at the discretion of the School District. Failure on the part of the contractor to fulfill contractual obligations shall be considered just cause for the termination of the contract, and the contractor is not entitled to recover any costs incurred by the contractor up to the date of termination.

**A. FORCE MAJEURE:** The parties' under this agreement are subject to, and neither party shall be liable for delays, or failure to perform caused by or due to fire, flood, water, weather events, labor disputes, power outages, civil disturbances, or any other cause beyond the party's reasonable control

**32. WARRANTY:** The bidder expressly warrants that all articles, material and work offered shall conform to each and every specification, drawing, sample, or other description which is furnished to or adopted by the School District, and that it will be fit and sufficient for the purpose intended, merchantable, of good material and workmanship, and free from defect. The bidder

further warrants all items for a period of one year, unless otherwise stated, from the date of acceptance of the items delivered and installed or work completed. All repairs, replacements, or adjustments during the warranty period shall be at the bidder's sole expense.

**33. VENDOR LIST:** A bidder may be removed from the Qualified Vendor List if a vendor fails to respond to three (3) consecutive ITB's. A properly submitted "No Bid" is considered as a response and the vendor will receive credit for the response.

**THE BOARD MAY REJECT ANY BID FOR FAILURE BY THE BIDDER TO COMPLY WITH ANY REQUIREMENTS STATED ABOVE IN THE BID PROPOSAL OR IN ATTACHMENTS THERETO WHICH BECOME PART OF THE BID.**

**THE SCHOOL BOARD OF MOBILE COUNTY,  
ALABAMA**

---

**RUSSELL HUDSON**  
**DIRECTOR OF PURCHASING**

**MOBILE COUNTY BOARD OF EDUCATION  
PURCHASING DEPARTMENT  
RE-BID AUTOMOTIVE PARTS BID**

The Mobile County Board of Education is seeking bids for automotive parts and supplies for the Transportation Department within the Mobile County School System on an as needed basis throughout the period of the contract. The requirements of the Transportation Department needs are diverse, yet critical in terms of quality and customer service.

**The purpose of the re-bid is attempt get bids on categories that did not receive any bids from the recent previous bid (Bid #21-68) and to get bids on categories that only a few items were bid and the majority of the items in the category did not receive any bids.**

**Mobile County Public Schools is the largest school district in the State of Alabama. The Transportation Department currently services approximately 800 school buses and 300 service vehicles.**

In order to insure that Automotive Parts are provided and with the highest possible quality, the Mobile County Board of Education is interested in establishing a contract with a vendor experienced and qualified in such contracts and that will provide the quality of Automotive Parts requested in a professional and timely manner.

**This Request for Bid is based on open catalog and manufacturer price list, along with the price of core usage items.** There is no commitment to purchase any given quantity or number of products. The Transportation Department will purchase directly from the successful vendor awarded the contract when and as they choose. **Attachment A** is a list of items that we did not include on the core list but is bought regularly and should be included on the open catalog and manufacturer's price list.

**All bids must be shown as a percentage (%) discount from the manufacturer's catalog price list.** Bids are to be based on bidders current catalog of automotive supplies. Bidder shall indicate a percentage discount which may be taken from prices listed in their current catalog. Should the discount vary by category, the bidder must clearly identify the appropriate discount and category.

Each bidder **must** submit with their proposal, the catalog number, page number, manufacturer and model number of the items and prices from their current supply catalog and price schedule upon which the bid is based.

**It will be the responsibility of the bidder to keep catalog and price lists current.**

Vendor shall be required to have a local representative available to contact for product selection, pricing and warranty matters.

Nothing herein is intended to exclude any responsible vendor, his/her product or service or in any way restrain or restrict competition. On the contrary, all responsible vendors are encouraged to bid and their bids are solicited.

**MOBILE COUNTY BOARD OF EDUCATION  
PURCHASING DEPARTMENT  
RE-BID AUTOMOTIVE PARTS BID**

**BIDDER INSTRUCTIONS AND SPECIAL CONDITIONS**

All items shall be filled out and the signature of all persons shall be in longhand. Unless bids are submitted on these forms the Board may not consider them. All prices and quotations must be typed or written in ink. **Bids will not be accepted written in pencil.**

The use of a name of an item, model number or make in describing any item herein does not restrict bidders to that particular item. In setting forth these specifications, it is our intention and desire to offer equal opportunity to all bidders, within the framework of standards of quality and design herein established. The specifications indicate the quality and workmanship of the item(s) desired or acceptable, but the item(s) on which bids are submitted must, in all cases, be equal or bettering quality.

All items delivered shall be free from defects in materials and workmanship. Any and all items found to be defective or failing to meet specifications shall be deemed unacceptable, removed from the premises and replaced by the vendor at not cost to the Mobile County School Board.

All bids received shall guarantee items bid to meet or exceed specifications listed. If bidding other than as specified, pictures description and specifications shall accompany all bids. Bidders shall specify make and model bid.

Items furnished as a result of this bid and delivered to purchaser must meet or exceed the specifications indicated. Items not conforming to specifications may be rejected and returned at the vendor's expense.

All materials, equipment, etc. shall be new and of kind specified, and shall be in undamaged condition when turned over to the Mobile County School Board of Education. Vendors shall be responsible for making any claims for items received damaged in shipment.

**All prices submitted on this bid are to be delivered prices and shall not include any state or local sales tax.**



**MOBILE COUNTY BOARD OF EDUCATION  
PURCHASING DEPARTMENT  
RE-BID AUTOMOTIVE PARTS BID**

**PREPARATION OF BIDS:**

Bidders will prepare bids in accordance with the following:

1. All information required by the bid document will be furnished. The bidder will print or type its name, in ink, and manually sign the bid sheet. The bid sheet, with original signatures, must be submitted.
2. Unit prices will be shown when called for on the bid sheet, and where there is a conflict between the unit price and total price, the unit price will govern.
3. The Mobile County Board of Education is exempt from payment of Alabama State and Local sales taxes under **Title 51, Chapter 20, Section 786 (34)**.
4. By submitting a bid, each bidder certifies that it is a duly qualified, capable and bondable business entity that is not contemplating bankruptcy.

**CLARIFICATION OR OBJECTION TO BID DOCUMENTS:**

If a bidder wants a clarification of the bid documents, he or she must submit a written request to the Purchasing Manager. The Purchasing Manager must receive a request for clarification no later than ten (10) days prior to the scheduled bid opening.

Any objections to the bid documents will be in writing and received by the Purchasing Manager no later than ten (10) days prior to the scheduled bid opening.

**ADDENDUM:**

Any clarification of the bid documents will be made by an addendum. The Purchasing Manager may issue an addendum to the bid documents in response to clarification or objection, or for any other reasons the Board considers advisable. Once issued, an addendum becomes a part of the bid documents. A copy of the addendum will be mailed to each bidder.

**SUBMISSION OF BIDS:**

Bids and bid addendum(s) will be enclosed in a sealed envelope and submitted to the Purchasing Department. The name and address of the bidder, date of the bid opening, the bid title and bid number will be shown on the outside of the envelope.

**MOBILE COUNTY BOARD OF EDUCATION  
PURCHASING DEPARTMENT  
RE-BID AUTOMOTIVE PARTS BID**

Bids will be submitted on the forms provided in these bid documents. If not submitted on the forms provided bid might be rejected. Facsimile bids will not be accepted.

Each bidder agrees that their bid will remain firm and subject to acceptance by the Board for a period of sixty (60) calendar days from the bid opening date.

**LATE BIDS:**

Bids received after the times set for the bid opening will not be considered.

**REJECTION OF BIDS:**

The Mobile County Board of Education may reject a bid, but not limited to the following, if:

1. The bidder misrepresents or conceals any material fact in the bid.
2. The bid does not conform to the bid documents.
3. The bid does not comply with requirements, specifications and conditions of the bid document.
4. It is deemed in the best interest of the Mobile County Board of Education.

**ACCEPTANCE OF BID:**

Upon acceptance of a bid by the Board and issuance of a contract award or purchase order by the Purchasing Manager, the successful bidder will deliver the goods as specified at the stated price, within the time specified, and in accordance with all provisions of the bid documents.

**AWARD OF CONTRACT:**

Bids will be awarded to one or more bidders for each category. The contract will be awarded on evaluation of bids considering all essential factors and in a manner which will best serve the interest of the Mobile County Board of Education. It is not the policy of the Board to award contracts based on price alone, quality and suitability to purpose and the needs of the Board being controlling factors.

The purchasing history of the core items are unknown; Therefore, please submit pricing per each item listed on the proposal sheet and complete the grand total dollar amount of all core use items in their category. The grand total of the category along with percentage discounts taken from other items in the bidder's catalog will be considered. The other items chosen from the bidder's catalog will be at the discretion of the Purchasing Department. These "other items" are defined as items that may have been left off the original core list in the bid, but have since been determined core usage items.

**BID RESULTS:**

All bidders are encouraged to attend the bid opening. No information or opinion concerning the ultimate outcome will be given while consideration of the award is in progress. Bid award may be held for sixty (60) days pending evaluation and award.

**MOBILE COUNTY BOARD OF EDUCATION  
PURCHASING DEPARTMENT  
RE-BID AUTOMOTIVE PARTS BID**

**TECHNICAL REPRESENTATIVES:**

Any advice, approvals, or instructions given by the Board's staff, technical personnel or other representatives to any bidder are expressions of personal opinion the bid document unless included in an addendum. All questions must be directed to the Purchasing Manager.

**VENDOR TO PACKAGE GOODS:**

The successful vendor will package goods in accordance with good commercial practice and the carrier's requirements at its cost. Each shipping container will be clearly and permanently marked on the outside as follows:

1. The vendor's name and address
2. The Mobile County Public School's address and purchase order number
3. Container number and total number of containers, e.g. Box 1 of 4 boxes
4. Designation of container bearing the packing slip

The Board's count or weight will be final and conclusive on shipments not accompanied by packing lists.

**WARRANTY OF PRICE:**

The Board will pay the price for goods specified by the vendor's bid. The vendor warrants its price to be no higher than the vendor's current prices on orders by others for identical goods covered by this request for bid for others for similar quantities, under similar conditions, and methods of purchase. During the course of this contract, the vendor will inform the Board, and give the Board the opportunity to take advantage of any price decrease on items ordered to similar customers.

**SAFETY WARRANTY:**

Vendor warrants that the goods sold to the Board conform to the standards promulgated by the U.S. Department of Labor under the Occupational Safety and Health act (OSHA) as amended. In the event the goods do not so conform, the vendor must correct or replace the goods at the vendor's expense. If the vendor fails to do so within a reasonable time, the Board, at its discretion, may cause the correction to be made at the vendor's expense, or may return the goods at the vendor's expense and terminate this contract.

**PATENTS, INDEMNIFICATION, AND INFRINGEMENT:**

The vendor agree to indemnify, hold harmless and defend the Mobile Board of Education, its Superintendent, officers, agents and employees against all claims, suits, demands or damages for alleged or actual infringement or patents, copyrights or trademarks by the materials or goods furnished hereunder.

**MOBILE COUNTY BOARD OF EDUCATION  
PURCHASING DEPARTMENT  
RE-BID AUTOMOTIVE PARTS BID**

The vendor hereby covenants and agrees, at its sole cost and expense during the term of this agreement to indemnify and hold harmless the Mobile Board of Education, its Superintendent, officers, agents and employees against and from any and all claims or demands by or on behalf of any person, firm, corporation or governmental authority arising out of, attributable to or in connection with the use, occupation, possession of goods proposed in this bid, service area and operation or any work done in or about the same, or transaction of the vendor concerning the goods performance and rendered hereunder, including but without limitation any and all claims for injury or death to persons or damage to property. The vendor also covenants and agrees, at its sole cost and expense, to hold the Board and its officers, agents and employees from and against all judgments, costs, counsel fees, expenses and liabilities incurred in connection with any such claim and any action or proceeding brought thereon, and in case any action is brought against the Board or against any of the Mobile County Board of Education its Superintendent, officers, agents or employees, by reason of such claim, the vendor upon notice from the Board will resist and defend such action or proceeding by qualified counsel. However, the provisions of this section shall not apply to any claims arising from the negligent or willfully wrongful acts or omissions of the Mobile County Board of Education its Superintendent, officers, agents or employees.

The Mobile County Board of Education will not be held liable for any injury or damage to persons or property resulting from the use, misuse or failure of any equipment used by the vendor or any of vendor's agents, servants or employees, even if such equipment furnished by the Board to the vendor. The acceptance or use of any such equipment by the vendor shall be construed to mean that the vendor accepts full responsibility for, and agrees to indemnify the Board against any loss, liability and claims for any injury or damage whatsoever resulting from the use, misuse or failure of such equipment, whether such damage or injury is to an employee, agent or servant or the property of the vendor, other vendors, the Mobile County Board of Education its Superintendent, officers, agents, employees or other persons.

**PAYMENTS:**

The Board or local school upon satisfactory delivery and acceptance of goods and submission of an invoice will make payment to the address on the purchase order.

Payment terms are net sixty (60) days upon the satisfactory delivery of goods and submission of an acceptable invoice.

At a minimum, invoices will include:

1. Name, address and telephone number of the vendor and similar information in the event payment is to be made to a different address.
2. The purchase order number.
3. Accurate listing of goods.
4. Quantity, applicable unit prices, total prices and total invoice amount.
5. Any additional information called for by the Request for Bid.

**MOBILE COUNTY BOARD OF EDUCATION  
PURCHASING DEPARTMENT  
RE-BID AUTOMOTIVE PARTS BID**

**FOB POINT:**

Delivery of all goods under this contract will be made Free On Board (FOB) to final destination (Transportation Department or satellite sites), at the delivery address shown on each purchase order placed against this contract. The title and risk of loss of the goods will not pass to the Board, departments, offices or local school until receipt and acceptance takes place at the FOB point.

**INSPECTION AND ACCEPTANCE:**

The Board or local school receiving deliveries or issuing purchase orders under this contract will inspect and accept any and all deliveries made and may reject those items which are damaged or which do not conform to the specifications. The vendor is responsible for the proper labeling, packing and delivery to final destination, including replacement of rejected deliveries at no additional cost.

The vendor will assume all responsibilities and incur all liabilities during transportation, shipment and delivery.

It shall be the sole responsibility of the vendor to deliver all goods in good condition. Any goods damaged in shipping or delivery shall be the responsibility of the vendor who shall file any and all claims for damages with the carrier and shall promptly replace all damaged goods regardless of the status of claim against carrier.

The Mobile County Board of Education shall have no responsibility to accept delivery on behalf of neither vendor, nor liability for damages if it does accept delivery on behalf of vendor as a matter of courtesy or convenience. The vendor shall be solely responsible for deliveries.

**QUANTITY:**

There is no commitment to purchase any given quantity or number of products. All orders will be placed on an as needed basis.

Mobile County Public Schools reserves the right to negotiate on large purchases.

Bidders are cautioned that to incur financial obligation by purchasing goods not normally stocked for this bid will not be reason for reimbursement of cost incurred.

**WARRANTIES:**

The vendor warrants to the Board that all goods delivered will conform to the specifications, drawings or other descriptions furnished or incorporated by reference will be of merchantability quality, good workmanship, free from defects and fit for all purposes specified in this contract. The vendor will provide copies of applicable warranties or guarantees to the Purchasing Manager or other authorized personnel. The Board may return goods not meeting applicable warranties to the vendor at the vendor's expense.

**MOBILE COUNTY BOARD OF EDUCATION  
PURCHASING DEPARTMENT  
RE-BID AUTOMOTIVE PARTS BID**

**GRATUITIES:**

The Board may terminate this contract if the Board finds, after notice and hearing, that gratuities (in the form of entertainment, gifts or otherwise) were offered or given by the vendor, or any agent or representative of the vendor, to any officer or employee of the Board to secure favorable treatment with respect to the awarding, amending or making of any determination with respect to the performance of the contract.

**DELEGATION, SUBCONTRACTS, ASSIGNMENT:**

The vendor will not, without written consent of the Board, make any contract with any other entity for furnishing any of the completed or substantially completed goods covered by the contract or assign its obligations under this contract.

**PROTESTS:**

Any protest to the Board's consideration of any bid must be submitted in writing and received by the Purchasing Manager no later than five (5) calendar days after bid opening. The Purchasing Manager will send a written reply to the protesting bidder.

**DISPUTES AND APPEALS:**

The Board of Education is the final authority on issues relating to this contract. The Purchasing Manager is the Board's representative in the award and administration of this contract, and will issue and receive all documents, notices and correspondence.

If a protest is not resolved to a bidder's satisfaction, the bidder may submit a notice of appeal to the Superintendent of Schools through the Purchasing Manager within five (5) calendar days from the bidder's receipt of a reply to the protest. The decision of the Board of Education is final and conclusive and binding on all parties concerned.

**FORCE MAJEURE:**

In the event that the performance by either party of any of its obligations under this contract is interrupted or delayed by events outside of their control such as acts of God, war, riot or civil commotion, then the part is excused from such performance for the period of time reasonably necessary to remedy the effects of the events.

**TERMINATION FOR DEFAULT:**

Failure by either party to perform any of its provisions will constitute a default and breach of contract, in which case, the other party may require corrective action within ten (10) days from the date the defaulting party receives written notice citing the nature of the breach. Failure of the defaulting party to take corrective actions or to provide a satisfactory written reply excusing such failure within the prescribed ten (10) days will authorize the other party to terminate this agreement by written notice.

**MOBILE COUNTY BOARD OF EDUCATION  
PURCHASING DEPARTMENT  
RE-BID AUTOMOTIVE PARTS BID**

**COLLUSION:**

Any agreement or collusion among bidders or perspective bidders in restraint of freedom of competition, by agreement, to bid at a fixed price or to refrain from bidding or otherwise shall render bids of such bidders void and shall cause such bidders to be disqualified from submitting further bids to the Mobile County Board of Education future purchases.

**CONTRACT PERIOD:**

The Board will contract with the successful bidder(s) for a one year period beginning upon the date of Board approval of the bid. Annual renewal of the award will be made up to a maximum period of two years at the Boards sole option. Vendor performance will be a primary factor in renewal recommendations. The price submitted with the bid must remain firm for the first year of the contract.

**PRICE ESCALATION CLAUSE:**

During the period of this bid, the Board will allow price increases upon receipt of updated manufacturer price schedules as applicable. Updates must be submitted to the Purchasing Department for approval.

**FACTORS OF AWARD:**

The following criteria will be utilized in the evaluation and award of bid:

1. Price of core items; Catalog price after percentage discount
2. Responsiveness of the bid
3. Responsibility of the bidder
4. Vendor Performance

**EXPERIENCE:**

Bidder certifies that it has a minimum of five (5) years' experience in this field.

**REFERENCES:**

Bidder will supply, with the bid, the name and addresses of three (3) firms or school systems to which it has provided these types of goods in the past or with which it is under contract for such goods presently and the names of representatives who may be contacted for references and performance history. The Board reserves the right to utilize any other references other than what is provided by the bidder.

**MOBILE COUNTY BOARD OF EDUCATION  
PURCHASING DEPARTMENT  
RE-BID AUTOMOTIVE PARTS BID**

**RIGHT TO PURCHASE ELSEWHERE:**

The Mobile County Board of Education will not actively solicit bids, proposals, and quotations or otherwise test the market solely for the purpose of seeking alternative sources for the specified goods. If the contract term(s) are not met, the Board reserves the right to purchase elsewhere any and/or all items covered by this contract if available from another source.

**PURCHASE ORDERS:**

Board purchase order numbers must appear on all itemized invoices and packing slips. **The Board will not be held responsible for any order placed/delivered without a valid purchase order number.**

**INVOICES:**

Each order will be on a separate invoice and sent to the Accounts Payable Department. Bidder must submit original invoices for payment.

**RETURNS AND RESTOCKING CHARGES:**

The successful bidder must pick up the merchandise to be returned within twenty-four (24) hours. The Board will not pay restocking charges for merchandise that has been returned unless it is a specialty item and the user has been notified at the time of placement of the order, of the potential restocking charge. The bidder will issue a credit memo, to the user department/school within seven (7) calendar days of the return. For proper credit, all merchandise must be returned within 30 days after receiving.

**QUALIFICATIONS:**

Bidders shall have the capability in all aspects to fulfill the contractual requirements to the satisfaction of the Mobile County Board of Education.

**SPECIFICATIONS:**

**SCOPE:**

To provide for an annual **Automotive Parts and Supplies Contract** on an as needed basis throughout the period of the contract. A list of parts and supplies is listed as an attachment, and the list is to be considered items of heavy use that are purchased by the Transportation Department. The bidder is to use the list provided and offer pricing on such. The list does not identify any quantities on any of the items. The contract will be on an as needed basis with no guaranteed quantities. Both pricing on the heavy use list along with the percentage discount on all other catalog items will be a factor in the award.



**MOBILE COUNTY BOARD OF EDUCATION  
PURCHASING DEPARTMENT  
RE-BID AUTOMOTIVE PARTS BID**

**ALL FINISHES MUST MEET “NATIONAL RULE”:**

- Topcoats must have a manufacturer’s warranty/guarantee program in place with appropriate factory training for shop personnel at no additional cost to the school district.
- If successful bidder ceases affiliation with the manufacturer of awarded paint items, a new bid can be released and all items previously purchased for stock can be returned for full credit.
- Successful paint vendor shall carry a complete line of primers/sealers, reducers and related products for use in automotive and fleet refinishing applications.

**DELIVERIES:**

Deliveries shall be made within a maximum of five (5) days of an order. The successful bidder must be able to comply with the required delivery schedule. All delivery/shipping charges must be included in price.

**FOB:**

Delivery and freight charges (FOB Mobile County Public Schools, offices and departments) are to be included in discount price. The successful bidder must be able to comply with the agreed upon delivery schedule.

**ORDERS:**

Purchase order numbers are required for all orders.

**BACK ORDERS:**

The Transportation Department will be notified immediately when an item is on back order. The Transportation Department will be notified as to the expected delivery date.

**SUBSTITUTIONS:**

No substitutions will be allowed without the prior approval of the Purchasing Department.

**DEVIATIONS:**

Deviations from the specifications must be listed on an attached sheet. If none are listed IT IS UNDERSTOOD that there are no deviations from the specifications.

**MOBILE COUNTY BOARD OF EDUCATION  
PURCHASING DEPARTMENT  
RE-BID AUTOMOTIVE PARTS BID**

**BID CHECKLIST:**

Check Each Of The Following As The Necessary Action Is Completed.

- 1. The signature sheet has been signed
- 2. The bid percentage is included (w/manufactures name and/or category and catalog number
- 3. The price list of core use (heavy use) items
- 4. The minority questionnaire
- 5. The variance sheet
- 6. Addendum (if any) has been signed and is included
- 7. The mailing envelope has been properly addressed
- 8. The mailing envelope has been sealed and marked with the bid title, bid number and bid opening date.
- 9. Read all bid requirements and specifications
- 10. Catalog numbers and price list included
- 11. AOC Vendor Enrollment Data Sheet included
- 12. Immigration Law Compliance Forms
- 13. Vendor Disclosure Statement
- 14. The Debarment Sheet

**MOBILE COUNTY BOARD OF EDUCATION  
PURCHASING DEPARTMENT  
RE-BIDAUTOMOTIVE PARTS BID**

**PERCENTAGE DISCOUNT OF ALL OTHER ITEMS IN CATALOG INCLUDING ITEMS FROM ATTACHMENT A (OTHER THAN THOSE LISTED AS CORE USE ITEMS ON THE PRICING SHEETS).**

**BID SHEET:**

**Percentage Discount From Catalog:**

<b>Manufacturer(s)</b> _____	<b>Category</b> _____
_____ %	_____
Catalog Number      Discount Percent Figures	Discount Percent Words

<b>Manufacturer(s)</b> _____	<b>Category</b> _____
_____ %	_____
Catalog Number      Discount Percent Figures	Discount Percent Words

<b>Manufacturer(s)</b> _____	<b>Category</b> _____
_____ %	_____
Catalog Number      Discount Percent Figures	Discount Percent Words

<b>Manufacturer(s)</b> _____	<b>Category</b> _____
_____ %	_____
Catalog Number      Discount Percent Figures	Discount Percent Words

<b>Manufacturer(s)</b> _____	<b>Category</b> _____
_____ %	_____
Catalog Number      Discount Percent Figures	Discount Percent Words

The undersigned affirms that it is duly authorized to execute this contract on behalf of the bidder. The contract will be awarded to the lowest responsible responsive bidder. The Mobile County Board of Education reserves the right to reject any and all bids.

Does your company have a website that the manufacturer's products and discount pricing can be viewed? \_\_\_\_\_  
\_\_\_\_\_

# IMMIGRATION LAW COMPLIANCE

## CONFIRMATION REQUEST: AFFIDAVIT OF ALABAMA IMMIGRATION COMPLIANCE

### Vendor Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street Address* *Suite/Unit #*

\_\_\_\_\_ *City* *State* *ZIP Code*

Phone: ( ) \_\_\_\_\_ Alternate Phone: ( ) \_\_\_\_\_

### Please Read the attached Immigration Notice and Select one (1) of the Following:

The Alabama Immigration Law **DOES NOT** apply to the above named company. Please explain:

\_\_\_\_\_  
\_\_\_\_\_

The Alabama Immigration Law **DOES** apply to the above named company and the documents are on file with Mobile County School System

The Alabama Immigration Law **DOES** apply to the above named company and the **AFFIDAVIT OF ALABAMA IMMIGRATION COMPLIANCE** DOCUMENTS are ATTACHED with the Bid Response

The documents are available at [www.mcps.com/immigrataion](http://www.mcps.com/immigrataion) and [www.dhs.gov/e-verify](http://www.dhs.gov/e-verify)

\_\_\_\_\_  
*Employee Signature*

\_\_\_\_\_  
*Date*

# Mobile County School Board Accounts Payable Department

## What is a Virtual Credit Card?

The District has adopted the use of a VISA Virtual Credit Card powered by AOC/Regions Bank. AOC receives invoice and purchase order details from Accounts Payable and assigns a one-time use credit card number.

The VISA Virtual Credit Card allows the District to pay vendors via a credit card and turn around a vendor payment in a shorter time frame than the current paper check you now receive.

## How Does Virtual Credit Card Work?

- After goods are delivered and/or services rendered, vendors submit invoices to the Account Payable Department according to the current process.
- When Accounts Payable has authorization of a match (purchase order and invoice) and the invoice(s) are due for payment according to your current payment terms with the District the payment process begins.
- The vendor then receives an email notification of the payment from the District
- The vendor then logs into a secure site from the email received and puts in the assigned PIN number. Each payment notification will include the card number, expiration date, security code, payment amount and invoice and/or PO numbers.
- Once the vendor receives the email, the credit card has been authorized to be charged for the amount listed in the email. When the vendor charges the card as authorized in the email, the virtual card will no longer be available for charges. When the next payment is provided the vendor will receive a new card number, security code and expiration date with invoice amount and/or PO number.

## What are the Benefits to using the VISA Virtual Card?

- Receive payments 7 -10 days sooner; resulting in a quicker cash flow for day to day operations or investments.
- Reduce the cost of paper processing and employee time spent on preparing and making bank deposits.
- Void the risk of lost or stolen checks
- Quickly reduce outstanding accounts receivable balances.

## How do I Participate in the VISA Virtual Card Program?

Simply contact the Mobile County School Board Accounts Payable Department at (251)221-4437 and request to be enrolled in the VISA Virtual Card Program through AOC/Regions Bank.

## AOC/Regions Bank

### VISA Virtual Card Vendor Enrollment Data Elements

1. Vendor Number (Internal Use Only- MCPSS)
2. Vendor Name
3. Vendor Address
4. Accounts Receivable Contact Name
5. Accounts Receivable Contact Email
6. Accounts Receivable Contact Phone Number

**Vendor please provide and complete below:**

Vendor Name

---

Vendor Address

---

Vendor A/R Contact Name

---

Vendor A/R Email Address

---

Vendor A/R Phone Number

---

If you have any questions please contact Chuck Harben in Accounts Payable 251-221-4437 or email [charben@mcpss.com](mailto:charben@mcpss.com).

BOARD OF SCHOOL COMMISSIONERS  
MOBILE COUNTY PUBLIC SCHOOLS

VENDOR MINORITY QUESTIONNAIRE

BID NO#: 21-84

Please complete this form and return it with your bid proposal. Should you choose not to bid at this time, please complete this form and forward back to our office as soon as possible. It is necessary that you check all categories that apply to your company. Failure to comply could result in rejection of your proposal and/or removal of your name from our bidder's list, as we are now required to provide this information to the State Department.

VENDOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_

FAX #: \_\_\_\_\_

IS THE COMPANY MINORITY OWNED?:    \_\_\_ YES    \_\_\_ NO

IS THE COMPANY OWNED BY:            \_\_\_ MALE    \_\_\_ FEMALE    \_\_\_ BOTH

IS THE COMPANY INCORPORATED        \_\_\_ YES    \_\_\_ NO

ETHNICITY OF OWNERSHIP:

- \_\_\_ ASIAN AMERICAN
- \_\_\_ AMERICAN INDIAN
- \_\_\_ BLACK
- \_\_\_ DISABLED
- \_\_\_ HISPANIC
- \_\_\_ OTHER (*PLEASE SPECIFY*): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**SPECIFICATION VARIANCE SHEET  
BID ON: RE-BID AUTOMOTIVE PARTS BID  
BID NO: 21-84**

If bidding a substitute, bidder must identify in detail the differences on this sheet. Please include any other documents that will support your explanation. Failure to complete this document may result in rejection of bid.

ITEM #	EXPLANATION



---

**Certification Regarding Debarment, Suspension, and Other  
Responsibility Matters - Primary Covered Transactions**

---

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 1722-1733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

**(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)**

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
- (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - (b) have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
  - (d) have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

---

Organization Name

---

PR/Award Number of Project Name

---

Name(s) and Title(s) of Authorized Representative(s)

---

Signature(s)

---

Date

## INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this form, the prospective primary participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out on this form. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reasons of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction", "participant," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this form that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

# **VENDOR DISCLOSURE STATEMENT**

## **Information and Instructions**

Act 2001-955 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000. The disclosure statement is not required for contracts for gas, water, and electric services where no competition exists, or where rates are fixed by law or ordinance. In circumstances where a contract is awarded by competitive bid, the disclosure statement shall be required only from the person receiving the contract and shall be submitted within ten (10) days of the award.

A copy of the disclosure statement shall be filed with the awarding entity and the Department of Examiners of Public Accounts and if it pertains to a state contract, a copy shall be submitted to the Contract Review Permanent Legislative Oversight Committee. The address for the Department of Examiners of Public Accounts is as follows: 50 N. Ripley Street, Room 3201, Montgomery, Alabama 36130-2101. If the disclosure statement is filed with a contract, the awarding entity should include a copy with the contract when it is presented to the Contract Review Permanent Legislative Oversight Committee.

The State of Alabama shall not enter into any contract or appropriate any public funds with any person who refuses to provide information required by Act 2001-955.

Pursuant to Act 2001-955, any person who knowingly provides misleading or incorrect information on the disclosure statement shall be subject to a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed \$10,000.00. Also, the contract or grant shall be voidable by the awarding entity.

## **Definitions as Provided in Act 2001-955**

**Family Member of a Public Employee** - The spouse or a dependent of the public employee.

**Family Member of a Public Official** - The spouse, a dependent, an adult child and his or her spouse, a parent, a spouse's parents, a sibling and his or her spouse, of the public official.

**Family Relationship** - A person has a family relationship with a public official or public employee if the person is a family member of the public official or public employee.

**Person** - An individual, firm, partnership, association, joint venture, cooperative, or corporation, or any other group or combination acting in concert.

**Public Official and Public Employee** - These terms shall have the same meanings ascribed to them in Sections 36-25-1(23) and 36-25-1(24), Code of Alabama 1975, (see below) except for the purposes of the disclosure requirements of this act, the terms shall only include persons in a position to influence the awarding of a grant or contract who are affiliated with the awarding entity. Notwithstanding the foregoing, these terms shall also include the Governor, Lieutenant Governor, members of the cabinet of the Governor, and members of the Legislature.

Section 36-25-1(23), Code of Alabama 1975, defines a public employee as any person employed at the state, county or municipal level of government or their instrumentalities, including governmental corporations and authorities, but excluding employees of hospitals or other health care corporations including contract employees of those hospitals or other health care corporations, who is paid in whole or in part from state, county, or municipal funds. For purposes of this chapter, a public employee does not include a person employed on a part-time basis whose employment is limited to providing professional services other than lobbying, the compensation for which constitutes less than 50 percent of the part-time employee's income.

Section 36-25-1(24), Code of Alabama 1975, defines a public official as any person elected to public office, whether or not that person has taken office, by the vote of the people at state, county, or municipal level of government or their instrumentalities, including governmental corporations, and any person appointed to a position at the state, county, or municipal level of government or their instrumentalities, including governmental corporations. For purposes of this chapter, a public official includes the chairs and vice-chairs or the equivalent offices of each state political party as defined in Section 17-16-2, Code of Alabama 1975.

## **Instructions**

Complete all lines as indicated. If an item does not apply, denote N/A (not applicable). If you cannot include required information in the space provided, attach additional sheets as necessary.

The form must be signed, dated, and notarized prior to submission.



# State of Alabama Disclosure Statement

(Required by Act 2001-955)

ENTITY COMPLETING FORM

ADDRESS

CITY, STATE, ZIP

TELEPHONE NUMBER

(      )

STATE AGENCY/DEPARTMENT THAT WILL RECEIVE GOODS, SERVICES, OR IS RESPONSIBLE FOR GRANT AWARD

ADDRESS

CITY, STATE, ZIP

TELEPHONE NUMBER

(      )

This form is provided with:

- Contract   
 Proposal   
 Request for Proposal   
 Invitation to Bid   
 Grant Proposal

Have you or any of your partners, divisions, or any related business units previously performed work or provided goods to any State Agency/Department in the current or last fiscal year?

- Yes   
 No

If yes, identify below the State Agency/Department that received the goods or services, the type(s) of goods or services previously provided, and the amount received for the provision of such goods or services.

STATE AGENCY/DEPARTMENT	TYPE OF GOODS/SERVICES	AMOUNT RECEIVED
-------------------------	------------------------	-----------------

Have you or any of your partners, divisions, or any related business units previously applied and received any grants from any State Agency/Department in the current or last fiscal year?

- Yes   
 No

If yes, identify the State Agency/Department that awarded the grant, the date such grant was awarded, and the amount of the grant.

STATE AGENCY/DEPARTMENT	DATE GRANT AWARDED	AMOUNT OF GRANT
-------------------------	--------------------	-----------------

1. List below the name(s) and address(es) of all public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

NAME OF PUBLIC OFFICIAL/EMPLOYEE	ADDRESS	STATE DEPARTMENT/AGENCY
----------------------------------	---------	-------------------------

OVER

2. List below the name(s) and address(es) of all family members of public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the public officials/public employees and State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

NAME OF FAMILY MEMBER	ADDRESS	NAME OF PUBLIC OFFICIAL/ PUBLIC EMPLOYEE	STATE DEPARTMENT/ AGENCY WHERE EMPLOYED
-----------------------	---------	---	--

---



---



---

If you identified individuals in items one and/or two above, describe in detail below the direct financial benefit to be gained by the public officials, public employees, and/or their family members as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

---



---



---



---

Describe in detail below any indirect financial benefits to be gained by any public official, public employee, and/or family members of the public official or public employee as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

---



---



---



---

List below the name(s) and address(es) of all paid consultants and/or lobbyists utilized to obtain the contract, proposal, request for proposal, invitation to bid, or grant proposal:

NAME OF PAID CONSULTANT/LOBBYIST	ADDRESS
----------------------------------	---------

---



---



---

***By signing below, I certify under oath and penalty of perjury that all statements on or attached to this form are true and correct to the best of my knowledge. I further understand that a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed \$10,000.00, is applied for knowingly providing incorrect or misleading information.***

Signature \_\_\_\_\_ Date \_\_\_\_\_

Notary's Signature \_\_\_\_\_ Date \_\_\_\_\_ Date Notary Expires \_\_\_\_\_

*Act 2001-955 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000.*

# REQUIRED FEDERAL PROVISIONS FOR PROCUREMENT IN CNP PROGRAMS

## Title 2: Grants and Agreements

### PART 200—UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS

#### Subpart F—Audit Requirements Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See §200.322 Procurement of recovered materials. A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

# REQUIRED FEDERAL PROVISIONS FOR PROCUREMENT IN CNP PROGRAMS

Title 7: Agriculture  
PART 210—NATIONAL SCHOOL LUNCH PROGRAM  
Subpart E—State Agency and School Food Authority Responsibilities §210.21 Procurement.

- (d) Buy American—
- (1) Definition of domestic commodity or product. In this paragraph (d), the term ‘domestic commodity or product’ means—
    - (i) An agricultural commodity that is produced in the United States; and
    - (ii) A food product that is processed in the United States substantially using agricultural commodities that are produced in the United States.
  - (2) Requirement.
    - (i) In general. Subject to paragraph (d)(2)(ii) of this section, the Department shall require that a school food authority purchase, to the maximum extent practicable, domestic commodities or products.
    - (ii) Limitations. Paragraph (d)(2)(i) of this section shall apply only to—
      - (A) A school food authority located in the contiguous United States; and
      - (B) A purchase of domestic commodity or product for the school lunch program under this part.
- (f) Cost reimbursable contracts—
- (1) Required provisions. The school food authority must include the following provisions in all cost reimbursable contracts, including contracts with cost reimbursable provisions, and in solicitation documents prepared to obtain offers for such contracts:
    - (i) Allowable costs will be paid from the nonprofit school food service account to the contractor net of all discounts, rebates and other applicable credits accruing to or received by the contractor or any assignee under the contract, to the extent those credits are allocable to the allowable portion of the costs billed to the school food authority;
    - (ii)
      - (A) The contractor must separately identify for each cost submitted for payment to the school food authority the amount of that cost that is allowable (can be paid from the nonprofit school food service account) and the amount that is unallowable (cannot be paid from the nonprofit school food service account); or
      - (B) The contractor must exclude all unallowable costs from its billing documents and certify that only allowable costs are submitted for payment and records have been established that maintain the visibility of unallowable costs, including directly associated costs in a manner suitable for contract cost determination and verification;
    - (iii) The contractor's determination of its allowable costs must be made in compliance with the applicable Departmental and Program regulations and Office of Management and Budget cost circulars;
    - (iv) The contractor must identify the amount of each discount, rebate and other applicable credit on bills and invoices presented to the school food authority for payment and individually identify the amount as a discount, rebate, or in the case of other applicable credits, the nature of the credit. If approved by the State agency, the school food authority may permit the contractor to report this information on a less frequent basis than monthly, but no less frequently than annually;
    - (v) The contractor must identify the method by which it will report discounts, rebates and other applicable credits allocable to the contract that are not reported prior to conclusion of the contract; and
    - (vi) The contractor must maintain documentation of costs and discounts, rebates and other applicable credits, and must furnish such documentation upon request to the school food authority, the State agency, or the Department.
  - (2) Prohibited expenditures. No expenditure may be made from the nonprofit school food service account for any cost resulting from a cost reimbursable contract that fails to include the requirements of this section, nor may any expenditure be made from the nonprofit school food service account that permits or results in the contractor receiving payments in excess of the contractor's actual, net allowable costs.
- (g) Geographic preference.
- (1) A school food authority participating in the Program, as well as State agencies making purchases on behalf of such school food authorities, may apply a geographic preference when procuring unprocessed locally grown or locally raised agricultural products. When utilizing the geographic preference to procure such products, the school food authority making the purchase or the State agency making purchases on behalf of such school food authorities have the discretion to determine the local area to which the geographic preference option will be applied;
  - (2) For the purpose of applying the optional geographic procurement preference in paragraph (g)(1) of this section, “unprocessed locally grown or locally raised agricultural products” means only those agricultural products that retain their inherent character. The effects of the following food handling and preservation techniques shall not be considered as changing an agricultural product into a product of a different kind or character: Cooling; refrigerating; freezing; size adjustment made by peeling, slicing, dicing, cutting, chopping, shucking, and grinding; forming ground products into patties without any additives or fillers; drying/dehydration; washing; packaging (such as placing eggs in cartons), vacuum packing and bagging (such as placing vegetables in bags or combining two or more types of vegetables or fruits in a single package); the addition of ascorbic acid or other preservatives to prevent oxidation of produce; butchering livestock and poultry; cleaning fish; and the pasteurization of milk.

**In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.**

**Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.**

**To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:**

- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

**This institution is an equal opportunity provider.**

CORE USE ITEMS

**BID ON: RE-BID AUTOMOTIVE PARTS BID - TRANSPORTATION DEPARTMENT**  
**BID NO: 21-84**  
**OPENED: NOVEMBER 1, 2021 @ 2:30 PM**

ITEM	DESCRIPTION	PRICE	BUS AND MEDIUM TRUCKS BRAND/PART #	CATALOG #	PAGE #
<b>CATEGORY: ENGINE COMPONENTS</b>					
1	Coolant Boost pump, 3957323C91 or approved equal	\$ _____	_____	_____	_____
2	Fuel Pump Maxxfroce DT9 5010733R92, or approved equal	\$ _____	_____	_____	_____
<b>ENGINE COMPONENTS: GRAND TOTAL</b>		\$ _____			
<b>FUEL SYSTEM</b>					
1	Fuel Tank, 60 Gallon, 2507578C92 or approved equal	\$ _____	_____	_____	_____
2	Fuel Sending Unit, 6132731C91 or approved equal	\$ _____	_____	_____	_____
<b>FUEL SYSTEM: GRAND TOTAL</b>		\$ _____			
<b>FOAM PRODUCTS TO BE TRIAD FABCO ONLY</b>					
1	International Bus 2004 to present 39" Foam Envelope Back LR440200002, ICI13994 or approved equal.	\$ _____	_____	_____	_____



CORE USE ITEMS

ITEM	DESCRIPTION	PRICE	BRAND/PART #	CATALOG #	PAGE #
2	International Bus 2011 39" Foam Seatback IC23910, 3677444C4 or approved equal.	\$ _____	_____	_____	_____
3	Seat Back Cover, SC8112 or approved equal	\$ _____	_____	_____	_____
4	Seat Back Cover, SC4081 or approved equal	\$ _____	_____	_____	_____
5	Single Back Insert, F116601 or approved equal	\$ _____	_____	_____	_____
6	Double Back Insert, F118440 or approved equal	\$ _____	_____	_____	_____
7	Seat Belt, 2228744C1 or approved equal	\$ _____	_____	_____	_____
8	Seat Belt, 2236822C1 or approved equal	\$ _____	_____	_____	_____
9	Seat Belt 3609576C91 or approved equal	\$ _____	_____	_____	_____
10	Seat Belt 2208846C2 or approved equal	\$ _____	_____	_____	_____
11	Seat Belt 10038008 or approved equal	\$ _____	_____	_____	_____
12	Seat Tape, S12GN or approved equal	\$ _____	_____	_____	_____
<b>FOAM PRODUCTS: GRAND TOTAL</b>		<b>\$ _____</b>			
<b>CATEGORY: SAFETY, FIRST AID, SPECIAL NEEDS</b>					
1	Reverse Alarm, 12 V @ 97db, 442533001 Preco Model 230 or approved equal.	\$ _____	_____	_____	_____

CORE USE ITEMS

ITEM	DESCRIPTION	PRICE	BRAND/PART #	CATALOG #	PAGE #
2	Emergency Warning Triangle Kit, 1005 TRIKIT3 or approved equal.	\$ _____	_____	_____	_____
3	Certified Alabama First Aid Kit, 203045 or approved equal.	\$ _____	_____	_____	_____
4	Certified Body Fluid Refill Kit CSF200910R or approved equal.	\$ _____	_____	_____	_____
5	Crossing Arm Base, Specialty SMA78120 or approved equal	\$ _____	_____	_____	_____
6	Crossing Arm Base, Specialty SMC78190135 or approved equal	\$ _____	_____	_____	_____
7	Crossing Gate Wand 10052383 or approved equal	\$ _____	_____	_____	_____
8	Air Crossing Arm Base, 10031212 or approved equal.	\$ _____	_____	_____	_____
9	Crossing Gate Wand 10031212 or approved equal.	\$ _____	_____	_____	_____
10	C Gate Wands, Specialty, SMC68197 or approved equal.	\$ _____	_____	_____	_____
11	Horn, Low Note 3903524C91 or approved equal.	\$ _____	_____	_____	_____
12	Horn, High Note 3903986C91 or approved equal.	\$ _____	_____	_____	_____
13	Horn, Low Note 10049724 or approved equal.	\$ _____	_____	_____	_____
14	Horn, Low Note 10049723 or approved equal.	\$ _____	_____	_____	_____

CORE USE ITEMS

ITEM	DESCRIPTION	PRICE	BRAND/PART #	CATALOG #	PAGE #
15	Public Address System, 07-PAT 10505 or approved equal	\$ _____	_____	_____	_____
16	Public Address System, 2613000C1 or approved equal.	\$ _____	_____	_____	_____
17	Stop Arm Motor, 2607948C91 or approved equal	\$ _____	_____	_____	_____
18	Stop Arm Strobe Kit, SMA4307K or approved equal	\$ _____	_____	_____	_____
19	Public Address System, Microphone, TBB650110939 or approved equal	\$ _____	_____	_____	_____
20	Public Address System, Microphone, BLU 00097939 or approved equal	\$ _____	_____	_____	_____
21	Strobe Light Assy, Clear; Specialty Mfg or approved equal	\$ _____	_____	_____	_____
22	Stop Arm Motor, 5172K or approved equal	\$ _____	_____	_____	_____
23	Stop Arm Strobe Light, SMA4307K or approved equal	\$ _____	_____	_____	_____
24	Stop Arm Module, SMC5151 or approved equal	\$ _____	_____	_____	_____
25	Stop Arm Strobe Light, 515-400 SMC5151 or approved equal	\$ _____	_____	_____	_____
26	Stop Arm Diaphragm, SMC106 or approved equal	\$ _____	_____	_____	_____
27	Stop Arm Strobe Control, SMC1015 or approved equal	\$ _____	_____	_____	_____
28	School Bus Decal, 434519001 or approved equal	\$ _____	_____	_____	_____
29	School Bus Decal, 6800-0659, or approved equal	\$ _____	_____	_____	_____

CORE USE ITEMS

ITEM	DESCRIPTION	PRICE	BRAND/PART #	CATALOG #	PAGE #
30	Emergency Exit handle Decal, SB205FA or approved equal	\$ _____	_____	_____	_____
31	Back-up Alarm, 10045061 or approved equal	\$ _____	_____	_____	_____
<b>SAFETY, FIRST AID, SPECIAL NEEDS:</b>					
<b>GRAND TOTAL</b>		<b>\$ _____</b>			
 <b>SPECIAL NEEDS</b>					
1	Lift Cyl. C15-14.3, 0408NKS or approved equal	\$ _____	_____	_____	_____
2	Lift Cyl. C15-14.3, 10408KS or approved equal	\$ _____	_____	_____	_____
3	Lift Cyl. 915-3318NAKS or approved equal	\$ _____	_____	_____	_____
4	Lift Roll Stop, 33094A or approved equal	\$ _____	_____	_____	_____
5	Lift Circuit Board, 100159-001KS or approved equal	\$ _____	_____	_____	_____
<b>WHEEL CHAIR LIFT: GRAND TOTAL</b>		<b>\$ _____</b>			
 <b>CATEGORY: AIR CONDITION PARTS</b>					
1	Compressor, ABPN83304004 or approved equal	\$ _____	_____	_____	_____
2	Compressor, 94001801 or approved equal	\$ _____	_____	_____	_____
3	Compressor, 18-00093-05 or approved equal	\$ _____	_____	_____	_____
4	Blower Motor, 2607897C91, or approved equal	\$ _____	_____	_____	_____
5	Blower Motor, 2598644C1, or approved equal	\$ _____	_____	_____	_____

CORE USE ITEMS

ITEM	DESCRIPTION	PRICE	BRAND/PART #	CATALOG #	PAGE #
6	Blower Motor, 2586986C1, or approved equal	\$ _____	_____	_____	_____
7	A/C Dryer, 14-002888-00, or approved equal	\$ _____	_____	_____	_____
8	A/C Dryer, 800-1657, or approved equal	\$ _____	_____	_____	_____
<b>AIR CONDITION PARTS: GRAND TOTAL</b>		<b>\$ _____</b>			
<b>CATEGORY: BODY SHOP SUPPLIES</b>					
1	Air File Paper, KEY036 or approved equal	\$ _____	_____	_____	_____
<b>BODY SHOP SUPPLIES: GRAND TOTAL</b>		<b>\$ _____</b>			
<b>CATEGORY: WINDSHIELD GLASS</b>					
1	Window Latch, 2610206C91 or approved equal	\$ _____	_____	_____	_____
2	Windshield, 1/4, 2202543C3 or approved equal	\$ _____	_____	_____	_____
3	Window Glass, Standard, 00097162 or approved equal	\$ _____	_____	_____	_____
4	Emergency Window Glass, rear, 00097554 or approved equal	\$ _____	_____	_____	_____
5	Emergency Window Glass, Top or Bottom 00097562 or approved equal	\$ _____	_____	_____	_____
6	Windshield, Blue Bird 00357376 or approved equal	\$ _____	_____	_____	_____
7	Entrance Door Bottom Glass, 01780535 or approved equal	\$ _____	_____	_____	_____
8	Rear Dark Tint, 01858646 or approved equal	\$ _____	_____	_____	_____
9	Rear Emergency Top Glass, 2203470C1 or approved equal	\$ _____	_____	_____	_____

CORE USE ITEMS

ITEM	DESCRIPTION	PRICE	BRAND/PART #	CATALOG #	PAGE #
10	Window Glass, Standard 2205544C3 or approved equal	\$ _____	_____	_____	_____
11	Window Glass, Standard 2209530C1 or approved equal	\$ _____	_____	_____	_____
12	Rear Door Top Glass, 2209538C1 or approved equal	\$ _____	_____	_____	_____
13	Rear Door Bottom Glass, 2209540C1 or approved equal	\$ _____	_____	_____	_____
14	Rear Emergency Top Glass, 2209762C1 or approved equal	\$ _____	_____	_____	_____
15	Rear Emergency Bottom Glass, 2209764C1 or approved equal	\$ _____	_____	_____	_____
16	Entrance Door Glass Top, BLU0173159 or approved equal	\$ _____	_____	_____	_____
17	Entrance Dfloor Glass Bottom, BLU01780535 or approved equal	\$ _____	_____	_____	_____
18	Rear Quarter Glass, 2209760C1 or approved equal	\$ _____	_____	_____	_____
19	Rear Emergency Bottom Glass, 2203482C2 or approved equal	\$ _____	_____	_____	_____
20	International 2005-2008, IC Corp Body 2202541C3 or approved equal	\$ _____	_____	_____	_____
<b>WINDSHIELD GLASS GRAND TOTAL</b>		<b>\$ _____</b>			
<b>CATEGORY DOOR:</b>					
1	Steering Wheel Door Switch, 2590927C1 or approved equal	\$ _____	_____	_____	_____
2	Door Motor, SMA7514 or approved equal	\$ _____	_____	_____	_____
3	Door Switch, 2596166C1 or approved equal	\$ _____	_____	_____	_____

CORE USE ITEMS

ITEM	DESCRIPTION	PRICE	BRAND/PART #	CATALOG #	PAGE #
4	Door Kit, 2589963C91 or approved equal	\$ _____	_____	_____	_____
5	Door Switch, 00042457 or approved equal	\$ _____	_____	_____	_____
6	Door Lock, 00047119 or approved equal	\$ _____	_____	_____	_____
7	Door Lock, 427610002 or approved equal	\$ _____	_____	_____	_____
8	Door Switch, RBE13250 or approved equal	\$ _____	_____	_____	_____
<b>DOOR: GRAND TOTAL</b>		<b>\$ _____</b>	_____	_____	_____