

**MONROE CITY SCHOOL BOARD
POST OFFICE BOX 4180 - 2006 TOWER DR.
MONROE, LOUISIANA 71211-4180**

TELEPHONE: (318) 325-0601

FAX: (318) 322-2718

BID NO. MC27-04

BID TITLE: PRE-OWNED SCHOOL BUSES

**BIDS WILL BE ACCEPTED UNTIL
10:00 A.M. CST ON TUESDAY, OCTOBER 27, 2026**

NAME OF VENDOR SUBMITTING THIS BID: _____

MC27-04.BID

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1. PREPARING OF BIDS

1.1 Bidder Qualification Form

This appears at the end of the BID PROPOSAL and must be completed and made a part of the bid in order to qualify the bidder. The information that follows is required.

X *Bidder's Form of Business Organization*

Required solely for preparation of any contract documents for successful bidder.

X *Bidder Certification and Identification*

Failure to indicate the bidder's exact legal name may rule the bid irregular. **An unsigned bid is considered a no bid.**

X *Assignment*

The submission of a bid under the terms of these specifications constitutes agreement to the following antitrust provision: For good cause and as consideration for executing this purchase and/or contract, I/We hereby convey, sell, assign and transfer to the State of Louisiana all rights title and interest in and all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular goods or services purchased or acquired by the State of Louisiana pursuant to this purchase made by its agency, The Monroe City School Board.

1.2 Instruction To Bidders

These instructions define the condition of the bid solicitation and specification of the goods or services desired.

1.3 Special Conditions

Special Conditions found on succeeding pages, always supersede the INSTRUCTIONS TO BIDDERS when the two are in conflict.

1.4 Bid Proposal Form

Defines requirements of items to be purchased or work to be done and must be completed and submitted as a part of this bid. The **BIDDER** shall sign the **BIDDER QUALIFICATION FORM** and the **PREFERENCE FORM** in the spaces in accordance with LRS 38:2212.0, and return both the Bid Proposal Form and Bidder's Qualification Form.

X *Item Specifications*

Specifying a certain brand, make or manufacturer is to denote the quality, type and standard of the article desired. Articles offered must be new merchandise (unless specifically expected) and must be of equal or superior grade.

- It is recognized there may be other brands that could serve the needs of the school system. However, it should be understood by the bidder that the use of brand names and numbers in the specifications is to establish standards and styles of products that have been judged to meet the need of the school system. Such use of brand names is in no way designed or intended to restrict the bidding, but contrarily, to invite bids of comparable product that would equally satisfy the requirements stated herein. It is permissible to bid another brand, make and model product for evaluation as an approved equal to the specified brand. Equivalent brands that meet the approval of the Board will be accepted.

- The specifications are general in nature, and are not meant to exclude any responsible bidder from bidding. Minor variations from the specifications, not affecting quality or serviceability, will be considered. Bidder should note the exception(s) to the bid specification(s) and the proposed difference(s) to be offered inside the sealed bid envelope with a separate page marked Exceptions. Monroe City Schools and its approved agent(s) shall be the sole determiner of the suitability and/or quality of any deviation(s) from the specifications. Changes not noted will not be accepted after the awarding of the bid. Bidders are encouraged to call Mr. James Kelley, Purchasing Manager, at (318) 325-0601 Ext. 3034, for any questions, clarification or to determine the suitability/acceptability of proposed deviations prior to submitting the bid.

- X *Bidder's Identification of Product Bid*
On blank lines provided, the bidder must insert the manufacturer's brand name and identifying numbers along with any other information necessary to identify sufficiently and complete the articles offered. Failure to do so may prevent consideration of the item bid.
- X *Required Literature*
When the bid invitation is soliciting a bid for a product (as opposed to a service), each bidder is to enclose complete descriptive information to fully identify the product quoted. This may be in the form of a catalog, manufacturer's brochure, specification sheet, cut sheet, schematic, or other brand or product information. Failure to do so may prevent consideration of the item bid.
- X *Correction of Bidding Documents*
Upon examination of the bidding documents, bidders shall promptly notify the Purchasing Manager of any ambiguity, inconsistency or error which they may discover. Interpretations, corrections and changes to the bidding documents will be made by addendum. Interpretations, corrections or changes made in any other manner will not be binding, and bidders shall not rely upon such interpretations, corrections and changes.
- X *Addenda*
Addenda are written instruments issued by the Monroe City Schools prior to the date for receipt of bids which modify or interpret the bidding document by additions, deletions, clarification or corrections. All addenda issued by the Monroe City Schools shall become a part of the specifications and will be made part of the contract.
- Addenda will be mailed, delivered or faxed to all who are known by the Purchasing Manager to have received a complete set of bidding documents.
 - Copies of addenda will be made available for inspection wherever bidding documents are on file.
 - No addenda will be issued later than seven (7) days prior to the date and time for receipt of bids except an addendum withdrawing the request for bids or one which includes postponement of the date of receipt of bids.
 - Each bidder shall ascertain prior to submitting a bid that it has received all addenda issued, and the bidder shall acknowledge their receipt in its bid.

2. SUBMITTING THE BID

2.1 Bid Forms

Bid submitted by mail must be on the forms furnished by the Board. A complete Bid Packet, which consists of the Bid Proposal Form, and Bidder's Qualification Form and Preference Form sheet (if applicable) and the Exception Form. Bid can be submitted by electronic bid at www.bidexpress.com.

2.2 Bid Envelope

The bid submitted in a sealed envelope addressed to James Kelley, Purchasing Manager with the name and number of the bid and date of opening plainly shown on the face of the envelope. FAX bids will not be accepted.

2.3 Prices

All prices must be fixed prices. All prices and notations must be in ink or typewritten. No erasures are permitted. Errors may be crossed out and corrections printed in ink or typewritten adjacent to the crossed-out error. Any correction shall be initialed in ink by the person signing the bid. The bidder shall quote only a net unit price for each item specified. The unit of purchase will be indicated on the BID PROPOSAL FORM. Where directed to do so ON THE BID PROPOSAL FORM, The bidder shall extend the unit price times the quantity to obtain and show a TOTAL NET BID.

2.4 Discount

Discount for prompt payment as may be offered on the bid or on the invoice will be accepted. These discounts will not be considered in evaluating bids for purposes of determining a low bidder unless all other factors are equal.

2.5 Place, Date and Hour

All bids shall be submitted to the Monroe City School Board, Purchasing Department, 2006 Tower Drive, Monroe, Louisiana 71201 or online bids submitted to www.bidexpress.com.

X The first page of the bid invitation and the BID PROPOSAL FORM designate the name and number of the bid and the date and hour of the bid opening. Bids will be received until the stated date and time. Irrespective of the reason, bids arriving after the stated date and time will not be accepted.

X Bids that are hand delivered by the bidder or his agent in which instance the deliverer shall be handed a written receipt, or bids may be sent by registered or certified mail with a return receipt requested or by regular mail or online.

X **Important.** The responsibility for timely presentation (delivery) of bids rest solely with the bidder. Bids delayed through the mail and arriving after the stated date and hour cannot be accepted.

3 CHANGE OR WITHDRAWAL OF BIDS

3.1 Change or Withdrawal Prior to Bid Opening

Should any bidder desire to change or withdraw his bid, he shall do so in writing to the Purchasing Department. This communication shall be received prior to the date an hour of the Bid Opening.

3.2 Change After Bid Opening, But Prior to Bid Award

After bids are opened, they may not be changed except to correct patently obvious mathematical or clerical mistakes. Verification of the correct bid actually intended shall be submitted by the bidder to the Purchasing Department prior to the final award by the Board.

3.3 Withdrawal After Bid Opening But Prior to Award

After bids are opened, a bidder may request that his bid be withdrawn for good cause. Such request must be submitted, in writing, to the Purchasing Department prior to the final award by the Board.

4 MINORITY BIDDERS

If the bid of a minority bidder is within 10% of the low bid, Board may award the bid to the minority bidder provided that (1) the goods and/or services offered by the minority bidder meet all specifications and (2) the minority bidder agrees to meet the bid price of the low bidder.

Any provision of this policy which conflicts with the minority set-aside program established by the Board or any rule, regulation or policy adopted to implement said program, shall not be enforced.

5 REJECTION OF BID

The Monroe City School Board reserves the right to reject any or all bids and to waive any informalities.

6 AWARDS

6.1 Basis For Award

The recommendation for a bid award is based on an evaluation of the bids submitted, and a contract/purchase order will be awarded by the Board to the responsible and responsive bidder with the lowest bid and who has complied with all requirements.

6.2 Availability of Bid Information

At a public opening within the School Board Offices, bids will be read aloud and then compiled in tabular form, a copy of which will be available for examination in the Purchasing Department or online. Recommendations for the award(s) will also be available for examination.

6.3 Increase or Decrease In Bid Quantity

At the time of award and with mutual consent of the Purchasing Department and the vendor, the quantity of any item(s) included in the bid may be increased by twenty percent (20%) or decrease by ten percent (10%) without Board approval. Any greater increase or decrease shall require Board approval.

6.4 Official Award Date

Awards become official at the time bids are accepted by the Board.

6.5 Filing Of Objection

Any objection to an award by the Board must be filed in writing and must be received by the Purchasing Department no later than 9:00 A.M. on the first Monday following the official award.

6.6 Notification Of Award

The purchase order and/or contract mailed or delivered to successful bidder(s) is/are official authorization to delivery material described therein; and the time allowed for delivery begins with the date of the bid acceptance and approval by the Board whether or not a purchase order number has been issued.

6.7 Louisiana Preference

In accordance with LRS 38:2252, APreference is hereby given to materials, supplies and provisions, produced, manufactured or grown in Louisiana, quantity being equal to articles offered by competitors outside of the state.@

6.8. Preference Bidders, Please Note

LRS 38:2251, Act 693 of 2001, on agricultural (food) or forestry (paper) products there is a mandatory preference for Louisiana products of 10%. To claim preference the bidder MUST fully comply with all requirements and conditions of the law. The bidder shall do the following:

- X Identify the specific Louisiana product by bid item number on the BID PROPOSAL FORM. If not so stated on the BID PROPOSAL FORM, preference will not be given.
- X Show the full name and complete address (location) of the manufacturer, processor, producer or assembler on the BID PROPOSAL FORM. If not so stated on the BID PROPOSAL FORM, preference will not be given.

6.9 Hold Harmless Clause

It is understood and agreed that Bidder, if awarded the subject contract, will protect, defend and hold harmless the MCSB, its members agents and employees, from any claims, suits or demands for payment that may be brought for the use of any patented or copyrighted material, device, article or process, or any material that is a trade secret, that may enter into the design, manufacture, or use of which is substantially important to the proper and most effective use of the items or services contracted for. Bidder further agrees to indemnify in full the MCSB, its members, employees and agents for any amounts which they may be required to expand in the defense of such claims, suits or demands, or in settlement thereof, or in satisfaction of any judgment, award or decree resulting therefrom.

Bidder agrees, if awarded the subject contract, to protect, defend and hold harmless the MCSB, its members, agents and employees, from any claims, demands or suits of any nature arising from or in any way connected with injury or damage to person, business or reputation, sustained by reason of any of the acts of Bidder, his agent, employees, or assigns, or of anyone for whom the Bidder is legally responsible.

7. DELIVERY AND BILLING

7.1 Delivery

Early delivery of the completed school bus units is encouraged, and Monroe City School Board will accept the buses as soon as possible. All buses shall be delivered fully serviced and ready for use and will be accepted in accordance with purchase order. The dealer shall be required to make any necessary adjustments or install omitted equipment prior to acceptance of the vehicle. If time of delivery cannot be met, indicate as an exception on deviation of bid with projected date of delivery. The completed bus must be delivered, F.O.B. Monroe City School Board Transportation Department, 2101 Roselawn Avenue, Monroe, La 71201. Delivery date shall be no later than 120 days after the date of purchase order.

7.2 Title Certificate and Taxes

Monroe City School Board will make application for the Certificate of Title and will pay any and all applicable taxes directly to the Department of Revenue, Motor Vehicle Division. Bidders are not to include any allowance in their bid for vehicle title or tax. Each bus shall be delivered with notarized Certificate of Origin, notarized invoices, temporary license tags, Warranty Certificate, Owner's Manual and Mileage Certification, and Shop Manual.

7.3 Receiving, Inspection and Testing

Delivered items which do not fulfill all requirements will be rejected and refused. Rejected merchandise shall be removed and promptly replaced by the successful bidder at no cost to the School Board.

7.4 Invoices

Invoices must be those of the successful bidder and must show the purchase order number, bid number, complete unit description, quantity, price and total. All invoices shall be submitted in duplicate to the Monroe City School Board, Accounts Payable Department, Post Office Box 4180, Monroe, Louisiana 71211-4180.

7.5 Payment

Unless otherwise specified payment will be made within thirty (30) days after delivery, authorized inspection and acceptance. Payment will be made only to the successful bidder.

7.6 Discounts

Discounts offered for prompt payment will be accepted, but these discounts will not be considered in evaluation bids unless all other factors are equal.

7.7 Federal Tax Exception

If applicable to this purchase, federal tax exemption certificates will be signed by the Monroe City School Board.

8. DETERMINATION OF BIDS

8.1 Each bidder is to be responsible for the accuracy of his bid, and the school board will assume that the total net bid for each item is a correct and legitimate quotation.

8.2 If all other factors are equal, tie bids will be decided on the basis of an equal split or drawing of lots, unless only one local bidder is involved. In the case, preference will be given to the local bidder.

9. SPECIFICATIONS

9.1 Vendor bidding other than as specified must attach complete illustrations and specifications on their exception.

9.2 Minimum Standards. All school buses submitted for bid hereunder must meet or exceed all standards and requirements of the State of Louisiana as contained in the Minimum Standards Bulletin 1213. In additions, the vehicles shall meet or exceed all requirements of the Federal Motor Vehicles Safety Standards (FMVSS) governing school buses, American Disabilities' Acts and all provisions of Highway Safety Program Standard 17 for Pupil Transportation Safety.

9.3 Servicing and Warranties. Each unit must be completely serviced and checked before being delivered to the Monroe City School Board. In addition each unit must be road tested under School Board directions and supervision before delivery and acceptance. This road test does not relieve the supplier from the usual warranties.

9.4 Chassis Warranties and Service. Warranty and service work must be performed by the manufacturer's authorized new truck dealer with service parts regularly available.

9.5 All prices shall be firm for minimum of (40) forty days.

9.6 Each bidder shall supply literature, catalogs, manufacturer's brochures, specification sheet or other brand or product information to clearly describe the equipment being offered. Failure to comply may result in disqualification of bid.

9.7 All inquiries regarding this bid should be addressed to James Kelley, Purchasing Manager, Monroe City Schools, 2006 Tower Drive 71201, P.O. Box 4180, Monroe, LA 71211, or emailed address james.kelley@mcschools.net.

9.8 **RE-DELIVERY SERVICING AND ADJUSTMENT**: The dealer shall not attach any dealer identification advertising or similar material to the bus Prior to acceptance by the Monroe City School Board, the dealer shall service and adjust each bus for operational use, to include as a minimum, the following:

- Focusing of Lights
- Tuning of engine
- Adjustment of accessories
- Checking of electrical, braking and suspension systems
- Charging of battery
- Alignment of front end
- Inflation of tires
- Balancing of all wheels
- Complete lubrication of engine, chassis and operating mechanisms with recommended grades of lubricants for the ambient air temperature at the point of delivery.
- Servicing of windshield washer reservoir with water and appropriate additives
- A minimum of five (5) gallons of fuel
- A Louisiana Safety Inspection Sticker (unless otherwise specified on purchase order)
- A Louisiana Temporary License Plate

9.9 **GENERAL SPECIFICATION**

SEE ATTACHED AT THE END OF THE BID.

10. **RESERVATIONS BY THE BOARD**

- A. MCSB has limited funds with which to purchase school buses. Should the lowest acceptable bid exceed the budgeted account, MCSB reserves the right to reduce the quantity state herein to remain with the amount allocated. MCSB also reserves the right to purchase additional buses at the unit prices should additional funds be available with the budgeted account.
- B. The Monroe City School Board may reject any bid for failure by the bidder to comply with any requirement stated herein or as appearing in the BID PROPOSAL FORM or in the general bid conditions or in any attachment thereto which becomes part of the bid.

**MONROE CITY SCHOOL BOARD
JAMES KELLEY
PURCHASING MANAGER**

**MONROE CITY SCHOOL BOARD
MONROE, LA
BID PROPOSAL FORM
BID TITLE: PRE-OWNED SCHOOL BUSES
DATE: 10:00 A.M., CST ON TUESDAY, OCTOBER 27, 2026**

BID FORM: This proposal shall be executed and submitted in accordance with the specifications, and all articles and requirements contained herein shall remain and become a part of this contract. All appropriate blanks and spaces shall be filled in. **BID MUST BE SUBMITTED ON THIS BID FORM OR ONLINE AT www.bidexpress.com.**

**MONROE CITY SCHOOL BOARD
2006 TOWER DR.
P.O. BOX 4180
MONROE, LA 71201**

Ladies and Gentlemen:

In compliance with your invitation for bids on **SCHOOL BUSES** we have examined the specifications and conditions, we hereby propose to furnish as specified and in accordance with Federal and State regulations governing school bus body and chassis.

I/We understand that Bid Price must remain valid to allow for a forty (40) day evaluation period. Awarding or rejection of bids will be accomplished prior to the end of the forty-day period.

Please indicate the delivery date.

****Note: All-or None Award****

ITEM	QTY.	DESCRIPTION	UNIT PRICE	TOTAL
1.	2	2023 or Later Model Conventional School Bus 53 Passenger School Bus	\$	\$
Estimated Delivery Date:				
Make and Model of Chassis:				
Make and Model of Body (53 Passenger):				
Engine Manufacturer:				
WARRANTY:				

ITEM	QTY.	DESCRIPTION	UNIT PRICE	TOTAL
2.	1	2024 or Later Model Conventional School Bus 77 Passenger School Bus	\$	\$
Estimated Delivery Date:				
Make and Model of Chassis:				
Make and Model of Body (77 Passenger):				
Engine Manufacturer:				
WARRANTY:				

GRAND TOTAL FOR ALL 3 PRE-OWNED BUSES:	\$
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NOTE: THIS IS AN ALL-OR-NONE AWARD.

EXCEPTION(S). I/We have completed the exception(s) to the bid specification(s) and the proposed difference(s) to be offered on the form and have attached it to the bid.

SUPPLEMENTARY STATEMENTS. We understand that other bid forms or supplementary statements (unless required by the specification) dealing with the price quotation will be ignored.

BIDDER CERTIFICATION AND IDENTIFICATION. I/We certify that this bid is made without prior understanding, agreement or connection with any corporation, firm or person submitting a bid for the same material, supplies or equipment, and is in all respects fair and without the firm or businesses submitting this bid are at the same time connected with or employed by the Monroe City School Board.

ASSIGNMENT: The submission of a bid under the terms of these specifications constitutes agreement to the following antitrust provision: For good cause and as consideration for executing this purchase and/or contract. I/we hereby convey, sell, assign and transfer to the State of Louisiana all rights title and interest in and all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular goods or services purchased or acquired by the State of Louisiana pursuant to this purchase made by its agency, The Monroe City School Board.

LOUISIANA PREFERENCE: for any agricultural (food) or forestry (paper) products manufactured, processed produced or assembled in Louisiana as defined by LRS 38:2251 (A) and (H) and for which I/We have claimed preference, I/We have identified the items by bid item number on the BID PROPOSAL FORM, shown the full name and complete address (location) of the manufacturer, processor, producer or assembler, and the percent of the preference being claimed. I/We further agree to sell the products at the same price as the lowest bid offered on such products provided this bid is within ten percent (10%) of the lowest acceptable bid meeting specifications.

BID NO. MC27-04

PUBLIC BID LAW (R.S. 338:2211-2221) requires that each bid shall either be hand delivered by the bidder or his agent to the Purchasing Manager, Monroe City Schools, 2101 Roselawn Avenue, Monroe, Louisiana 71211-4180 in which instance the deliver shall be handed a written receipt, or such bid shall be sent by registered or certified mail with a return receipt requested. If mailed, send to: Purchasing Manager, Monroe City School Board, Post Office Box 4180, Monroe, Louisiana 71214-4180 prior to bid date and opening time.

IMPORTANT -- OUR QUOTATIONS HAVE BEEN CHECKED FOR MATHEMATICAL AND TYPOGRAPHICAL ERRORS BEFORE SUBMITTING, AND THE BIDDER QUALIFICATION FORM has been completed, signed and is attached and made a part of this BID PROPOSAL FORM.

SPECIAL CONDITIONS

LOUISIANA R.S. 38:2251 AS AMENDED

Louisiana R.S. 38.2251 as amended provides that preference shall be given for food or paper products produced manufactured, grown or processed in Louisiana, quality being equal to articles offered by competitors outside of the state.

PREFERENCE

- (1) Produce shall be grown, canned or frozen in Louisiana.
- (2) Eggs shall be laid in Louisiana.
- (3) Meat and meat products shall be processed in Louisiana from animals which are alive at the time they enter the processing plant.
- (4) Meat and meat products which are further processed in Louisiana under the grading and certification service of Louisiana Department of Agriculture
- (5) Seafood and seafood products shall be produced from seafood which is:
 - (a) Harvested in Louisiana seas or other Louisiana waters: or
 - (b) Harvested by a person who holds a valid appropriate commercial fishing license issued under R.S. 56:1 et. seq.
- (6) Domesticated catfish shall be processed in Louisiana from animals which were grown in Louisiana.
- (7) Domestic catfish which are processed in Louisiana but grown outside of Louisiana.
- (8) All other products shall be produced, manufactured, or assembled in Louisiana.
- (9) Milk and dairy products produced or processed in Louisiana.

To qualify for a preference, the bidder must complete and sign the attached special conditions form and return with the bid.

SPECIAL CONDITIONS CONTINUE ON THE NEXT PAGE

SPECIAL CONDITIONS
RETURN THIS PAGE WITH BID

If you qualify for any of these preferences by the standards set forth in these statutes, please indicate on the form provided below.

Specify percent of preference claimed, contract item number(s) to which preference applies, the name of the producer or supplier to you, and location within Louisiana where the product(s) is (are) grown, produced, or manufactured as appropriate to the item.

PERCENT OF PREFERENCE CLAIMED	ITEM NUMBER	PRODUCER/ MANUFACTURER/PROCESSOR	LOUISIANA LOCATION

I certify that the above information is true and accurate and that the bidder is entitled to the preference claimed.

SIGNATURE

IN ORDER TO QUALIFY FOR A PREFERENCE THE BIDDER MUST SUPPLY THE ABOVE INFORMATION AND THE ABOVE CERTIFICATION MUST BE SIGNED.

**BIDDER QUALIFICATION
(FORM OF BUSINESS ORGANIZATION).**

The form of business organization under which this bid is submitted is as follows:

A CORPORATION incorporated under the laws of the State of _____ and (is) (is not) authorized to do business in the State of Louisiana.

A PARTNERSHIP. Names of Partners: _____.

AN INDIVIDUAL trading and doing business under a name and style other than his own. The Owner's Name is: _____

I/WE HAVE CHECKED THIS BID FOR MATHEMATICAL AND TYPOGRAPHICAL ERRORS, and the undersigned agrees.

(Please Type or Print Below)

LEGAL NAME OF BIDDER _____

CONTRACTOR LICENSE NUMBER _____

CONTRACTOR TAX IDENTIFICATION NUMBER _____

MAILING ADDRESS _____

CITY, STATE, ZIP CODE _____

TELEPHONE NUMBER _____

FAX NUMBER _____

EMAIL ADDRESS _____

BY (SIGNATURE) _____

NAME (TYPED/PRINTED) _____

TITLE OR SIGNER _____

DATE BID SIGNED _____

ACKNOWLEDGMENT OF ANY ADDENDA RECEIVED:

ADDENDUM NO. _____ DATE: _____

ADDENDUM NO. _____ DATE: _____

RETURN THIS SHEET WITH YOUR BID

Exception Sheet

Bidder's Name:

Contact Person:

Telephone Number:

The following exceptions to the bus specification as issued are noted for consideration:

BUS	SIZE	SPECIFICATION AND EXCEPTION BID

GENERAL DESCRIPTION OF EQUIPMENT

Quantity: (2) 2023 or later Model Conventional School Bus, 53 Passenger Body Length. Unit to be "FLAT FLOOR" equipped with a rear mounted wheelchair lift and half tracked. Total capacity is to be 30 seated passenger plus 3 W/C positions.

BID SPECIFICATIONS

- **AIR CONDITIONING:** 120,000 btu free blow system with dual TM-21 engine run compressors. Evaporators to be mounted recessed into the front and rear bulkhead. Driver to have a dedicated a/c vent to blow directly onto driver
- **Alternator:** 320 amps
- **Axles, Springs, & Shock absorbers:**
 - **Front Axle:** 12,000# rating minimum, lubed bearings
 - **Rear Axle:** 21,000# minimum, lubed bearings minimum
 - **Rear Axle Ratio:** 5.29:1 ratio
 - **Rear Suspension:** 21,000# air ride
 - **Shock Absorbers:** Front and Rear
- **Back Up Alarm:** Safety alarm per state law
- **Battery:** (3) 12 Volt, Group 31 batteries, Heavy duty battery compartment with key lock
- **Body Electric Panel:** Exterior under driver window, with key lock
- **Body length:** **Minimum of 26 feet 10 inches**
- **Brake System:** Air operated.
 - Emergency/Parking: 30 sq. in. spring brake system with treadle valve modulation. Instrument panel mounted valve for parking.
 - Service: Dual, full air with 4-channel Anti-Lock System (ABS)
 - "S" Cam Type 16.5" x 5" minimum front drum type with 20 Square inch brake chambers.
 - "S" Cam Type 16.5" x 7" minimum rear drum type with 30 Square inch brake chambers.
 - Air Compressor: 18.7 CFM capacity @2400 rpm, gear driven.
 - Air Brake Equip: Automatic Slack Adjusters. Air Dryer – AD-IP, Heated. Automatic drain valve, DV-2, Air brake tank and air wet tank. Nylon air lines are color coded and mounted between frame rails for protection. Pressure protection valve.
- **Cell Phone Adapter:** Mounted in driver's area
- **Cowl Steps & Handles:** Mounted LH & RH at windshield
- **Construction:** Bus must be certified to meet the "Colorado Rack Test" and "Kentucky Poll Test" for additional roll over passenger protection.
- **Crossing Arm:** Bumper mounted electric crossing control arm
- **Child Check:** Sleeping child check monitor requiring driver to walk to rear of bus
- **Cup Holder:** Fold out cup holder for driver
- **Doors:**
 - **Entrance:** double outward type with air controls
 - Vandal Locks – Entrance door equipped with key lock

- 3 step step-well with rubber covered steps. Grab rails to be mounted on both sides of entrance door
 - **Exit:** Rear center mounted with upper/lower glass panel with security lock Retainer to hold door open
 - **Header Pad:** Entrance & Exit Doors, Padded Upholstery
- **Emergency Exits:**
 - **Push-out Windows** – 1 per side – 2 per body
 - **Roof Hatch** – 2 escape roof hatches
- **Engine:** 6.7L Minimum In-Line six cylinder heavy duty diesel engine using “SCR” emissions technology.
 - **Horsepower Rating:** 220 Horse power
 - Engine warning system, low oil pressure/high water temperature. Electric block heater, 750 watt, front bumper plug in
 - Engine run gear driven air compressor with heated air dryer
 - Pre-set high idle switch with cruise control
- **Exhaust System:** Tailpipe exits under rear bumper
- **Flat Floor:** Flat floor half tracked with (4) recessed tracks per side
- **Floor Covering:** Heavy Duty Rubber with aluminum trim
5/8 Marine grade Plywood Sub-Floor (screwed down)
- **Fuel Tank:** 60 gallon diesel capacity mounted between frame rails for added safety
Right side fill opening with spring loaded locking door
Heated fuel/water separator filter with sight glass
Floor mounted inspection plate
15 gallon minimum diesel exhaust fluid (DEF) tank
- **Gauges:** speedometer with trip meter, tachometer, hour meter, dash mounted clock, Voltmeter, oil pressure, water temperature, fuel gauge
- **Glove Box:** Right side with lock and a drivers compartment mounted to the left of driver
- **Headlights:** Daytime Running lights
- **Heaters:**
 - Left front heater & Defroster – 90,000 BTU front heater minimum
 - Rear Wall Mounted – 88,000 BTU minimum
 - Auxiliary Defroster Fan – 2 driver defroster fans, one upper left and one upper center
- **Hood & Fenders:** Fiberglass tilting hood
- **Horns:** Dual, electric
- **Lettering:** Name of school on both sides of body
- **Lift Equipment:** Braun 1000LB Lift rear mount
(3) auto-retracting wheel chair tie downs located in the rear area of bus
- **Lights:**
 - Back-up lights – LED type
 - Brake lights – LED Type
 - Clearance lights – LED type, 2 amber front/2 red rear
 - Cluster lights – LED type, 3 amber front/3 red rear
 - Directional lights – 2 amber rear, 7” LED type
 - Step well light – operates with door control
 - Stop & tail Lights – 2-4” and 2-7” red lens, LH/RH LED type
 - Strobe Light – 16 joule roof mounted with guard
 - Warning lights – 8 light system with protective hoods.
- **Mirrors:** all exterior mirrors to be heated remote control type

- **Mileage:** Not to have more than 80,000 miles.
- **Mud Flaps:** Black rubber, front and rear
- **Noise Reduction:** Acoustical headliner in driver area
- **Paint:**
 - Exterior – National School Bus Yellow with black trim
 - Interior – Manufacturer's standard
 - Exterior Roof – White
- **Radio:** AM/FM/CD/PA with 8 interior speakers
- **Reflective Tape:** 3M Diamond Grade reflective vinyl
"School Bus" 8" on roof cap emboss, front and rear
Side & rear marker strips, marker strip surrounds each emergency exit
- **Rub Rails:** 4 exterior body rub rails, painted black
- **Safety Equipment:**
 - Body Fluid Kit: Per State Specifications
 - Fire Extinguisher: 5# dry type with hose and gauge
 - First Aid Kit: Per state specifications
 - Reflectors: 3-triangle warning devices
- **Seats:**
 - **Passenger:** Five (5) rows of 39" track seat belt seats with 3 seat belts per seat. The remaining rear area of the bus is to be fully tracked with 3 wheel-chair restraining locations. See attached floor plan.
 - **See seat plan for seating arrangement.**
 - **Upholstery:** Fire Block Upholstery shall be preform/prevail or preapproved equal, on passenger seats and barriers
 - **Driver:** Hi-back air seat with dual armrest, cloth inserts with vinyl trim, shoulder Harness & lap belt restraint
- **Steering:** Hydraulic power, tilt & telescopic steering wheel
- **Step well:** Stainless steel construction
- **Stop arm:** (2) 18" octagon electric operated signs with flashing lights, LED type
- **Sun visor:** 6.5 x 30, green plexi-glass
- **Switches:** To be rocker type switches mounted in the control panel at left of driver. No warning light or door switches shall be mounted in the steering wheel or to the right of driver.
- **Tires & Wheels:**
 - **Front:** 255/70 R22.5, low profile, tubeless radial
 - **Rear:** 255/70 R22.5, low profile tubeless radial
 - **Wheels:** 22.5 x 7.5, 10-stud, hub piloted, disc rim
- **Tow Hooks:** (2) front bumper
- **Transmission:** 5 speeds forward with overdrive
Trans Synd synthetic transmission fluid
External transmission oil filter, transmission oil cooler
- **Undercoating:** Underneath body fully undercoated
- **Warranty:** Remaining factory warranty
- **Windows:**
 - Side – tinted to allow 30% light transmittal
 - Rear – tinted to allow 30% light transmittal
- **Windshield:** 2 piece curved for better visibility
- **Windshield Wipers:** Electric, single switch, intermittent speed with electric 1 gallon washer jug capacity

- **Vendor Services:** Must have the following:
 - a toll free phone number
 - a website to assist customers in placing orders and product support
 - an on premises service facility capable of providing pre-delivery service for new buses, all major body repairs, all DOT inspections, and the ability to provide **mobile** service to school district facilities if requested
 - a parts facility stocking a full line of body parts, with the ability to provide next day shipment for major body components, and to provide mobile parts sales including regularly scheduled on site retail visits.
 - The parts facility must be an integral part of the bus distributorship and directly controlled by the same.

Please Review Floor-plan for Seating Placement and Wheelchair Positions



Note: Floor-plan is for reference purposes only and does not reflect preference in any particular make or model.

GENERAL DESCRIPTION OF EQUIPMENT

Quantity: (1) 2024 Model Conventional School Bus, 77 Passenger seating with side storage boxes and a minimum Body Length of 33 feet. Bus must meet or exceed all Federal, State, and Monroe City Schools specs and National Minimum Standards.

BID SPECIFICATIONS

- **AIR CONDITIONING:** 120,000 btu free blow system with dual TM-21 engine run compressors. Evaporators to be mounted recessed into the front and rear bulkhead. Driver to have a dedicated a/c vent to blow directly onto driver.
- **Alternator:** 240 amp minimum
- **Axles, Springs, & Shock absorbers:**
 - **Front Axle:** 12,000# rating minimum, lubed bearings
 - **Rear Axle:** 21,000# minimum, lubed bearings minimum
 - **Rear Axle Ratio:** 5.29:1 ratio
 - **Rear Suspension:** 21,000# Air Ride Equipped
 - **Shock Absorbers:** Front and Rear
- **Back Up Alarm:** Safety alarm per state law
- **Battery:** (3) 12 Volt, Group 31 batteries, Heavy duty battery compartment with key lock
- **Body Electric Panel:** Exterior under driver window, with key lock
- **Brake System:** Air operated.
 - **Emergency/Parking:** 30 sq. in. spring brake system with treadle valve modulation. Instrument panel mounted valve for parking.
 - **Service:** Dual, full air with 4-channel Anti-Lock System (ABS)
“S” Cam Type 16.5” x 5” minimum front drum type with 20 Square inch brake chambers.
“S” Cam Type 16.5” x 7” minimum rear drum type with 30 Square inch brake chambers.
Non-asbestos extended service linings.
 - **Air Compressor:** 18.7 CFM capacity @ 2400 rpm, gear driven.
 - **Air Brake Equip:** Automatic Slack Adjusters
Air Dryer – AD-IP, Heated
Automatic drain valve, DV-2, Air brake Tank and Air Wet Tank
Nylon air lines are color coded and mounted between frame rails for protection.
Pressure protection valve.
- **Cell Phone Adapter:** Mounted in driver’s area
- **Cowl Steps & Handles:** Mounted LH & RH at windshield
- **Construction:** Bus must be certified to meet the “Colorado Rack Test” and “Kentucky Pole Test”
for roll over passenger protection
- **Crossing Arm:** Bumper mounted electric crossing control arm
- **Child Check:** Sleeping child check monitor requiring driver to walk to rear of bus
- **Cup Holder:** Fold out cup holder for driver
- **Doors:**
 - **Entrance:** double outward type, Air operated
 - Vandal Locks – Entrance door equipped with key lock
 - 3 step step-well with rubber covered steps

- **Exit:** Rear center mounted with upper/lower glass panel with security lock Retainer to hold door open
- **Header Pad:** Entrance & Exit Doors, Padded Upholstery
- **Emergency Exits:**
 - **Push-out Windows** – 2 per side – 4 per body
 - **Roof Hatch** – 2 escape roof hatches
- **Engine:** 6.7L Minimum In-Line six cylinder heavy duty diesel engine using “SCR” Emissions technology
 - **Horsepower Rating:** 220 Horse power
 - Engine warning system, low oil pressure/high water temperature. Electric block heater, 750 watt, front bumper plug in
 - Pre-set high idle switch with cruise control
- **Exhaust System:** Tailpipe exits through rear bumper
- **Floor Covering:** Heavy Duty Rubber with aluminum trim
5/8 marine grade plywood Sub-Floor (screwed down)
- **Fuel Tank:** 100 gallon diesel capacity mounted between frame rails for added safety
Right side fill opening with spring loaded locking door
Heated fuel/water separator filter with sight glass
Floor mounted inspection plate
15 gallon **minimum** diesel exhaust fluid (DEF) tank
- **Gauges:** speedometer with trip meter, tachometer, hour meter, dash mounted clock, Voltmeter, oil pressure, water temperature, fuel gauge
- **Glove Box:** Right side in dash with lockable latch. Armrest with storage located to LH of driver.
- **Grab Rail:** Two (2) to be located to LH and Rh of stepwell
- **Headlights:** Daytime Running lights
- **Headroom:** 77 inches at center aisle
- **Heaters:**
 - Left front heater & Defroster – 90,000 BTU, ducted to 3rd passenger seat for equal heat distribution
 - Rear Underseat Mounted – 80,000 BTU, under seat heater
 - Auxiliary Defroster Fan – 2 driver defroster fans, one upper left and one upper center
- **Hood & Fenders:** Fiberglass tilting hood
- **Horns:** Dual, electric
- **Lettering:** Name of school on both sides of body
- **Lights:**
 - Back-up lights – LED type
 - Brake lights – LED Type
 - Clearance lights – LED type, 2 amber front/2 red rear with metal shields
 - Cluster lights – 3 amber front/3 red rear with metal shields - LED type
 - Directional lights – 2 amber rear, 7” LED type
 - Reflectors – as required by state law
 - Step well light – operates with door control
 - Stop & tail Lights – 2-4” and 2-7” red lens, LH/RH LED type
 - Strobe Light – 16 joule roof mounted with guard
 - Turn Signals – Front Fender mounted and rear of bus - LED type
 - Warning lights – 8 light system with protective hoods.

Mileage: **Not to exceed 20,000 miles**

- **Mirrors:** all exterior mirrors to be heated type
- **Mud Flaps:** Black rubber, front and rear
- **Noise Reduction:** Acoustical headliner in driver area. First two roof sections.

- **Paint:**
 - Exterior – National School Bus Yellow with black trim
 - Interior – Manufacturer's standard
 - Exterior Roof – White
- **Radio:** AM/FM/CD/PA with 8 interior speakers
- **Reflective Tape:** 3M Diamond Grade reflective vinyl
"School Bus" 8" on roof cap emboss, front and rear
Side & rear marker strips, marker strip surrounds each emergency exit
- **Rub Rails:** 4 exterior body rub rails, painted black
- **Safety Equipment:**
 - Body Fluid Kit: Per State Specifications
 - Fire Extinguisher: 5# dry type with hose and gauge
 - First Aid Kit: Per state specifications
 - Reflectors: 3-triangle warning devices
- **Seats:**
 - **Passenger:** 71 passenger capacity
 - **Upholstery:** Fire Block Upholstery, on passenger seats and barriers
 - **Driver:** Hi-back seat with dual armrest, cloth inserts with vinyl trim, shoulder Harness & lap belt restraint
- **Side mounted storage boxes**
- **Steering:** Hydraulic power, tilt & telescopic steering wheel
- **Step well:** Stainless steel construction with abrasive step treads
- **Stop arm:** (2) 18" octagon electric sign with flashing lights, LED type
- **Sun visor:** 6.5 x 30, green plexi-glass
- **Tires & Wheels:**
 - **Front:** 11R22.5G, tubeless radial
 - **Rear:** 11R22.5G, tubeless radial
 - **Wheels:** 22.5 x 8.25, 10-stud, hub piloted, disc rim
- **Tow Hooks:** (2) front bumper
- **Transmission:** 5 speeds forward with overdrive
Tran Synd synthetic transmission fluid
External transmission oil filter, transmission oil cooler
- **Undercoating:** Underneath body fully undercoated
- **Warranty:** 5 year engine
5 year transmission
1 year base
- **Windows:**
 - Side – tinted to allow 30% light transmittal
 - Rear – tinted to allow 30% light transmittal
- **Windshield:** 2 piece curved for better visibility
- **Windshield Wipers:** Electric, single switch, intermittent speed with electric 1 gallon washer jug capacity.
- **Bidder Requirements:**
 - Must be a licensed dealer for the sale of new motor vehicles in Louisiana per R.S. 32:1251
 - Signed T-10 form for each bus as required by the BESE board
- **Vendor Services:** Must have the following:
 - a toll free phone number

- a website to assist customers in placing orders and product support
- an on premises service facility capable of providing pre-delivery service for new and used buses, all major body repairs, all DOT inspections, and the ability to provide mobile service to school district facilities
- a parts facility stocking a complete line of parts, with the ability to provide next day shipment for major body and chassis components, and to provide mobile parts sales including regularly scheduled on site retail visits.
- The parts facility must be an integral part of the bus distributorship and directly controlled by the same.