

| <b>INVITATION TO BID<br/>THIS IS NOT AN ORDER</b>                        |   |  |
|--|---|--|
| Sealed Bids will be received until:                                      | ANCHORAGE SCHOOL DISTRICT<br>Purchasing Department<br>4919 Van Buren Street<br>Anchorage, AK 99517-3188 | Show the following on the outside of the sealed Bid envelope:<br><br>Invitation: <b>ITB 2012-513 FURNISH &amp; INSTALL MISCELLANEOUS AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES</b> |
| DUE: <b>NLT 2:00 p.m., Local Time</b><br>DATE: <b>September 27, 2012</b> | DATE ISSUED: September 7, 2012  | DUE: <b>NLT 2:00 p.m., Local Time</b><br>DATE: <b>September 27, 2012</b>   |

The Anchorage School District (referred to as the "District" or the "ASD") invites sealed bids from qualified vendors for **FURNISH & INSTALL MISCELLANEOUS AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES** in accordance with the following documents that are a part of this ITB 2012-516:

- This Notice/Cover Page (Page 1)
- Section I – Instructions to Bidders (Pages 2 - 12)
- Section II – Specifications (Pages 13 – 19)
- Attachment A – Signature Page (1 Page)
- Attachment B – Bid Form (Consisting of 5 Pages)
- Attachment C – Bidders Checklist (1 Page)

**AVAILABILITY OF ITB:** Copies of this Invitation to Bid can be obtained at the Anchorage School District Purchasing Department, 4919 Van Buren Street, Anchorage, AK 99517-3188 or by contacting the Purchasing Agent, Dane Sutterfield, at (907) 742-8630.

**BID SUBMITTAL:** Bids **MUST** be in **SEALED** envelopes with the outside of the envelope clearly marked with the company name, address and as follows:

BID: **ITB 2012-516 FURNISH & INSTALL MISCELLANEOUS AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES**  
DUE: **NLT: 2:00 p.m., (Local Time), September 27, 2011**

**PREBID CONFERENCE:** A pre-bid conference will be held at **11:00 a.m., (Local Time), September 14, 2012** in the CONFERENCE ROOM of the Anchorage School District Purchasing Department, 4919 Van Buren Street, Anchorage, Alaska to discuss any matter concerning this Invitation to Bid. Prospective bidders who wish to participate by teleconference may participate by calling (907) 742-4405. The line will be available approximately 5 minutes prior to the conference start time.

Disabled persons needing reasonable accommodation in order to participate should contact the Anchorage School District ADA coordinator at (907) 742-4130.

ANCHORAGE SCHOOL DISTRICT ITB 2012-516  
FURNISH & INSTALL MISC. AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

ANCHORAGE SCHOOL DISTRICT  
Purchasing Department  
4919 Van Buren Street  
Anchorage, Alaska 99517-3137

September 7, 2012

ITB 2012-516  
FURNISH & INSTALL MISCELLANEOUS AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY  
VEHICLES

I. INSTRUCTIONS TO BIDDERS

**A. GENERAL REQUIREMENTS**

This solicitation is an Invitation to Bid (ITB) governed by applicable School Board Policies, including Section 725 of said Policies. School Board Policies are available at [http://www.asdk12.org/School\\_Board/policy](http://www.asdk12.org/School_Board/policy). Bidders should read this ITB carefully and review all instructions contained herein. Incomplete or incorrect bids may be rejected as not conforming to the essential requirements of this ITB. Bids submitted on other than the prescribed forms contained in this ITB will be rejected. Bidders may copy the forms contained in the ITB for use in their bids, but substitute forms or formats are unacceptable.

**B. NONDISCRIMINATION**

No Contractor on any District contract may discriminate on the basis of race, color, religion, national origin, ancestry, age, sex, marital status, handicap, or change in marital status in employment, provision of services, or otherwise. All successful Contractors shall take affirmative action to insure such nondiscrimination. All successful Contractors must agree to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this nondiscrimination section and this section shall be deemed to be a part of every contract entered into by the District under these policies.

**C. INDEMNIFICATION**

1. Any and all employees of the contractor and other persons, while engaged in the performance of any work or services required by the contractor under this agreement, shall not be considered employees of the District or the State.
2. Any and all claims that might arise under the Worker's Compensation Act on behalf of the contractor or other persons while engaged in the performance of the duties or services contemplated and any and all claims that might be made by any third persons as a result of any act or failure to act shall be the contractor's sole obligation and the contractor shall indemnify the District and hold it harmless from any liability for any act or failure to act on the part of the contractor.

**D. EQUAL EMPLOYMENT OPPORTUNITY**

1. The Contractor certifies that it will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, marital status, mental or physical handicap, or change in marital status, in employment, provision of services or otherwise. The Contractor shall take affirmative action to ensure such non-discrimination, including but not limited to the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship.

ANCHORAGE SCHOOL DISTRICT ITB 2012-516  
FURNISH & INSTALL MISC. AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

The Contractor shall post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

2. The Contractor shall state, in all solicitations or advertisements for employees to work in the performance of this Agreement, that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, age, sex, marital status, mental or physical handicap, or change in marital status.
3. The Contractor shall comply with the requirements of the Anchorage Municipal Code, Chapter 7.50.010-.120, as well as any procedures adopted by the Anchorage School District to implement the policies set forth therein.
4. The Contractor shall comply with any and all of the applicable laws and directives, and any regulations which may be applicable to the Project or this Agreement.
5. The Contractor shall include the provisions of this Article in every Subcontract and purchase order, and shall require each Subcontractor to include these provisions in every sub-subcontract, so that these provisions will be binding upon each Subcontractor, sub-subcontractor and vendor providing services or goods to the Project.
6. The Contractor shall cooperate fully with the District's efforts which seek to deal with the problem of unlawful discrimination, and with all other District efforts to guarantee fair employment practices under this contract and promptly comply with all requests and directions from the Anchorage Equal rights Commission and State Commission for Human Rights or any of its officers or agents relating to prevention of discriminatory employment practices.

**E. NON-DISCRIMINATION**

1. No bidder/offeror on any District contract may illegally discriminate on the basis of race; color; gender; national origin; age; marital status; political or religious beliefs; physical or mental disabilities; family, social, or cultural background; or sexual orientation in employment, provision of services, or otherwise.
2. Any bidder/offeror submitting a bid or proposal of one hundred thousand (\$100,000) or more must certify that if awarded a contract on the basis of that bid or proposal, he/she as the contractor will not illegally discriminate against any member or applicant for employment because of race; color; gender; national origin; age; marital status; political or religious beliefs; physical or mental disabilities; family, social, or cultural background; or sexual orientation in employment, provision of service, or otherwise.

**F. NOTICE OF COMPLIANCE**

1. All successful bidders/offerors shall insure such non-discrimination.
2. All successful bidders/offerors must agree to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination section and this section shall be deemed to be a part of every contract entered into by the District under these policies.

**G. OCCUPATIONAL SAFETY AND HEALTH WARRANTY**

Bidder, if awarded a contract, warrants that the products sold or services rendered to the buyer shall conform to the standards and/or regulations promulgated by the U.S. Department of Labor under the Occupational Safety and Health Act of 1970 (29 U.S.C. 651, pl 91-596).

ANCHORAGE SCHOOL DISTRICT ITB 2012-516  
FURNISH & INSTALL MISC. AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

In the event the product sold does not conform to the OSHA standards and/or regulations, the buyer may return the product for correction or replacement at seller's option and at the seller's expense. Services performed by the seller which do not conform to the OSHA standards and/or regulations must be corrected by seller at seller's expense or by buyer at seller's expense in the event seller fails to make the appropriate correction within a reasonable time.

**H. COMPLIANCE**

Bidder, if awarded a contract, shall comply with all State, Federal and local laws, regulations or orders applicable to the purchase, manufacture, processing and delivery of the merchandise. Successful bidders shall certify in the following or substantially equivalent words on the invoice or other appropriate document: "We hereby certify that the goods covered by this invoice were produced in compliance with all applicable requirements of the Fair Labor Standards Act as amended, including Section 6 and 12 thereof, and of the regulations and orders of the U.S. Department of Labor issued under Section 14 thereof."

**I. PRE-BID CONFERENCE**

A pre-bid conference to discuss any matter concerned with this ITB will be held at **11:00 A.M., Local Time, on September 14, 2012** in the Conference Room, Purchasing Department, 4919 Van Buren Street, Anchorage, Alaska. Prospective bidders who wish to participate by teleconference may participate by calling (907) 742-4405. The line will be available five (5) minutes in advance of the conference start time.

**J. BRAND**

1. The intent of the specifications is to describe components that will meet the performance, safety, and standardization requirements of the District and establish a standard of quality and desired features in order to ensure that the needs and requirements of the District are met. Brands meeting or exceeding the specifications referenced may be acceptable, if complete descriptive literature sufficiently detailed for evaluation accompanies the bid.
2. All equipment supplied from resulting contract(s) must be original, new, and be of the brand, model and stock number originally bid.

**K. PROTECTION OF PROPERTY**

The contractor assumes full responsibility for and shall indemnify the School District for any loss or damage to any School District property, resulting in whole or in part from the negligent acts or omissions of the contractor, or any employee, agent or representative of the contractor.

**L. WARRANTY AND REPAIR SERVICES**

1. The successful bidder shall guarantee all materials and labor against defects in materials and workmanship for a minimum period of one (1) year and for the duration of the Manufacturers Published Warranty on any items.
2. Supply warranty information, warranty repair station information on unit repairs where indicated on the Bid Form (Attachment B).

ANCHORAGE SCHOOL DISTRICT ITB 2012-516  
FURNISH & INSTALL MISC. AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

**M. DELIVERY**

1. Bidder shall state on their bid their earliest delivery date. Time of proposed delivery must be stated in definite terms. In the event the bidder does not specify a delivery date, the School District will assume that delivery will be made on or before the expected delivery.
1. Time of proposed delivery may be a factor considered in awarding the bid. Bids offering a date after 30-Days After Receipt of Order (ARO) may be rejected.
2. Contractor shall coordinate with the contract administrator to schedule work.
3. All the aftermarket components purchased shall be F.O.B. delivered to the Anchorage School District Transportation Center, 3580 Tudor Road, Anchorage, Alaska; Attention: Jay Adams, phone 907-742-1213. Contractor must make installation arrangements in advance prior to delivery.

**N. FIRM OFFER; WITHDRAWAL OF BIDS**

Bids may be withdrawn on written request delivered to the District Purchasing Director (fax is acceptable) only prior to the time specified for submittal. Bids made in response to this Invitation to Bid must be good and firm for a period of sixty (60) calendar days from the date specified for submittal of bids.

**O. FEDERAL EXCISE TAXES**

The School District is exempt from Federal Excise Taxes. An Exemption Certificate will be furnished when required.

**P. PRICING AND PAYMENT**

1. All prices shall be net and installed at F.O.B. Destination. In case of discrepancy in extended price calculation(s), unit price(s) will prevail.
2. Cash discounts quoted for prompt payment will not be considered as a factor in the awarding of bids, but may be taken if payment is made within the stated time.
3. Payment will be made within 30 days after complete system acceptance by the Anchorage School District. Official acceptance shall be done after a thorough inspection of the items is completed and the items are determined to be fully functional in accordance with the specifications.
4. All prices shall be in U.S. Dollars.

**Q. QUESTIONS**

1. Questions shall be submitted in written form and addressed to Dane Sutterfield, Purchasing Agent, no later than seven (7) calendar days prior to bid opening. Oral questions cannot be answered and are not binding for this ITB.
2. Questions can be faxed or e-mailed to the following:

Reference: ITB 2012-516 FURNISH & INSTALL MISCELLANEOUS AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

Faxed: Anchorage School District Purchasing Department @ 907-243-6293

ANCHORAGE SCHOOL DISTRICT ITB 2012-516  
FURNISH & INSTALL MISC. AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

Attn: Dane Sutterfield, Senior Purchasing Agent

E-mail [purchasing@asdk12.org](mailto:purchasing@asdk12.org)

Reference: ITB 2012-516 FURNISH & INSTALL MISCELLANEOUS AFTERMARKET  
COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

**R. BIDS**

1. Complete bids **MUST** be in the office of the Purchasing Department, Anchorage School District, 4919 Van Buren Street, Anchorage, Alaska on or before the time and date stated on the face page of this Invitation to Bid. At the submittal deadline the bids may be opened and publicly read in the CONFERENCE ROOM of the Anchorage School District Purchasing Department. It is the responsibility of the bidder to ensure that his/her complete bid and subsequent addenda, if any, are in the office of the Purchasing Department prior to the time of the scheduled bid opening.
2. Bidders are cautioned that bids which arrive after the time of the scheduled bid opening will not be considered and will be returned unopened.
3. Bidders should be aware addenda could be issued after the pre-bid conference is held. It is the bidders responsibility to ascertain if addenda have been issued by checking the District's Purchasing website: <http://www.asdk12.org/depts/purchasing/>
4. No oral change or interpretation of the provisions contained in this Invitation to Bid is valid. Written addenda may be issued when changes, clarifications, or amendments to bid document are deemed necessary by the School District.
5. If mailed, bids shall be addressed as follows:

PURCHASING DEPARTMENT  
Anchorage School District  
4919 Van Buren Street  
Anchorage, Alaska 99517-3137

6. Bids **MUST** be in **SEALED** envelopes with the outside of the envelope clearly marked with bidder's name, address, and phone number and as follows:

INVITATION TO BID: **ITB 2012-516 FURNISH & INSTALL MISCELLANEOUS  
AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY  
VEHICLES**

DUE: **NLT 2:00 p.m., Local Time, September 27, 2012**

7. Late bids will not be considered and will be returned to the bidder unopened.
8. The District will not accept bid responses via facsimile (fax) or email. Email and faxes are available for informational inquiries only. Invitation to Bid responses received via faxes or email will be considered non-responsive. However, modifications to original bids and addenda, (including signature) may be faxed.
9. All bids shall be submitted on the attached Signature Page (Attachment A) and Bid Form (Attachment B) in the spaces indicated and must comply with these instructions.
10. The Signature Page (Attachment A) and Bid Form (Attachment B) must be completed and signed by an authorized representative of the firm submitting the bid. Additional information requested in this Invitation to Bid shall be submitted as indicated on the Bidder's Checklist.

**S. REQUEST FOR ADDITIONAL INFORMATION**

Prior to the final selection, bidders may be required to submit additional information, which the District may deem necessary to further evaluate the bidder's bid.

**T. RIGHT OF REJECTION AND CLARIFICATION**

The District reserves the right to reject any and all bids, to request clarification of information from any bidder and to waive informalities in the bid procedures. The District is not obligated to enter into a contract on the basis of any bid submitted in response to this ITB.

**U. ASSIGNMENT**

The successful bidder(s) shall not sell, assign, transfer or convey any contract resulting from this ITB, in whole or in part, without the prior written consent of the District.

**V. RESPONSE REQUIRED**

Your response, whether you are bidding or not, is our only indication of interest in District business. To assure continued receipt of ITBs when not bidding, return only the cover sheet with the statement "NO BID ALL ITEMS" or "NO BID THIS INVITATION" on its face and the name of your firm. Continued failure to do so will result in automatic removal of your firm from the commodity listing selected for this ITB.

**W. TERMINATION**

1. By Default of the Contractor. The Anchorage School District may terminate a contract whenever the Vendor shall default in performance of the contract in accordance with its terms. In such an instance, the Vendor is liable for all expenses he has incurred under the contract. Also any materials provided during or resulting from the contract shall be the property of the Anchorage School District.
2. For the Convenience of the Anchorage School District. The Anchorage School District may terminate a contract, or a portion thereof, whenever it is in their best interest to do so with a ten day written notice. In such instance, the Anchorage School District will assume responsibility for all financial commitments made prior to notice of termination. Any property, publications or materials provided during or resulting from the contract shall be the property of the Anchorage School District.

**X. PROTEST AND APPEAL PROCESS FOR AGGRIEVED BIDDERS/PROPOSERS**

1. Protest
  - a. An interested party may protest a solicitation or a proposed award of a contract.
    - i) A protest as to the specifications and/or terms and conditions of a solicitation must be received by the Purchasing Director at least five (5) calendar days prior to the due date of the bid or proposal; failure to protest as provided herein constitutes a waiver of any objection to the solicitation.
    - ii) For construction projects and architectural/engineering design services, the protest of a proposed award of a contract must be received by the Purchasing Director within ten (10) calendar days after issuance of the notice of intent to award.

ANCHORAGE SCHOOL DISTRICT ITB 2012-516  
FURNISH & INSTALL MISC. AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

iii) For goods or services, the protest of a proposed award of a contract must be received by the Purchasing Director within seven (7) calendar days after issuance of the notice of intent to award, except that for purchases under \$100,000, the protest must be received within three (3) business days.

iv) The protest must include the name of the person submitting the protest, the name of the bidder/proposer represented by that person, the specific action or bid/request for proposal contract award which is being protested, a detailed explanation of the reasons for the protest, and the relief requested.

v) The aggrieved person must serve all other interested parties with its protest.

- b. The Purchasing Director shall stay the intended award of a contract unless the Purchasing Director determines the award of the contract without further delay is necessary to protect the District's best interest.
- c. The Purchasing Director may, in his/her sole discretion, hold a hearing.
- d. The rights and remedies granted by this section are not available for informal small purchases with an actual or potential value of less than twenty-five thousand dollars (\$25,000).
- e. Failure to protest as provided herein constitutes a waiver of any objection to the solicitation and contract award.

2. Appeal

- a. A decision by the Purchasing Director may be appealed to the Anchorage School Board.
- b. Any appeal shall be filed with the Superintendent within five (5) days after the decision is received by the protester and must include the name of the person submitting the appeal, the name of the bidder/proposer represented by that person, and a detailed explanation of the basis for the appeal.
- c. The aggrieved bidder/proposer must serve all other interested parties with its appeal.
- d. The Superintendent may obtain an independent review of the appeal issues if the Superintendent determines such review will assist consideration of the appeal.
- e. The independent review shall be conducted by a not directly involved District employee or an experienced but disinterested third party from outside the District.
- f. Failure to appeal to the Anchorage School Board as provided herein constitutes a waiver of any objections to the solicitation and the contract award.

3. Consideration of Appeal

- a. The decision being appealed and the findings from the independent review, if any will be reported to the Board.
- b. Upon consideration of the appeal and allowing interested parties an opportunity to address the issues on appeal, the Board may:



ANCHORAGE SCHOOL DISTRICT ITB 2012-516  
FURNISH & INSTALL MISC. AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

- i) Award the contract as recommended, if applicable, indicating its reasons for rejecting the appeal;
- ii) Grant the appeal, indicating its reasons for granting the appeal, and determine an appropriate remedy consistent with 725.6.3. The Board may award the contract at that meeting to some other bidder/proposer if it finds that a delay in making the award would adversely affect the District.
- iii) Stay any award of the contract to permit further consideration of the appeal, with action to be scheduled as soon as practicable, but in no event more than twenty (20) days after the stay as initiated.
- iv) Reject all bids/proposals
- v) Take such other action as appears appropriate and in the best interest of the District under the circumstances.

4. Frivolous Protests

a. Signature on Protest Constitutes Certificate.

- i) The signature of an attorney or party on a request for review, protest, motion, or other document constitutes a certificate by the signer that the signer has read the document, to the best of his/her knowledge, information, and belief formed after reasonable inquiry it is well grounded in fact and is warranted by existing law or a good faith argument for the extension, modification, or reversal of existing law, and that it is not interposed for an improper purpose, such as to harass, limit competition, or to cause unnecessary delay or needless increase in the cost of the procurement or of the litigation.

b. Sanctions for Violation.

- i) If a request for review, protest, pleading, motion, or other document is filed with the Purchasing Director is signed in violation of 725.6.1.4.1, the Board, may impose upon the person who signed it, a represented party, or both, an appropriate sanction, that may include an order to pay to the other party or parties the amount of the reasonable expenses incurred because of the filing of the protest, pleading, motion, or other paper, including a reasonable attorney's fee.

**Y. CONFLICT OF INTEREST**

1. The Vendor agrees to certify that Anchorage School District employees, School Board members, or a member of their household are not in conflict of interest with the contract and Board Policy as follows (725.8.3 Disclosure and Waiver of Conflict of Interest):

- a. No Board member, employee, or a member of their household, shall acquire, directly or indirectly, an economic interest in a District or Municipal contract, or engage in business with the District or the municipality, unless the contract is competitively solicited and other requirements of Section 725 of Board Policy and section 1.15 of the Anchorage Municipal Code are met.
- b. The following acts and circumstances shall not be deemed to be in conflict with the performance of official duties if, at the earliest opportunity after having acquired such knowledge, the Board member or employee files a disclosure pursuant to 725.8.4 or requests and obtains a waiver pursuant to Board Policy 725.8.5:

ANCHORAGE SCHOOL DISTRICT ITB 2012-516  
FURNISH & INSTALL MISC. AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

- i) Such person owns a sole proprietorship, or is a partner in a partnership, or is an officer, director, major shareholder (five percent (5%) or more of the outstanding shares) or has management control in a corporation that submits a bid, proposal or quotation to the District or attempts to enter or enters into a contract with the District;
  - ii) Such person has any significant (five percent (5%) or more) financial interest in any sale, lease or rental to the District of any service or property and such person has knowledge that the District intends to purchase, lease or rent the property or service;
  - iii) Such person wishes to sell or receive royalties on books or materials sold to the District for use in the school system for which the employee is the author;
  - iv) Such person is an employee who has been providing private services to a child who transfers to a new school or class or advances to a higher grade and the child becomes a student in the class being taught/aided by his/her provider.
2. Board Members, District employees, and their household and/or immediate family members are required to comply with Board Policies and the Municipal Ethics Code by disclosing conflicts of interest.
- a. When a board member, employee, or their household and/or immediate family member intends to do business with the District, the appropriate District and Municipal forms must be filed by the Board Member or District employee with the Municipal Clerk's Office and the Purchasing Department.

Note: *Notice of Intent to Respond to Public Solicitation* shall be filed with the Municipal Clerk's office in advance to allow a minimum of **7 calendar days to elapse between electronic publication by the clerk and the final date** for submitting a response to the solicitation. The form may be obtained from the Municipality of Anchorage website, [www.muni.org](http://www.muni.org).

District *Disclosure* and *Request for Waiver* forms and instructions may be obtained from the Purchasing Bid Information link under Quick Links on the ASD website, [www.asdk12.org](http://www.asdk12.org).

- b. The responsibility for complete and timely filing rests solely with the Board Member or District employee.
3. Copies of all conflict of interest and ethics code documents should be submitted with your quote.

**Z. AWARD**

1. Award will be made by line item to the lowest responsive, responsible bidder meeting the specifications.
2. Award of any contract as a result of this Invitation to Bid is after consideration of factors listed in paragraph CC below and as determined to be in the best interest of the Anchorage School District. The District reserves the right, at its sole discretion, to cancel this Invitation to Bid or any part thereof, at any time, prior to the award of contract under this Solicitation.

**AA. ALASKA BUSINESS LICENSE**

Bidders must hold a valid Alaska business license and any necessary applicable professional licenses required by Alaska Statute as a condition of award. Bidders should contact the State of Alaska, Department of Commerce, Community and Economic Development, Division of Occupational Licensing, for information regarding business licensing. Contact information, information regarding business licensing, and business licenses, are available at <http://www.dced.state.ak.us/occ>.

**BB. PUBLIC RECORDS CLAUSE**

This Invitation to Bid and the resulting bids received, together with copies of all documents pertaining to the award of a contract, will be kept by the Purchasing Department and made part of the record which will be open to public inspection. If a bid contains any information which is proprietary or confidential, each page of the bid containing such information must be clearly marked. Cost or price information will be open to public inspection.

**CC. BID CONSIDERATION**

1. Factors that may be considered in evaluating the bids in addition to price will include:
  - a. The ability, capacity and skill of the bidder to perform the contract.
  - b. Whether the bidder can perform the contract within the time specified without delay or interference.
  - c. The character, integrity, reputation judgment, experience and efficiency of the bidder.
  - d. The quality of performance by the bidder on previous contracts.
  - e. Previous compliance by the bidder with laws and regulations relating to the contract.

**DD. DISTRICT NOT RESPONSIBLE FOR PREPARATION COSTS**

The District will not pay any cost associated with the preparation, submittal, presentation, or evaluation of any bid. The District shall not be liable for any cost incurred by a bidder in responding to this solicitation or incurred for any work done, even in good faith, prior to execution of a contract and issuance of a notice to proceed, including but not limited to: bid preparation costs and costs, including attorney fees associated with any challenge (administrative, judicial or otherwise) to the determination of the lowest responsive, responsible bidder and/or award of contract and/or rejection of bids. By submitting a bid, each bidder agrees to be bound in this respect and waives all claims to such costs and fees.

**EE. HOLD HARMLESS**

Bidders shall defend and hold the District, its officers, employees, agents and insurers harmless from any and all claims arising from the use or consumption of product provided by bidder unless bidder can establish that such claims arise from the District's improper handling, storage, or use of the product.

**FF. LOCAL PREFERENCE**

Contracts shall be awarded by written notice issued by the Purchasing Director to the lowest responsive and responsible bidder; however, some preferences may be given to local bidders using the sliding scale in subsection (e)(1) of Board Policy 725.3.2.3.1, when funds are available and such preference is not prohibited by the funding source.

**GG. INSURANCE REQUIREMENTS**

1. General Requirements. Without limiting the contractor's indemnification, it is agreed that the contractor shall maintain for the duration of the contract, at its cost and expense, the insurance required under this Section. Where specific limits are shown, they are minimum acceptable limits and if the contractor's policy contains higher limits, the District will be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the District and must provide for a 30-day prior notice of cancellation, nonrenewal or material change of conditions. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach of this contract and shall be grounds for termination of contractor's services. All insurance policies shall comply with, and be issued by insurers licensed to transact the business of insurance under AS 21 and shall be with insurers having a Best's rating of no less than A-. The failure to supply satisfactory proof of insurance within the time required will cause the District to terminate this contract and/or to declare the contractor non-responsible and to reject the contractor's bid/offer. Proof of insurance is required for the following:
2. Commercial General Liability Insurance. Covering all business premises and operations used by the contractor in the performance of services under the contract, and contractual liability, with minimum coverage limits of \$1,000,000 combined single limit per occurrence.
3. Commercial Automobile Liability Insurance. Covering all vehicles used by the Contractor in the performance of work under this contract, including owned, non-owned and hired vehicles, with coverage limits of \$1,000,000 combined single limit per occurrence, and including uninsured/underinsured motorist coverage with limits of \$500,000 because of bodily injury to or death of one person in one accident, and, subject to the same limit for one person, \$1,000,000 because of bodily injury to or death of two or more persons in one accident.
4. Workers' Compensation Insurance. Contractor shall provide and maintain for all employees engaged in work under this contract coverage as required by AS 23.30.045; and, where applicable, any other statutory obligations including, but not limited to, Federal U.S.L. & H. and Jones Act requirements. Such policies must include a waiver of subrogation in favor of the District. Contractor shall comply with all applicable provisions of the Alaska Workers' Compensation Act, AS 23.20.010 et. seq., while performing work for the District and for the entire term of this contract and any renewal of this contract.
5. Certificates of Insurance. Certificates of Insurance shall be in the name of the ANCHORAGE SCHOOL DISTRICT.
6. Additional Insured Status. The policies of insurance required under this Section 16, with the exception of workers' compensation insurance policies, shall name the District as an additional insured.
7. Additional Requirements. The Contractor shall notify the District immediately of any material changes in its insurance policies, such as changes in limits; coverage's and changes in status of any policy. The contractor shall furnish the District with a copy of each notice of renewal of the insurance policies required so long as this contract is in effect.

**END OF SECTION I**

## SECTION II SPECIFICATIONS

The following specifications describe the minimum requirements for installing aftermarket components and equipment on various light duty vehicles that will meet the performance, safety, and standardization of the Anchorage School District Transportation Department. These specifications are intended to assure that all bids submitted will cover units and aftermarket components of similar design and capacity. The unit shall be new and unused.

Below is the list of the various vehicles with the schedules of aftermarket components and the minimum specifications for installing the components. Aftermarket components must meet or exceed the following specifications:

| Vehicle # | Vehicle Description  | Schedule 1 | Schedule 2 | Schedule 3 | Schedule 4 | Schedule 5 | Schedule 6 |
|-----------|--|------------|------------|------------|------------|------------|------------|
| 1.        | Class 137 GC33705 Chevrolet 1-Ton, 2-WD Ext, Super Cargo Van, 155-Inch Wheel Base, Replaces Unit 92  | X          | X          | X          |            |            |            |
| 2.        | Class 137 GC33705 Chevrolet 1-Ton, 2-WD Ext, Super Cargo Van, 155-Inch Wheel Base, Replaces Unit 133 | X          | X          | X          |            |            |            |
| 3.        | Class 137 GC33705 Chevrolet 1-Ton, 2-WD Ext, Super Cargo Van, 155-Inch Wheel Base, Replaces Unit 328 | X          | X          | X          |            |            |            |
| 4.        | Class 137 GC33705 Chevrolet 1-Ton, 2-WD Ext, Super Cargo Van, 155-Inch Wheel Base, Replaces Unit 330 | X          | X          | X          |            |            |            |
| 5.        | Class 137 GC33705 Chevrolet 1-Ton, 2-WD Ext, Super Cargo Van, 155-Inch Wheel Base, Replaces Unit 113 | X          | X          | X          |            |            |            |
| 6.        | Class 137 GC33705 Chevrolet 1-Ton, 2-WD Ext, Super Cargo Van, 155-Inch Wheel Base, Replaces Unit 326 | X          | X          | X          |            |            |            |
| 7.        | Class 137 GC33705 Chevrolet 1-Ton, 2-WD Ext, Super Cargo Van, 155-Inch Wheel Base, Replaces Unit 327 | X          | X          | X          |            |            |            |
| 8.        | Class 137 GC33705 Chevrolet 1-Ton, 2-WD Ext, Super Cargo Van, 155-Inch Wheel Base, Replaces Unit 329 | X          | X          | X          |            |            |            |
| 9.        | Class 137 GC33705 Chevrolet 1-Ton, 2-WD Ext, Super Cargo Van, 155-Inch Wheel Base, Replaces Unit 349 | X          | X          | X          |            |            |            |
| 10.       | Class 137 CH13405 Chevrolet 1-Ton, AWD Cargo Van, 135-Inch Wheel Base, Replaces Unit 114             | X          |            | X          |            |            |            |
| 11.       | Class 163 F350 F3H 4X4 Ford Duel Wheel 1-Ton Cab Chassis, Replaces Unit 341                          |            |            |            |            | X          |            |
| 12.       | Class 163 F350 F3H 4X4 Ford Duel Wheel 1-Ton Cab Chassis, Replaces Unit 286                          |            |            |            | X          | X          |            |
| 13.       | Class 154 F250 F2B Ford ¾ Ton Pickup with Snow Plow Package, Replaces Unit 333                       |            |            |            |            |            | X          |
| 14.       | Class 128 S7D Ford Transit Connect, 114-Inch Wheel Base, Replaces 78                                 | X          |            | X          |            |            |            |
| 15.       | Class 128 S7D Ford Transit Connect, 114-Inch Wheel Base, Replaces 79                                 | X          |            | X          |            |            |            |
| 16.       | Class 128 S7D Ford Transit Connect, 114-Inch Wheel Base, Replaces 275                                | X          |            | X          |            |            |            |
| 17.       | Class 128 S7D Ford Transit Connect, 114-Inch Wheel Base, Replaces 337                                | X          |            | X          |            |            |            |
| 18.       | Class 128 S7D Ford Transit Connect, 114-Inch Wheel Base, Replaces 340                                | X          |            | X          |            |            |            |
| 19.       | 1-Ton Cab Axle, Unit 75  |            |            |            |            | X          |            |

**SCHEDULE 1**

**A. SPRAY-IN INSULATION**

1. Spray and apply 1-Inch thick urethane insulation inside cargo area, except floor, with hard surface coating to create a thermal barrier on **Vehicles 1 through 10; and 14 through 18.**
2. Delivery date not to exceed 30 calendar days After Receipt of Order and vehicle(s).
3. Spray in insulation to include a minimum five year warranty covering product application.
4. Vehicles to be delivered to Anchorage School District Transportation Center, 3580 Tudor Road, Anchorage, Alaska; Attention: Jay Adams, phone 907-742-1213 upon completion of application.
5. Final payment will be based on approval and acceptance that the insulation is in compliance with the specifications. Compliance shall be determined solely by the District. Failure to meet specifications is "just cause" for rejection at the expense of the Bidder.

**SCHEDULE 2**

**A. LOCKING 2 LADDER RACK**

1. Furnish and install a **True Racks Model AVA-2 or Equal**, 2 Bar Aluminum Van Ladder/Utility Rack to fit Full size Chevrolet Super Cargo Vans on **Vehicles 1 through 9.**
2. Engineered to support a minimum of 500-Pound capacity (250lbs. per bar).
3. Delivery date not to exceed 30 calendar days After Receipt of Order and vehicle(s).
4. Two (2) copies of manufacture's descriptive literature of locking 2 ladder rack to be furnished and installed must be submitted with bid.
5. Vehicles to be delivered to Anchorage School District Transportation Center, 3580 Tudor Road, Anchorage, Alaska; Attention: Jay Adams, phone 907-742-1213 upon completion of installation.
6. Final payment will be based on approval and acceptance that the ladder rack is in compliance with the specifications. Compliance shall be determined solely by the District. Failure to meet specifications is "just cause" for rejection at the expense of the Bidder.

**SCHEDULE 3**

**B. PARTITIONS/TOOL BINS**

1. Furnish and Install Behind Seat Partition and Tool Bin in **Vehicles 1 through 9.**
2. Furnish and Install Behind Seat Partition only in **Vehicle 10; and Vehicles 14 through 18.**
3. Delivery date not to exceed 30 calendar days After Receipt of Order and vehicle(s).
4. Two (2) copies of manufacture's descriptive literature of partition and tool bin to be furnished and installed must be submitted with bid.

ANCHORAGE SCHOOL DISTRICT ITB 2012-516  
FURNISH & INSTALL MISC. AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

5. Vehicles to be delivered to Anchorage School District Transportation Center, 3580 Tudor Road, Anchorage, Alaska; Attention: Jay Adams, phone 907-742-1213 upon completion of installation.
6. Final payment will be based on approval and acceptance that the partition/tool bin are in compliance with the specifications. Compliance shall be determined solely by the District. Failure to meet specifications is "just cause" for rejection at the expense of the Bidder.

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| <b>SCHEDULE 4</b> |
|-------------------|

**A. FLAT BED WITH STAKES**

1. Furnish and Install One (1) Flatbed with Stakes on **Vehicle 12** with 60" Cab Axle.
2. Bed Requirements:
  - a. Premium Heavy-duty 9-Foot, 5-Inches to 10-Foot Long by 96-Inch Wide Flat Bed.
  - b. Minimum 2-Inch Wood Decking Tongue and Groove.
  - c. End and Side rails, minimum of 12-gauge.
  - d. Standard stake pockets 1.66-Inches by 3.56-Inches Side and Rear.
  - e. Cross Sills, Minimum 11-Gauge; and 50,000 PSI Yield Strength.
  - f. Under body tie down rails. A 3/8" x 2-Inch steel tie down rail welded to the underside of each cross sill of platform, running from the first cross sill to the last cross sill. Approximately 6.5-Inches from the outside of the platform side rail.
  - g. Long sills to be structural channel for use with a conversion hoist.
  - h. Permanently mounted bulk head. 44-Inches high from floor of deck. Punched window for viewing of load from cab.
  - i. Removable stationary contractor sides with removable tail gate that can be lowered and chained parallel to ground, dropped down, or completely removed.
  - j. Fuel fill shall be mounted in normal position.
  - k. Deck bulkhead and sides to be epoxy primed with a black finish.
  - l. Reflective safety tape applied to side rails.
  - m. LED light package (all lights). Weather proof connections. All wiring going through metal shall be protected with grommets. Wiring shall be protected in plastic armor.
3. Towing Package:
  - a. Class V receiver hitch and ICC bumper with 3-Inch drop draw bar and 2-inch ball.
  - b. 12,000-Pound Maximum hitch rating and a maximum tongue weight of 2,400-Pounds.
  - c. Hand operated electrical trailer brake controller, mounted under dash near steering wheel.
  - d. Rear electrical hook-up to be round 6-pin receptacle (**Pollack No. 11-600 or Cole Hersee 1232**). Protect terminals from road splash with protective housing.
  - e. Color of ICC bumper/hitch to be black.
4. Additional Equipment:
  - a. 1-Each, **ECCO 6250A** Strobe light mounted center line and center of top of cab body. Illuminated when on switch mounted on dash.
  - b. 1-Each, 2.5-Pound fire extinguisher mounted in cab.
  - c. 1-Each, 10-Unit first aid kit mounted in cab.
  - d. 1-Each, An emergency reflector kit placed in cab.

ANCHORAGE SCHOOL DISTRICT ITB 2012-516  
FURNISH & INSTALL MISC. AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

- e. Two (2) flood work lights mounted on the bulkhead facing toward the deck. Illuminated when on switch mounted in dash.
  - f. 1-Each, heavy-duty locking weather proof storage box mounted to the frame on the driver's side of vehicle. Approximately 24" x 18" x 18".
  - g. Two (2) Each, S-line ratchet straps per unit. Size: 3" x 27" to be rated no less than 15,000-Pounds.
5. Delivery date not to exceed 30 calendar days After Receipt of Order and vehicle(s).
  6. Two (2) copies of manufacture's descriptive literature of bed, towing package and additional equipment to be furnished and installed must be submitted with bid.
  7. Vehicles to be delivered to Anchorage School District Transportation Center, 3580 Tudor Road, Anchorage, Alaska; Attention: Jay Adams, phone 907-742-1213 upon completion of installation.
  8. Final payment will be based on approval and acceptance that the components are in compliance with the specifications. Compliance shall be determined solely by the District. Failure to meet specifications is "just cause" for rejection at the expense of the Bidder.

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| <b>SCHEDULE 5</b> |
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**A. BOX PACKAGE & PLATFORM LIFT 1**

1. Furnish and Install One (1) Nine Foot Dry Box with 1,600-Pound Platform Lift on **Vehicle 11** with 60" cab axle.
2. Box Requirements:
  - a. Inside Dimensions: 9-Foot Long x 78-Inch High.
  - b. Outside Dimension: 8-Foot Wide.
  - c. Flat interior floor.
  - d. Full steel frame for heavy-duty long life use.
  - e. Undercoated over insulation under body.
  - f. Plywood lined walls, ceiling and front.
  - g. Four (4) rolls of E-tracking along the side walls and front wall. Height location to be determined by District after award.
  - h. Curb side door mounted in side of box, hinged to the front. Door mounted toward the front of the box.
  - i. 1-1/8" laminated hard wood floor.
  - j. ICC Bumper
  - k. Interior dome lights to be equal to a **Truck-lite model 80253C**, 18" round LED high output dome lights. Two (2) lights mounted center line of the box, one (1) at the front and one (1) in the center. Switched with warning light in the cab. Up-fitters switch.
  - l. Side wall posts on 12-Inch centers.
  - m. Side wall exterior skin shall be snap lock aluminum panels with a .010 smooth exterior surface.
  - n. Urethane insulation. 2-Inch thick front, side ceiling and under floor.
  - o. Rear roll-up door to be a **TODCO** 1-1/8" insulated door.
  - p. Exterior color shall be white.
  - q. Markers and electrical to be F.M.V.S.S. 108 standard requirements.
  - r. **Non-advertising mud flaps** to be installed on rear tires.



ANCHORAGE SCHOOL DISTRICT ITB 2012-516  
FURNISH & INSTALL MISC. AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

- s. Lift gate to be a rail type gate 16,000-Pound capacity. Power closure/open. Platform to be approximately 89"W x 42"D.
3. Delivery date not to exceed 30 calendar days After Receipt of Order and vehicle(s).
4. Two (2) copies of manufacture's descriptive literature of dry box, lift gate and other components to be furnished and installed must be submitted with bid.
5. Vehicles to be delivered to Anchorage School District Transportation Center, 3580 Tudor Road, Anchorage, Alaska; Attention: Jay Adams, phone 907-742-1213 upon completion of installation.
6. Final payment will be based on approval and acceptance that the components are in compliance with the specifications. Compliance shall be determined solely by the District. Failure to meet specifications is "just cause" for rejection at the expense of the Bidder.

**B. BOX/TOWING PACKAGE 2**

1. Furnish and Install One (1) Ten Foot Dry Box and Towing Package on **Vehicle 19** with 60" cab axle.
2. Box Requirements:
  - a. Inside dimensions: 10-Foot Long x 78" High.
  - b. Outside Dimensions: 8-Foot Wide.
  - c. Flat interior floor.
  - d. Full steel frame for heavy-duty long life use.
  - e. Undercoated over insulation under body.
  - f. Plywood lined walls, ceiling and front.
  - g. Curb side door mounted in side of box, hinged to the front. Door mounted toward the front of the box.
  - h. 1-1/8" laminated hard wood floor.
  - i. ICC Bumper
  - j. Interior dome lights to be equal to a **Truck-lite model 80253C**, 18" round LED high output dome lights. Two (2) lights mounted center line of the box, one (1) at the front and one (1) in the center. Switched with warning light in the cab. Up-fitters switch.
  - k. Side wall posts on 12-Inch centers.
  - l. Side wall exterior skin shall be snap lock aluminum panels with a .010 smooth exterior surface.
  - m. Urethane insulation. 2-Inch thick front, side ceiling and under floor.
  - n. Rear roll-up door to be a **TODCO** 1-1/8" insulated door.
  - o. Exterior color shall be white.
  - p. Markers and electrical to be F.M.V.S.S. 108 standard requirements.
  - q. **Non-advertising mud flaps** to be installed on rear tires.
3. Towing Package:
  - a. Class V receiver hitch and ICC bumper with 3-Inch drop draw bar and 2-Inch ball.
  - b. Ratings of hitch shall be 12,000 pound maximum and a maximum tongue weight of 2,400 pounds.
  - c. Hand operated electrical trailer brake controller, mounted under dash near steering wheel.
  - d. Rear electrical hook-up to be round 6-pin receptacle (**Pollack No. 11-600 or Cole Hersee 1232**). Protect terminals from road splash with protective housing.

ANCHORAGE SCHOOL DISTRICT ITB 2012-516  
FURNISH & INSTALL MISC. AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

- e. Color of ICC bumper/ hitch is black.
- 4. Delivery date not to exceed 30 calendar days After Receipt of Order and vehicle(s).
- 5. Two (2) copies of manufacture's descriptive literature of dry box and towing package and additional components to be furnished and installed must be submitted with bid.
- 6. Vehicles to be delivered to Anchorage School District Transportation Center, 3580 Tudor Road, Anchorage, Alaska; Attention: Jay Adams, phone 907-742-1213 upon completion of installation.
- 7. Final payment will be based on approval and acceptance that the components are in compliance with the specifications. Compliance shall be determined solely by the District. Failure to meet specifications is "just cause" for rejection at the expense of the Bidder.

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| <b>SCHEDULE 6</b> |
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**A. SNOW PLOW**

- 1. Furnish and Install One (1) 8 to 10-Foot Snow Plow on **Vehicle 14**.
- 2. Plow Requirements:
  - a. Snow plow to be a **Fisher XLS Snow Plow or Equal**.
  - b. Hydraulically activated wings.
  - c. Retracted the plow is 8-feet wide.
  - d. Extended the plow is 10-feet wide.
  - e. In scoop position the plow is 9-feet wide.
  - f. Blade height is 29-Inches.
  - g. Plow to have trip edge.
  - h. Plow to have ½" x 6-Inch replaceable cutting edges.
  - i. Rubber snow deflector mounted along top of plow.
  - j. Pump to be mounted to plow frame with lights.
  - k. Joy stick / toggle type switch for plow control mounted to transmission tunnel or dash. Mounted so it is usable by the driver.
  - l. Plow shall have "drive-into" capability and a foot or jack to set on when not connected to the vehicle.
  - m. Amber beacon shall be mounted to roof. Beacon to be 6-Inch strobe type.
  - n. Back up alarm shall be mounted on bed.
- 3. Delivery date not to exceed 30 calendar days After Receipt of Order and vehicle(s).
- 4. Two (2) copies of manufacture's descriptive literature of snow plow and additional components to be furnished and installed must be submitted with bid.
- 5. Vehicles to be delivered to Anchorage School District Transportation Center, 3580 Tudor Road, Anchorage, Alaska; Attention: Jay Adams, phone 907-742-1213 upon completion of installation.
- 6. Final payment will be based on approval and acceptance that the snow plow is in compliance with the specifications. Compliance shall be determined solely by the District. Failure to meet specifications is "just cause" for rejection at the expense of the Bidder.

ANCHORAGE SCHOOL DISTRICT ITB 2012-516  
FURNISH & INSTALL MISC. AFTERMARKET COMPONENTS ON VARIOUS LIGHT DUTY VEHICLES

NOTE: Any exception to these specifications will be specified in writing, in their bid, by the bidder to the Anchorage School District. Failure to meet the specified requirements may be cause for rejection.

**END OF SPECIFICATIONS**

|   |  |   |
|---|--|---|
| Sealed Bids will be received until:<br><br><br><br><br><br><br><br><br><br>DUE: NLT 2:00 p.m., Local Time<br>DATE: September 27, 2012 | ANCHORAGE SCHOOL DISTRICT<br>Purchasing Department<br>4919 Van Buren Street<br>Anchorage, AK 99517-3137<br><br><b>ATTACHMENT A -<br/>SIGNATURE PAGE</b><br><br>ISSUED: September 7, 2012 | Show the following on the outside<br>of the sealed bid envelope:<br><br>Invitation to Bid: ITB 2012-516<br>FURNISH AND INSTALL MISC.<br>AFTERMARKET COMPONENTS<br>ON VARIOUS LIGHT DUTY<br>VEHICLES<br><br>DUE: NLT 2:00 p.m., Local Time<br>DATE: September 27, 2012 |
|---|--|---|

**This form must be returned with the bid.**

We the undersigned, in accordance with the Instructions to Bidders (Pages 2-12) and Specifications (Pages 13 - 19) and required attachments, hereby submit our bid.

By submitting a bid, the bidder acknowledges that he/she has received all documents listed on the Invitation to Bid Cover Sheet, and has carefully reviewed and has full knowledge of those listed documents.

For purposes of evaluation and contract award, in the event of inconsistency between the unit price and extended amount, the unit price will govern.

Prompt Payment Discount Offered: \_\_\_\_\_% \_\_\_\_\_ Days

Addendum Number(s) \_\_\_\_\_ is/are hereby acknowledged.

FOR BIDDERS USE ONLY  
PLEASE COMPLETE ALL APPROPRIATE BLANKS

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

COMPANY NAME: \_\_\_\_\_

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

PRINTED NAME: \_\_\_\_\_ PRINTED TITLE: \_\_\_\_\_

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

CITY/STATE/ZIP: \_\_\_\_\_

PHYSICAL BUSINESS ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

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

FEDERAL TAX ID NUMBER: \_\_\_\_\_ ALASKA BUSINESS LICENSE #: \_\_\_\_\_

**ATTACHMENT B**  
**BID FORM**

Time: NLT 2:00 p.m., Local Time  
 September 27, 2012

INVITATION TO BID: ITB 2012-516  
 MISCELLANEOUS LIGHT DUTY VEHICLE COMPONENTS

| Item | QTY | Unit | Description  | Unit Price         | Extended Price |
|------|-----|------|--|--------------------|----------------|
| 1.   | 15  | Each | <b>SCHEDULE 1, Spray-in Urethane Insulation in Cargo Areas of Chevrolet Super Cargo Van, Vehicles 1 through 10; and 14 through 18, Per the Attached Specifications (Section II).</b> | \$_____ (Per Each) | \$_____        |

Indicate Delivery: \_\_\_ Days ARO.

| PRODUCT INFORMATION  |  |
|--|--|
| Product Name:  |  |
| WARRANTY   |  |
| Number of Months:  |  |
| WARRANTY SERVICES WILL BE PERFORMED AT THE FOLLOWING LOCATION: |  |
| Anchorage Firm:  |  |
| Anchorage Street Address:                                      |  |
| Point of Contact:  |  |
| Phone Number:  |  |

|    |   |      |   |                    |         |
|----|---|------|---|--------------------|---------|
| 2. | 9 | Each | <b>SCHEDULE 2, LOCKING 2 LADDER RACK, Furnish and Install Ladder Rack on Chevrolet Super Cargo Van, Vehicles 1 through 9, Per the Attached Specifications (Section II).</b> | \$_____ (Per Each) | \$_____ |
|----|---|------|---|--------------------|---------|

Indicate Delivery: \_\_\_ Days ARO.

| LADDER RACK  |  |
|--|--|
| Brand Name:  |  |
| Model Number:  |  |
| Year:  |  |
| WARRANTY   |  |
| Number of Months:  |  |
| WARRANTY SERVICES WILL BE PERFORMED AT THE FOLLOWING LOCATION: |  |
| Anchorage Firm:  |  |
| Anchorage Street Address:                                      |  |
| Point of Contact:  |  |
| Phone Number:  |  |

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

**ATTACHMENT B (Continued)**  
**BID FORM**

| Item                             | QTY | Unit | Description   | Unit Price         | Extended Price |
|----------------------------------|-----|------|---|--------------------|----------------|
| 3.                               | 9   | Each | <b>SCHEDULE 3, Furnish and Install Behind Seat Partition and Tool Bin on Chevrolet Super Cargo Van, Vehicles 1 through 9, Per the Attached Specifications (Section II).</b> | \$_____ (Per Each) | \$_____        |
| Indicate Delivery: ___ Days ARO. |     |      |   |                    |                |

| PARTITION  |  |
|--|--|
| Brand Name:  |  |
| Model Number:  |  |
| TOOL BIN   |  |
| Brand Name:  |  |
| Model Number:  |  |
| WARRANTY   |  |
| Number of Months:  |  |
| WARRANTY SERVICES WILL BE PERFORMED AT THE FOLLOWING LOCATION: |  |
| Anchorage Firm:  |  |
| Anchorage Street Address:                                      |  |
| Point of Contact:  |  |
| Phone Number:  |  |

|                                  |   |      |   |                    |         |
|----------------------------------|---|------|---|--------------------|---------|
| 4.                               | 6 | Each | <b>SCHEDULE 3, Furnish and Install Behind Seat Partition Only in Chevrolet Super Cargo Van, Vehicle 10; and Vehicles 14 through 18, Per the Attached Specifications (Section II).</b> | \$_____ (Per Each) | \$_____ |
| Indicate Delivery: ___ Days ARO. |   |      |   |                    |         |

| PARTITION  |  |
|--|--|
| Brand Name:  |  |
| Model Number:  |  |
| WARRANTY   |  |
| Number of Months:  |  |
| WARRANTY SERVICES WILL BE PERFORMED AT THE FOLLOWING LOCATION: |  |
| Anchorage Firm:  |  |
| Anchorage Street Address:                                      |  |
| Point of Contact:  |  |
| Phone Number:  |  |

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

**ATTACHMENT B (Continued)**  
**BID FORM**

| Item                             | QTY | Unit | Description  | Unit Price         | Extended Price |
|----------------------------------|-----|------|--|--------------------|----------------|
| 5.                               | 1   | Each | <b>SCHEDULE 4, Furnish and Install Flat Bed with Stakes on Vehicle 12 with 60" Cab Axle, Per the Attached Specifications (Section II).</b> | \$_____ (Per Each) | \$_____        |
| Indicate Delivery: ___ Days ARO. |     |      |  |                    |                |

| FLAT BED   |  |
|--|--|
| Brand Name:  |  |
| Model Number:  |  |
| TOWING PACKAGE   |  |
| Brand Name:  |  |
| Model Number:  |  |
| WARRANTY   |  |
| Number of Months:  |  |
| WARRANTY SERVICES WILL BE PERFORMED AT THE FOLLOWING LOCATION: |  |
| Anchorage Firm:  |  |
| Anchorage Street Address:                                      |  |
| Point of Contact:  |  |
| Phone Number:  |  |

|                                  |   |      |   |                    |         |
|----------------------------------|---|------|---|--------------------|---------|
| 6.                               | 1 | Each | <b>SCHEDULE 5, Furnish and Install Box Package and Platform Lift 1 on Vehicle 11, Per the Attached Specifications (Section II).</b> | \$_____ (Per Each) | \$_____ |
| Indicate Delivery: ___ Days ARO. |   |      |   |                    |         |

| BOX PACKAGE  |  |
|--|--|
| Brand Name:  |  |
| Model Number:  |  |
| PLATFORM LIFT  |  |
| Brand Name:  |  |
| Model Number:  |  |
| WARRANTY   |  |
| Number of Months:  |  |
| WARRANTY SERVICES WILL BE PERFORMED AT THE FOLLOWING LOCATION: |  |
| Anchorage Firm:  |  |
| Anchorage Street Address:                                      |  |
| Point of Contact:  |  |
| Phone Number:  |  |

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

**ATTACHMENT B (Continued)**  
**BID FORM**

| Item | QTY | Unit | Description  | Unit Price         | Extended Price |
|------|-----|------|--|--------------------|----------------|
| 7.   | 1   | Each | <b>SCHEDULE 5, Furnish and Install Box/Towing Package 2 on Vehicle 19 with 60" Cab Axle, Per the Attached Specifications (Section II).</b> | \$_____ (Per Each) | \$_____        |

Indicate Delivery: \_\_\_ Days ARO.

| BOX  |  |
|--|--|
| Brand Name:  |  |
| Model Number:  |  |
| TOWING PACKAGE   |  |
| Brand Name:  |  |
| Model Number:  |  |
| WARRANTY   |  |
| Number of Months:  |  |
| WARRANTY SERVICES WILL BE PERFORMED AT THE FOLLOWING LOCATION: |  |
| Anchorage Firm:  |  |
| Anchorage Street Address:                                      |  |
| Point of Contact:  |  |
| Phone Number:  |  |

|    |   |      |   |                    |         |
|----|---|------|---|--------------------|---------|
| 8. | 1 | Each | <b>SCHEDULE 6, Furnish and Install Snow Plow on Vehicle 14, Per the Attached Specifications (Section II).</b> | \$_____ (Per Each) | \$_____ |
|----|---|------|---|--------------------|---------|

Indicate Delivery: \_\_\_ Days ARO.

| SNOW PLOW  |  |
|--|--|
| Brand Name:  |  |
| Model Number:  |  |
| WARRANTY   |  |
| Number of Months:  |  |
| WARRANTY SERVICES WILL BE PERFORMED AT THE FOLLOWING LOCATION: |  |
| Anchorage Firm:  |  |
| Anchorage Street Address:                                      |  |
| Point of Contact:  |  |
| Phone Number:  |  |

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



**ATTACHMENT B (Continued)**  
**BID FORM**

We, the undersigned, hereby bid in accordance with the preceding: I. Instructions to Bidders, II. Specifications, Attachment A, Signature Page, Attachment B and Bidder's Checklist. These buses shall be delivered F. O. B. Anchorage School District Transportation Center, 3850 Tudor Road, Anchorage, Alaska.

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

COMPANY NAME: \_\_\_\_\_

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

PRINTED NAME: \_\_\_\_\_ PRINTED TITLE: \_\_\_\_\_

**ATTACHMENT C**  
**BIDDER'S CHECK LIST**

**INSTRUCTIONS TO BIDDER**

**I. GENERAL:**

Bidders are advised that, notwithstanding any instructions or implications elsewhere in this Invitation to Bid, only the documents shown and detailed on this sheet need be submitted with and made part of their bid. Other documents may be required to be submitted after bid time, but prior to award. Bidders are hereby advised that failure to submit the documents shown and detailed on this sheet may be justification for rendering the bid non-responsive. Evaluation of bids for responsiveness shall be accomplished in accordance with Anchorage School District Policy Manual, Section 700.

**II. REQUIRED DOCUMENTS FOR BID:**

NOTE: "Only the following listed items as marked with an "X" are required to be completely filled out and submitted with the bid."

  X     **Attachment A, Signature Page, must be manually signed.**

  X     **Attachment B, Bid Form** (Indicate delivery dates after receipt of order, make/model of brand items bid, warranty information, warranty repair station turnaround time on unit repairs, and after warranty service/repair vendor information).

  X     Erasures or other changes made to the Specifications/Bid Form must be initialed by the person signing the bid.

  X     **Two (2) identical sets of descriptive literature, brochures and/or data must accompany the bid** where specifically requested or when an "or equal" is bid.

  X     All addenda issued shall be acknowledged by manually signing the Addenda sheet and submitting it prior to the bid opening in accordance with Anchorage School District Policy Manual, Section 725.342.