

**ANDERSON COUNTY BOARD OF EDUCATION
1160 BYPASS NORTH
LAWRENCEBURG, KY 40342**

–REQUEST FOR PROPOSAL–

Reference Number: **VEHICLES-2025**

Title: **Vehicles**

Date information released: September 16, 2024

Closing time of proposals: October 1, 2024

General Conditions and Specifications

- 1. CONTACTS**– Information pertaining to any item or condition in this invitation must be obtained by communicating with Josh White (josh.white@anderson.kyschools.us), Chief Finance Officer, at the address shown above or by telephone at 502-839-3406.
- 2. DURATION OF AGREEMENT**– The intent of this invitation is to receive proposals from any qualified entities to provide vehicles for the Anderson County Board of Education (“Board”). The duration of the agreement shall be from **October 1 to November 30, 2024**.
- 3. PROPOSAL FORM**– Any provider that submits a proposal shall submit the attached “Official Proposal Form.” No proposal will be considered unless the Official Proposal Form has been completed, signed, and submitted. The provider shall not add any additional information other than that which is required in the proposal form. Any exceptions taken to the general terms and specifications of the RFP must be clearly identified. If no exceptions are listed it will be concluded that the proposer will meet, in every detail, the conditions stipulated in this RFP.
- 4. PROPOSAL SUBMITTAL**– The original, completed copy of this proposal is to be received no later than the closing time indicated above. The proposal may be hand delivered on the date of the opening, provided it is presented no later than the closing time indicated above. Proposals should be addressed to:

Josh White, CFO

RE: Vehicles 2025

Anderson County Board of Education

1160 Bypass North

Lawrenceburg, KY 40342

Proposals may also be emailed with “VEHICLES” in the subject line to: josh.white@anderson.kyschools.us

- 5. PROPOSAL OPENING**– A representative of the provider may be present at the opening of proposals on the date, time, and location stated above, although this is not required. The Board reserves the right to negotiate any or all of the terms of submitted proposals from the providers.
- 6. PROPOSAL EVALUATION**– Proposals will be evaluated on multiple factors. Factors will include: price and ability to meet specification. Other considerations may include: any existing relationship between the Board and the provider and

optional services. Any provider that cannot fulfill the list of requirements will be eliminated from consideration. The evaluation process will not be completed on the date proposals are opened and there is no set period by which the evaluation process must be completed. *All proposals must be honored at least 60 days after the closing time stated above.*

- 7. SIGNATURE**— An officer or member of the proposed provider, authorized to legally bind the provider, must sign the Official Proposal Form.
- 8. QUANTITIES**— The quantities listed herein are an estimate only and therefore not to be interpreted as a guaranteed quantity for purchase. Orders shall be placed on an “as needed” basis as approved by the Board of Education.
- 9. PROPOSAL ISSUES**— The Board reserves the right to waive defects and informalities in proposals, to reject any or all proposals, or to accept any proposal as may be deemed to be in its best interest.
- 10. TAXES NOT APPLICABLE**— Federal excise taxes or Kentucky sales and use taxes are not applicable to any purchase made for use of the Board. Proposals should not include any such taxes. Purchase exemption certificates will be furnished as required.
- 11. NON-DISCRIMINATION**— The Anderson County Public School System does not discriminate on the basis of race, color, national origin, age, religion, creed, marital status, sex, or handicap in employment, educational programs, or activities as set forth in Title IX, Title VI, and Section 504.
- 12. CONFLICTS OF INTEREST**— KRS 45A.455 prohibits conflicts of interest, gratuities or kickbacks to employees of the Board of Education in connection with contracts for supplies or services whether such gratuities or kickbacks are direct or indirect. KRS 45A.990 provides severe penalties for violations of the laws relating to gratuities or kickbacks to employees that are designed to secure a public contract for supplies or services.
- 13. FEDERAL AND STATE LAWS**— Services provided for the Board must be in compliance with all federal and state laws.

ANDERSON COUNTY BOARD OF EDUCATION VEHICLE

TRUCK SPECIFICATIONS

SCOPE OF SERVICES -

MAINTENANCE TRUCK (½ TON)

The Anderson County Board of Education is seeking proposals from qualified truck companies. Anderson County Schools intends to purchase one ½ ton (1) truck meeting the following requirements:

<ul style="list-style-type: none">• 2024 or newer (new)• Cloth or Leather interior• 4 door - crew cab preferred• Full size truck preferred	<ul style="list-style-type: none">• 4 wheel drive• Power windows, locks, mirrors• Back up camera• USB/Auxiliary power port(s)	<ul style="list-style-type: none">• Trailer/tow package• Cruise Control• Remote start• Heat and Air Conditioning
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MAINTENANCE TRUCK (¾ to 1 TON) - SNOW PLOW EQUIPPED

The Anderson County Board of Education is seeking proposals from qualified truck companies. Anderson County Schools intends to purchase one ¾ or 1 ton (1) truck meeting the following requirements:

<ul style="list-style-type: none">• 2024 or newer (new)• Cloth or Leather interior• 4 wheel drive• Power windows, locks, mirrors	<ul style="list-style-type: none">• Gas or diesel engine• Power windows, locks, mirrors• Trailer/tow package• USB/Auxiliary power port(s)	<ul style="list-style-type: none">• Heat and Air conditioning• Cruise Control• Remote start• Snow plow package included in price - BOSS brand preferred
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SPECIAL NEEDS VAN

The Anderson County Board of Education is seeking proposals from qualified vehicle companies. Anderson County Schools intends to purchase one (1) special needs van, 9 passengers or less, meeting the following requirements:

<ul style="list-style-type: none">• 2022 or newer (new or certified used)• Cloth or Leather interior• Power windows, locks, mirrors• Back up camera	<ul style="list-style-type: none">• Cruise control• Heat and air conditioning• Rear wheelchair ramp preferred; side entry is acceptable as long as the accessible seat is not at vehicle front
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**ANDERSON COUNTY BOARD OF EDUCATION
1160 BYPASS NORTH
LAWRENCEBURG, KY 40342**

**OFFICIAL PROPOSAL FORM
FOR
VEHICLE PROPOSALS FOR ANDERSON COUNTY BOARD OF EDUCATION**

***THE ANDERSON COUNTY BOARD OF EDUCATION RESERVES THE RIGHT TO NEGOTIATE ANY OR ALL OF THE TERMS OF
SUBMITTED PROPOSALS FROM PROVIDERS.***

Provider Identification Information

Name	
Address	
City/State/Zip	
Phone	
Fax	
Designated Contact	
Designated Contact Email	
No of years in business	

Insurance

The provider will provide the Anderson County Board of Education a certificate of Insurance covering:

- A. Workers Compensation as required by the State Workers' Compensation statutes of Kentucky.
- B. General and Professional Liability Insurance with a minimum limit of \$1,000,000 each claim or each wrongful act, for the same effective dates as the contract. The policy shall contain an Extended Claim Reporting Provision of not less than one year following termination of the policy.

Length of Agreement: The duration of the agreement shall be from **October 1, 2024 to November 30, 2024.**

References: List not more than 4 governmental client references. (Name, Address, Contact and Contact Phone Number).

Name	Address	Contact	Phone

Proposed Vehicle and Pricing (½ TON MAINTENANCE TRUCK): list year/make/model/options - multiple vehicles may be proposed that meet requirements. Additional pages may be attached as needed.

Year	Make	Model	Options (include engine size and color)	Price (all inclusive)	Date Available

Proposed Vehicle and Pricing ¾ TO 1 TON MAINTENANCE TRUCK - SNOW PLOW): list year/make/model/options - multiple vehicles may be proposed that meet requirements. Additional pages may be attached as needed.

Year	Make	Model	Options (include engine size and color)	Price (all inclusive)	Date Available

Proposed Vehicle and Pricing (Special Needs Van): list year/make/model/options - multiple vehicles may be proposed that meet requirements. Additional pages may be attached as needed.

Year	Make	Model	Options (include engine size and color)	Price (all inclusive)	Date Available

The Board reserves the right to waive minor irregularities in proposals, provided that such action is in the best interest of the Board. Any such waiver shall not modify any remaining RFP requirements or excuse the successful Contractor from full compliance with the RFP specifications and other contract requirements.

In order to complete the evaluation process faster, list the name, address, phone number, and email address of the person capable of answering any questions that may arise during the evaluation process. (Print or type)

Name	
Address	
City/State/Zip	
Phone	
Fax	
Designated Contact	
Designated Contact Email	

I hereby submit this proposal on behalf of: _____

Name	
Title	
Signature	
Date	