



Bee Community Action Agency

Anna Simo
Executive Director

INVITATION TO BID

Bee Community Action Agency Rural Transit District is requesting sealed bids for the procurement of nine (9) Type VII low-floor mini vans with ramp as manufactured by the vehicle OEM, equipped with a passenger side-entry wheelchair ramp, and modified as a transit vehicle with provisions for wheelchair securement. Fuel for these vehicles is to be gasoline.

Specifications may be picked up at the Bee Community Action Agency main office located at 1701 N.W. Frontage Road, Beeville, TX, request one in writing at P. O. Box 1540, Beeville, TX 78104 or call 361/358-5530 to have one mailed. Bids must be submitted to Bee Community Action Agency at P.O. Box 1540 Beeville, TX 78104 or hand delivered to 1701 N.W. Frontage Road, Beeville, TX. Bids must be submitted in a sealed envelope clearly marked "VEHICLE BID", opening date and time must also be included on the outside of the envelope. All bids must be received by **June 18, 2007 at 2:00 p.m.** Bids will be opened in the presence of witnesses on that date and time. Bidders are welcomed to attend. **NO LATE BIDS WILL BE ACCEPTED UNDER ANY CIRCUMSTANCES AND WILL BE RETURNED TO SENDER UNOPENED.**

This purchase is funded under a grant program of the Federal Transit Administration (FTA) which is handled at the state level by the Texas Department of Transportation (TxDot). Under the regulations of TxDot, the funds for the purchase of vehicles cannot be requisitioned until after delivery and inspection of the equipment has been completed. This means that full payment for the units will be made 15-30 days after delivery, inspection, and acceptance of the units. Please keep these points in mind when calculating your bid. Bee Community Action Agency will issue a purchase order to the vendor that provides the lowest price as well as meeting the specifications described in the Type VII vehicle specifications outlined by the Texas Department of Transportation, including the options selected.

The minimum quantity of this procurement is nine (9) Type VII vehicles and the maximum quantity is fifteen (15) vehicles.

Bee Community Action Agency is acting as a lead agency in the procurement process and may assign a quantity of the said vehicles to other agencies as indicated below.

Each agency will be responsible for award selection and issuing individual orders to the successful bidder. Bee Community Action Agency will award its contract to the responsible and responsive company providing the lowest unit cost per vehicle, including base cost plus options selected by Bee community Action Agency.

PLEASE NOTE THESE SPECIAL CONDITIONS:

1. Bee Community Action Agency reserves the right to increase the minimum quantity of the purchase order (2 vehicles) up to a quantity not to exceed the Original at the same unit price, up to twelve (12) month period of the date of the purchase order (a maximum of six (6) vehicles.)
2. Any new purchase orders will be for the same terms of the original purchase order.

Joint Procurement Participants

Agency	Min Qty	Max Qty	Type of Vehicle
Fort Bend County	5	7	VII
Rural Economic Assistance League, Inc.	2	4	VII
BCAA-Rural Transit District	2	4	VII
TOTAL	9	15	

3. The following schedule is for the 45 day process as described in Part 1, #4, General Instructions:

May 18, 2007 – Advertise Invitation for Bid
May 28, 2007 – Request for Approved Equals
June 4, 2007 – Response to Request for Approved Equals
June 11, 2007 – Appeals and Request for Reconsideration
June 18, 2007 – Bid Opening Date

Bid Opening Time: 2:00 p.m.

Location of bid submittals: Bee Community Action Agency
P. O. Box 1540
1701 N.W. Frontage Road (78102)
Beeville, TX 78104

See attached documents required for bid to be considered

1. Bid Sheet and Options List: Quote the base price per unit and the unit price for each option. Then provide a unit price for the vehicle including the options requested by the lead agency and a total cost. List the price for all options on the option sheet.
2. Warranty Certification: Warranty information should be provided for each major component if it is to be provided by anyone other than the vendor.
3. Consolidated Certification Form: All applicable federal clauses are included in this procurement, so vendors must complete this form.
4. FMVSS Certification
5. Domestic Content Worksheet (a document from the manufacturer that lists Components by manufacturer and Country of origin, component costs or percentage of total cost, and give a location and description of construction activities may be submitted in lieu of the worksheet).

BCAA Rural Transit District and participating agencies reserve the right to refrain from issuing a purchase order or contract from this bid process. Feel free to call me at (361)358-5530 x 16 if you need any explanation of the bid package and procedures. If you do not wish to bid on this procurement, but want to remain on our active bidders list, please fax this back to us marked "NO BID"