GENERAL SPECIFICATIONS

Bid for Used Buses for the Nantucket Regional Transit Authority (NRTA) 2023 or Newer 16 Passenger Van/Shuttle Buses

General Information and Bid Submission Requirements

1. Bid Submission

a. All bids must be received by the NRTA by 4:00pm on Friday November 6, 2026, and will be reviewed by the NRTA Administrator and an award will be made.

b. If, at the time of the scheduled bid opening, NRTA is closed due to uncontrolled events such as fire, snow, ice, or building evacuation, the bid opening will be postponed until 3:00pm. on the next normal business day. Bids will be accepted until that date and time.

c. Each bid MUST be clearly marked on the outside of the envelope "Sealed Bid Enclosed, NRTA, 2023 or newer 16 Passenger Van/ Shuttle Buses".

Mail to: Gary Roberts 20R S Water Street Nantucket, Ma 02554

d. The submission of a bid will be construed to mean that the bidder is fully informed as to the extent and character of the materials, or equipment required and a representation that the bidder can furnish the materials, or equipment satisfactorily in complete compliance with the specifications.

e. Bids will not be considered if the proposed cost of each bus exceeds the expectation of the NRTA.. This applies to the base vehicle cost only. Transportation or delivery charges must be listed separately and will not be considered in the award.

2. Required Submittals Checklist

Please use this checklist to ensure you have included all required submittals with your bid.

All bids shall include:

____A completed bid-pricing sheet.

_____Vehicle specification packet including photos, and blueprint/layout diagrams, . (Photos should clearly show seating arrangement, entry/exit points, accessibility features, and general condition.)

____Form for bid

____A completed and signed bid signature page.

____A completed and signed non-collusion affidavit.

____A completed and signed Affidavit of Compliance.

____A completed and signed attestation of taxes.

3. Questions Concerning Invitation for Bids

Questions concerning this IFB should be directed, **in writing,** to the NRTA, Attn: NRTA Administrator, no later than October 23, 2026 at 4:00PM via email groberts@nantucket-ma.gov

4. Addenda

If any changes are made to this IFB, an addendum will be sent via mail, email or fax to all bidders on record as having picked up the IFB. All addenda must be acknowledged on the bid forms. Failure to do so will result in automatic rejection of the bid. Please notify the NRTA Administrator of your fax number and email address so that you receive all addenda.

5. Modifications by Bidder

a. A bidder may correct, modify, or withdraw a bid by written notice received by the NRTA prior to the time and date set for the bid opening. Bid modifications must be submitted in a sealed envelope clearly labeled "Modification No. _." Each modification must be numbered in sequence, and must reference the original IFB.

b. After the bid opening, a bidder may not change any provision of the bid in a manner prejudicial to the interests of the NRTA or fair competition. Minor informalities will be waived or the bidder will be allowed to correct them. If a mistake and the intended bid are clearly evident on the face of the bid document, the mistake will be corrected to reflect the intended correct bid, and the bidder will be notified in writing; the bidder may not withdraw the bid. A bidder may withdraw a bid if a mistake is clearly evident on the face of the bid document, but the intended correct bid is not similarly evident.

6. Pre-Bid Conference

There will be **no** pre-bid conference for this bid

7. Cancellation of Invitation for Bids

The NRTA may cancel this IFB, or reject in whole or in parts any and all bids, if the NRTA determines that cancellation or rejection serves the best interests of the NRTA.

8. Bid Pricing

All bid prices submitted on Appendix A in response to the IFB must remain firm for sixty (60) days following the bid opening. Bidders may include shipping and handling as a separate line item. The NRTA will accept bids where transportation or delivery charges are itemized separately. The NRTA is exempt from sales and excise tax; bidders must not include taxes in the pricing. A tax exemption certificate will be provided upon request.

9. Signatures for Bid

Bids must be signed as follows:

a. If the bidder is an individual, by her/him personally;

b. If the bidder is a partnership, by the name of the partnership, followed by the signature of each general partner;

c. If the bidder is a corporation, by the authorized officer, whose signature must be attested to by the Clerk/Secretary of the corporation and the corporate seal affixed.

10. Reference to Commercial Types

Any and all references to commercial types, styles, or trade names and catalogues are intended to be descriptive only and not restrictive. The intention is to indicate to the bidders the kind and quality of the articles which will be necessary.

11. Invoicing

a. No charges for Federal, State, or Municipal sales or excise taxes will be allowed. The NRTA is exempt from these taxes. The prices bid shall be net and not include the amount of any such tax.

Rule for Award

1. The contract will be awarded to the responsive and responsible bidder offering the lowest price for qualifying vehicles. Transportation/delivery costs will not be considered in evaluating overall bid competitiveness.

2. The contract will be awarded within sixty (60) days after the bid opening. The time for award may be extended for up to 30 additional days by mutual agreement between the NRTA and the apparent lowest responsive and responsible bidder .

The Successful Bidder Guarantees:

1. Their products against defective material or workmanship and to repair or replace any damages or marring occasioned in transit.

2. To furnish adequate protection from damage for all work and to repair damages of any kind for which his/her workpeople are responsible, to the building or equipment, to his own work, or to the work of other successful bidders.

3. That all deliveries of materials shall be equal to any accepted bid sample.

4. Any merchandise provided under the contract that is or becomes defective during the guarantee period shall be repaired by the successful bidder free of charge with the specific understanding that all repairs shall carry the same guarantee as the original. The Successful Bidder shall make any repair immediately upon receiving notice from NRTA.

The NRTA is seeking bids for five (5) 2023 or newer 16 passenger vans/shuttle buses for the NRTA that meets or exceeds the following specifications:

The specifications are to be used as a guide and are not intended to limit the bidding to a specific make. All items appearing in bidders' regular published specifications are assumed to be included in the bidder's proposal. Bidders are required to furnish complete specifications with each bid and the proposals shall state the number of days required for delivery from the time of the award. Bidders must also include visual documentation, such as photos and layout diagrams.

The manufacturer of this equipment shall have been connected with the manufacturer of this type of equipment for at least (5) years. He/she shall have a distributor organization with suitable service and repair parts facility that will be able to service on site if needed. Two complete sets of parts and service/repair manuals shall be provided along with five operator's manuals.
A demonstration will be required on all models with which the NRTA is not familiar. At which time an inspection will be made to see that the unit meets all requested specifications. The demonstration shall be accomplished within two weeks of the request by the NRTA.

Bidders bidding on items other than those specified are requested to submit a complete technical description of items on which they are bidding.

Any deviations in specifications on this bid shall be indicated by the vendor and inserted in RED.

Vehicles must come with a full factory warranty. Please include documentation of warranty duration and coverage.

The quoted prices should include all transportation charges, if applicable, MA. Local, State and Federal taxes will not be included. Delivery location will be at the NRTA garage and will be finalized at time of contract execution.

The NRTA reserves the right to reject any or all bids, to waive any informality in bids, to accept in whole or in part such bid or bids as may be deemed in the best interest of the NRTA.

Specifications for five (5) 2023 or newer 16-Passenger Van/Shuttle Buses

- Duel Rear Wheel
- Gasoline-powered V8 engine with a minimum displacement of 6.6 liters and comparable torque and horsepower to industry-standard 16-passenger shuttles
- Central Aisle
- Windows all around
- AM/FM stereo
- Daytime running lights
- Power windows, mirrors, locks
- Emergency exit window
- Back-up Alarm
- Composite interior and floor with non-skid rubber covering
- Bus-Style electric passenger entry door
- High-visibility grab handles at the entry door
- Braun W/C lift mounted behind rear axle on curbside of vehicle
- 32" steel mesh step at driver's door, powder coated
- Grab rail, floor to ceiling
- Minimum of 16 forward facing passenger seats
- Secure storage system for at least two(2) wheelchair, including tie-downs
- Seat belts for all passengers, must be 3-point lap and shoulder belts
- Mud flaps
- Fire extinguisher, First Aid Kit, & emergency triangle kit included at no extra cost
- Must come with a front-end alignment at no extra cost
- Air conditioning for the entire vehicle is preferred..
- Vehicle specification packets must include clear photos and layout diagrams. A video walkthrough is encouraged, especially for vehicles not located within Massachusetts.
- Additional considerations: The vehicle should be designed with senior accessibility in mind. Preference will be given to vans that include enhanced safety features such as backup cameras and blind spot monitoring.

The above specifications are not intended to limit the competition, but instead are used as the minimum the NRTA will accept for the Van/Shuttle Buses.

PROPOSAL FORM

Cost Schedule

Bid #102026

Year, make, and model_____

Cost of Five (5) 2023 or newer 16 passenger Van/Shuttle Buses or equal $ _____

Cost for Transportation/Delivery $ _____

(if applicable)

Total $_____

Please indicate anticipated delivery date, NRTA will take delivery into consideration on bid award:

Please note: The NRTA reserves the right to accept or negotiate delivery charges separately. Do not include taxes in any line-item or total cost. The NRTA is exempt from sales and excise taxes and will provide a tax exemption certificate upon request.

FORM FOR BID

Having fully examined, read, and in understanding of the specifications for this job and being familiar with all of the conditions surrounding the proposed work and or supplies, including any addenda for which receipt of is acknowledged below, the undersigned proposes to complete all work as specified in this invitation to bid for the price stated below:

Company Information:

Name _____

Address _____

Telephone _____

Fax _____

E-Mail _____

FID # _____

This bid includes addenda numbered: _____

BID SIGNATURES PAGE

Signature for Individual

Name of Company

Telephone Number Fax Number

Name and Title of Individual Authorized to Sign

Signature Date

Signature for Partnerships (Must be signed by ALL general partners)

Name of Partnership

Name & Title of Partner Signature

Date

Name & Title of Partner Signature

Date

Name & Title of Partner Signature

Date

Telephone Number of Company Offices Fax Number of Company Offices

Use additional sheet if necessary

BID SIGNATURES PAGE CONTINUED

Signatures for Corporation

Name of Corporation

Name & Title of Duly Authorized Company Officer

Signature

Date

Corporate Seal (affix below)

Telephone Number

Fax Number

E-Mail Address

FID Number

Signature of Clerk

Date

Please furnish the following additional information:

Incorporated in what state? _____

President: _____

Treasurer: _____

Secretary: _____

If you are a foreign (out of state) corporation, are you registered with the Secretary of the Commonwealth in accordance with the provisions of M.G.L. Chapter 156D § 15.03?
_____YES _____NO

If you are selected for this work, you are required, under M.G.L. Chapter 30 §391, to obtain from the Secretary of State, Foreign Corporation Section, a certificate stating that your corporation is registered, and to furnish said certificate to the NRTA before award.

NON-COLLUSION AFFIDAVIT

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

Signature of individual submitting bid or proposal

Name of Company

Date

AFFIDAVIT OF COMPLIANCE

_____ Massachusetts Corporation

_____ Foreign Corporation

_____ Non-Profit Corporation

_____ Partnership

_____ Sole Proprietorship *

Name of Corporation _____

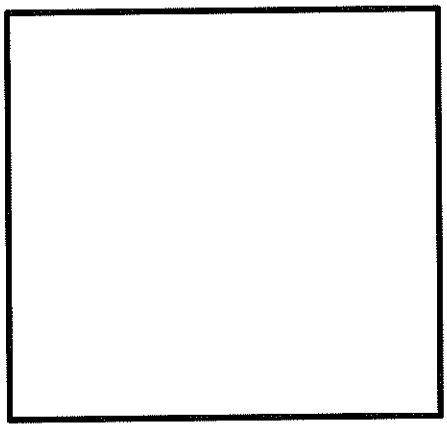
Address _____

As President, or authorized company officer, of the above named corporation, I do hereby certify that the above named corporation has filed with the State Secretary all certificates and annual reports required by M.G.L. Chapter156B §109 and by Chapter 181 §4

Signed under the penalties of perjury this _____ day of _____, _____

Signature and Title of Authorized Company Officer

Corporate Seal (affix below):



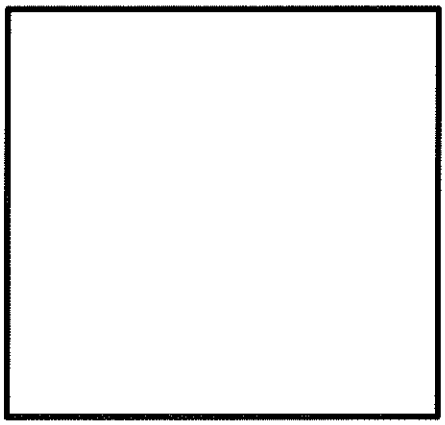
*If a sole proprietorship, you must indicate your status as a sole proprietorship; the person signing this bid shall be deemed to be the sole proprietor and legal entity for the purposed of this bid and contract.

ATTESTATION OF TAXES

Any person failing to sign the Attestation of Taxes shall not be allowed to obtain, renew, or extend a license, permit, or public contract.

Pursuant to M.G.L. Chapter 62C, §49A, I hereby certify, under the penalties of perjury, that, to the best of my knowledge and belief, I am in compliance with all the laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Signature and Title of Authorized Company Officer

Date

Corporate Seal (affix below):