

COUNCIL ROCK SCHOOL DISTRICT
Administration & Business Office
30 North Chancellor Street
Newtown, PA 18940
215-944-1000

February 3, 2026

To Whom It May Concern:

Attached herewith are instructions and proposal sheets covering the requirements for Two (2) **Nine (9) Seat Passenger Vans Bid** to be used within the Council Rock School District, Bucks County, Pennsylvania during the school year **2026-2027**. Please return your bid proposal in a sealed envelope on or before **12:00 PM February 25, 2026**, clearly marked **“SEALED BID – Nine (9) Seat Passenger Vans Bid # 26-29”** and submit to:

Jessica Weiss, Purchasing
Council Rock School District
30 North Chancellor Street
Newtown, PA 18940

Council Rock School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex or handicap in its activities, programs or employment practices as required by Title VI, Title IX and Section 504.

For information regarding civil rights or grievance procedures, contact Dr. Andrew Sanko, Title IX and Section 504 Coordinator, at Council Rock Administration Offices, 30 North Chancellor Street Newtown, PA 18940. For information regarding services, activities and facilities that are accessible to and usable by handicapped persons contact Charles Lambert, Interim Director of Special Services.

Sincerely,



Anthony Rapp
Director of Business Administration

COUNCIL ROCK SCHOOL DISTRICT

30 North Chancellor Street
Newtown, PA 18940

1. Bidders are expected to examine the specifications and all instructions. Failure to do so will be at the bidders' risk.
2. Bidder shall furnish the information required by the Bid Form. The person signing the bid must initial erasures or other changes. Bid must be signed by an authorized officer or agent of the bidding company together with proof of corporate authority and the corporate seal affixed on the appropriate page of these specifications.
3. **Unit prices for each unit bid shall be shown, and such price shall include all packing and shipping costs.**
4. **Vans must be received no later than August 31, 2026.**
5. The unit price quoted shall be the net price for each item. If the bidder submits a discount for the award total contract or any part thereof, such discount will not be considered in making the Award of the Contract.
6. Bids shall be submitted to Ashleigh Esteves, Purchasing, Council Rock School District, 30 North Chancellor Street, Newtown, PA 18940 as specified in the covering letter and clearly marked **"SEALED BID – (9) Nine Seat Passenger Vans Bid #26-29"**
7. The vendor shall bring to the attention of the district any discrepancies or omissions noted on the specifications and all pertinent documents.
8. The Non-Collusion Affidavit as attached must be executed by the member, officer or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
9. Bids and modifications or withdrawals thereof received after the time set for opening will not be considered.
10. Sealed Bids will be received until **12:00 PM on February 25, 2026**, and, at that time, publicly opened in the Council Rock Business Office, 30 North Chancellor Street, Newtown, PA 18940.
11. The member, officer, or employee of the bidder, who makes the final decision on prices, as attached, must execute the Non-Collusion Affidavit, and the amount quoted on the bid.
12. The contract to furnish the supplies will be awarded to the responsible bidder whose bid, conforming to these instructions, will be most advantageous to Council Rock School District, price and other factors considered.
13. The award of contract and purchase order to the successful bidder shall be deemed to result in a binding contract. **Bid tabulations and awarded items will be posted to the district website www.crsd.org approximately 3 weeks after the bid opening date.**
14. The Board of Directors of the Council Rock School District reserves the right to make award by items, classes, groups of items or as a whole, to reject any or all bids and to waive technicalities or formalities in their execution and filling if deemed advantageous for the Council Rock School District. The School Board also reserves the right to reject any or all material furnished which, in their opinion, is not in strict compliance and conformity with the requirements of the specifications. The bidder, at his own expense must remove and replace any article so rejected by the Board.

- 15. If this Bid or any portion thereof is accepted within one hundred twenty (120) calendar days from the date of opening, the successful bidder agrees to furnish all of the items upon which prices are quoted, at the price set opposite each item, delivered to the building which will be designated on the Award of Bid and Purchase Orders, with the time specified.
- 16. **Bidder shall submit a Bid Bond in the amount of ten (10) percent of the total bid or a certified, bank cashier's or treasurer's check in the amount of five (5) percent of the total bid.**
- 17. **Prices are to remain valid until July 1, 2026.**

By: _____
Signature

Name of Firm

Address of Firm

City State Zipcode

Telephone Fax

Email Address

AFFIX CORPORATE SEAL

Attest

INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Anti Bid-Rigging Act, 73 P.S. SS 1611 et seq., governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
2. This Non-Collusion Affidavit must be executed by the member, officer or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids is unlawful and may be subject to criminal prosecution. The person who signed the affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval or submission of the Bid.
4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term “complementary bid” as used in the Affidavit has the meaning commonly associated with the term in the bidding process, and includes the knowing submission of bids higher than the bid of another firm, any intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.

NON-COLLUSION AFFIDAVIT

State of _____:

: s.s.

County of _____:

I state that I am _____ of _____
(Title) (Name of my Firm)

and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid.

I state that:

1. The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.
2. Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder and they will not be disclosed before bid opening.
3. No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.
4. The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.
5. _____, its affiliates, subsidiaries, officers directors and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that _____ understands and acknowledges that the above
(Name of Firm)

representations are material and important, and will be relied on by Council Rock School District in awarding the contract(s) for which this bid is submitted. I understand that my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from Council Rock School District of the true facts relating to the submission for this contract.

(Names and Company Position)

SWORN TO AND SUBSCRIBED

BEFORE ME THIS _____ DAY

of _____, 20_____.

Notary Public
My Commission Expires _____

COUNCIL ROCK SCHOOL DISTRICT
Administration & Business Office
30 North Chancellor Street Newtown, PA 18940
215-944-1000

Price Solicitation – Nine Passenger Vans
Bid #26-29

Due 02/25/2026 12:00 P.M.

The Council Rock School District hereby invites you to submit a bid for the following vehicles under your state or joint purchasing contract. Vendors shall enter unit and extended price information directly into the tables below.

Quantity	Description	Unit Price	Extended Price
2 (Two)	Nine (9) Passenger Vans (9 Not including front seats)		
TOTAL EXTENDED PRICE (a):			

Trade In Vehicles	Description	Trade in Offer
Van 6 VIN: 1GNKG29U731193703	2003 Chevy Express 2500 Passenger Odometer: 161,432 Condition: Fair (KBB: \$2,940)	
Van 10 VIN: 1GKZ7ZBF1F1135343	2015 GMC Savana 3500 Passenger Odometer: 126,401 Condition: Fair (KBB: \$7,430)	
TOTAL TRADE VALUE (b):		

Item	Amount	Description
Total Extended Price		Line item (a) above
Total Trade Value		Line item (b) above
Net Purchase Price		(a) – (b) = Net Purchase

Please contact Jessica Weiss jessica.weiss@crsd.org and Matt Adams matt.adams@crsd.org for questions concerning this bid.

We have examined your specifications, fully understand and accept all their terms and conditions, and submit the following bid.

Please provide the specification sheet for the proposed vehicle with your submission.

Make of Vehicle: _____

Model of Vehicle: _____

Year Manufactured: _____

Please Provide Warranty Details-Attach any Additional Pages as needed:

COUNCIL ROCK SCHOOL DISTRICT

Accept Trade Vehicle: YES NO

If Yes, List Trade Vehicles Being Accepted by Van Number:

Estimated Delivery Date: _____

COUNCIL ROCK SCHOOL DISTRICT
Price Solicitation – Nine Passenger Vans - Bid #26-29

Indicate contract in reference to vans if pricing per State or Joint Purchasing Contract and Contract Number below:

<u>STATE OR JOINT PURCHASING CONTRACT</u>	<u>CONTRACT #</u>	<u>CONTRACT EXPIRATION DATE:</u>

Council Rock School District will review all price solicitations received due **Wednesday, February 25, 2026, at 12:00 PM** prevailing time. **Responses must be submitted in sealed hard copy format only to Jessica Weiss, Purchasing Department 30 N Chancellor St. Newtown, PA 18940. Emailed bid submissions will not be considered.** Council Rock School District expects Vendor’s pricing submissions will be less than or equal to the prices quoted in the Vendor’s state or joint purchasing contract. The District reserves the right to reject any and all quotes if it is in the best interest of the District.

The undersigned has carefully examined this Price Solicitation and agrees that the quotation prices are firm for a period of **ninety (90) days after the due date** of this Price Solicitation.

Signature: _____

Date: _____

Title or Office: _____

Email: _____

Phone: _____

Company: _____

COUNCIL ROCK SCHOOL DISTRICT

Price Solicitation – Nine Seat Passenger Vans - Bid #26-29

PRODUCT SPECIFICATIONS

Listed below are the required minimum specifications for such a vehicle. When submitting your bid, please provide vehicle manufacturer and specifications. The price is to include delivery to 30 N. Chancellor Street, Newtown, PA 18940, fully inspected with municipal/government license plates. Trade-ins are included with this bid. Vehicles to be traded are detailed on page 1 of this document

NINE (9) PASSENGER VAN

Vehicle must meet the following minimum standards and equipment:

- Seating for all nine (9) passengers in rear passenger compartment
 - Nine (9) passengers not including driver or front passenger
- The van must meet or exceed PA Motor Vehicle Code.
- Model Year 2026 or Newer with under 1,000 miles
- Automatic Transmission
- Antilock Brake System (ABS)
- Automatic Traction Control System (ATC)
- Reverse Camera & Backing Alarm
- Running Boards under all doors
- Miscellaneous – AM/FM Radio, Clock, Power locks and windows, Cruise Control, A/C & Heat with front & rear controls, intermittent/high/low windshield wiper speed, Four (4) Keys
- Safety Equipment – Mounted First Aid Kit, Mounted Fire Extinguisher, Reflector Triangle Breakdown Kit, Webbing/Seatbelt Cutter, and Body Fluid Kit
- Double, triple, or quadruple seats & Bench Seats are preferred, but Single seats are acceptable.
- Securement – All Seats must have 3 Point Safety Belts, Child Seat Securement Hooks (Latch System)
- Lettering – “School Students” (2-Hood & Rear Doors), “Council Rock School District” (2-Driver & Passenger Side), Vehicle #s “29” “30” (3 - Front Quarter Panel on Driver & Passenger Side, Rear Door)
- Exterior Color – National School Bus Glossy Yellow (preferred) or Glossy White
- Floor – Ribbed Center Aisle & Entry, Rubber Floors (no carpet)
- Seating – Vinyl (no cloth)
- Windshield & Windows – Tinted Rear Windows, Safety Glass, Power Windows
- Rearview Mirrors – Inside Adjustable from Driver Seat
- **Delivery to Council Rock between July 1, 2026 and August 31, 2026**

All costs must be included in price (tax, tags, delivery).

COUNCIL ROCK SCHOOL DISTRICT

THE ABOVE ITEMS MEET SPECIFICATIONS

YES: _____ NO: _____ COMPANY NAME: _____

Any exception may be explained below or on the cover page using letterhead stationery to be attached to your bid.

COUNCIL ROCK SCHOOL DISTRICT

VENDOR INFORMATION FORM

TAX ID#, EIN or Social Security Number:

Company Name:

Company Billing Address (Remit to):

Send Purchase Orders to:

Company Web Address:

Phone Number (sales,accounts
receivable, or customer service):

Fax Number (sales,accounts receivable,
or customer service):

E-mail address (sales,accounts
receivable, or customer service):

Electronic Funds Transfer (EFT):

YES NO

Bank Name and Address for EFT:

Routing Number for EFT:

Bank Account Number for EFT:

Bank Account Type for EFT:

Checking Account
 Savings Account

Do you need our Tax-Exempt Cert:

Yes No

Email Address to send Tax-Exempt Cert:

Signature:

Printed Name:

Title: