



**Gaston County Schools
Transportation Department
945 Osceola Street
Gastonia, NC 28053**

GCS School Bus Fueling Modernization Project

Request for Proposal

**Released on:
November 1, 2023**

Important Dates and Information

- Request For Proposal Released on: **Wednesday, November 1, 2023**
- Optional Pre-Bid Meeting on: **Wednesday, November 8, 9:00 AM**
9:00 AM, Located at:
GCS Transportation Department
945 Osceola St. Gastonia, NC 28053
- Questions Due by: **Wednesday, November 15, 2023 2:00 PM**
- Proposals Due: **Wednesday, November 22, 2023 2:00 PM**
- BID Opening **Wednesday, November 22, 2023 2:00 PM**

Request for Proposal / Bid Instructions**Project: GCS School Bus Fueling Modernization Project**

Sealed proposals will be received at the Gaston County Schools Transportation Department in Gastonia, NC on Wednesday, November 22, 2023 by 2:00 PM for the furnishing of labor, materials, and equipment for the equipment upgrades and services necessary to implement the GCS School Bus Fueling Modernization Project.

SUBMITTAL REQUIREMENTS

If your firm would like to be considered for providing the required GCS services, please submit 4 (four) bound copies of your Bid Package to:

Paul Williams
Director of Transportation
Gaston County Schools
945 Osceola Street
Gastonia, NC 28053

Each firm is solely responsible for the timely delivery of its Bid Package. *All Bid Packages must be received by **2:00 PM on Wednesday, November 22, 2023, at 945 Osceola Street Gastonia, NC 28053** and will be publicly opened.* No Bid Packages will be accepted after this deadline. Firms accept all risks of late delivery of Bid Packages regardless of fault. The awarding of a contract will occur after GCS Board of Education approval.

The Gaston County School Board reserves the right to reject any or all proposals submitted, or to accept a higher proposal if it is felt that the higher proposal provides better services or products for our employees or school system. Proposals will be evaluated during this process, GCS reserves the right, where it may serve the school system's best interest, to request additional information or clarifications from proposers, or to allow corrections of errors or omissions. Gaston County Schools reserves the right to reject any and all proposals and discontinue the RFP process without obligation or liability to any potential vendor. Gaston County Schools reserves the right to select the proposal(s) which in its sole judgment best meet the needs, services and cost of GCS. Gaston County Schools reserves the right to accept or reject any one or more items of the proposal and/or waive any irregularities or informalities in any proposal or in the proposal process. Gaston County Schools reserves the right to award more than one contract to one or more bidders if it is in the best interest of Gaston County Schools.

I. Objective:

Gaston County Schools (GCS) is seeking bids from vendors who can deliver fuel management and equipment integration services. The vendor must provide or arrange to provide all materials, equipment, software, licenses, warranties, installation, technical support and training necessary to execute and sustain an indefatigable fueling management system.

II. SCOPE OF WORK

Gaston County Schools (GCS) is seeking bids from vendors who can deliver fuel management and equipment integration services. The vendor must provide or arrange to provide all materials, equipment, software, licenses, warranties, installation, technical support and training necessary to execute and sustain an indefatigable fueling management system for the following:

FLEET DESCRIPTION *SUBJECT TO CHANGE*:

237 Yellow School Buses, 2 Fuel Trucks, 8 Service Trucks, 20 Spare Kits for Inventory

The vendor shall plan for work to be done as necessary to accommodate the school district's class and transportation schedules. All vendor employees and/or subcontractors are required to have visible identification badges at all times while on school system property. Vendor shall be responsible for ensuring no employee or subcontractor comes onto school system property who has been convicted of a felony, who appears on any sex offender registry, or who has been convicted of a misdemeanor involving harm to children. The vendor shall maintain worker's compensation insurance for its employees and general liability insurance with at least \$1,000,000 in coverage.

III. General Requirements

1. FMLive Pedestal Integration: Oversee the installation and commissioning of (1) FMLive Pedestal upgrade to an existing Fuelmaster Pedestal system.
2. Cellular Passive Mobile Units Installation: Manage the installation, wiring, up-fitting, and commissioning of (2) FMLive Cellular Passive Mobile units that includes the setup of 12v Aquamatics valves, necessary piping and electrical configurations, and pulsers for Veeder Root registers.
3. AIM Titanium Kits Configuration: Install and program (237) AIM Titanium Kits for yellow school buses, (8) Kits for F250 trucks, and (2) Kits for Freightliner Fueling Trucks, 20 spare yellow bus kits.

4. Operational Training - Post Installation: Provide a comprehensive training session for site personnel on the differences in operations between the Legacy Fuelmaster Pedestal unit and the FMLive Fuelmaster systems, involving live testing of AIMS transactions.

IV. ON-SITE IMPLEMENTATION AND TRAINING

The vendor shall provide an effective comprehensive on-site project training. The training plan should be sufficiently executed to accommodate the school district's class and transportation schedules.

1. Include timelines and training schedules.
2. Provide a dedicated team/development services for initial setup and configuration while staff are being trained.
3. Provide a dedicated single point of contact (project manager) during implementation. Any changes must be approved in advance with GCS.
4. Describe how the integration to GCS systems will work.
5. The system should securely and safely store and transmit data according to industry standards and best practices.

V. SELECTION COMMITTEE

A selection committee will evaluate the information submitted. Interviews with short-listed carriers are anticipated but may not be held at the option of the Selection Committee. Please do not contact any GCS staff member other than the designated contact person (Paul Williams by email only) regarding the project contemplated under this RFP while the RFP is open, and a selection has not been finalized. Any attempt to do so may result in disqualification of the company's submittal for consideration.

VI. QUESTIONS

Please direct all questions and requests for information to Paul Williams at pewilliams@gaston.k12.nc.us, no later than Wednesday, November 15, 2023 by 2:00 PM.

VII. SUBMITTAL REQUIREMENTS

If your company would like to be considered for providing fuel modernization for transportation services for GCS, please submit 4 (four) copies of your Bid Package to:

Gaston County Schools Transportation:
RFP GCS School Bus Fueling Modernization Project
Gaston County Schools 945 Osceola Street Gastonia, NC 28053

Each carrier is solely responsible for the timely delivery of its Bid Package. All Bid Packages must be SEALED and received by 2:00 PM on Wednesday, November 22, 2023 at 945 Osceola Street Gastonia, NC 28053, RFP **GCS School Bus Fueling Modernization Project**.

Carriers accept all risks of late delivery of Bid packages regardless of fault.

NOTE: **GCS School Bus Fueling Modernization Project**, must be present and visible and clearly labeled on the outer shipping package/container/envelope otherwise the bid will be rejected. Bids submitted via facsimile (FAX) machine, open, see through, or emailed in response to this Invitation for Bids will not be acceptable. Late Bids will not be accepted. MAILING INSTRUCTIONS: Mail only 4 (four) fully executed bid documents. Bids should be completely sealed, address envelope, and include bid number as shown below. It is the responsibility of the bidder to have the bid in this office by the specified time and date of opening.

VIII. Presentation/Demonstration

If in GCS's opinion, presentations or demonstrations of a vendor's proposed systems features and capabilities are warranted, GCS will notify the appropriate vendors. Such presentation or demonstration will be at a GCS site at a date and time mutually agreed upon between GCS and the vendor and will be at the vendor's expense.

IX. Cost of Responding

This solicitation does not commit GCS to pay any costs incurred by the vendor or any other party in the preparation and/or submission of proposals or in making necessary studies or designs for the preparation thereof, nor is GCS obligated to procure or contract for such services.

ADDITIONAL INFORMATION ABOUT THIS RFP

Vendor Registration

All consultants must be registered in GCS' Vendor Registration System to receive payment for services and/or supplies provided under any contract. Please visit <https://www.gaston.k12.nc.us/cms/lib/NC01911153/Centricity/Domain/116/Vendor%20Application%20Packet.pdf> to view information regarding vendor registration.

Public Records

Upon receipt by GCS, your Bid Package becomes the property of GCS and is considered a public record except for material that qualifies as "Trade Secret" information under North Carolina General Statute 66-152 et seq. Your Bid Package will be reviewed by GCS's Selection Committee, as well as other GCS staff and members of the general public who submit public record requests. To properly designate material as a trade secret under these circumstances, each firm must take the following precautions: (a) any trade secrets submitted by a firm should be submitted in a separate, sealed envelope marked "Trade Secret - Confidential and Proprietary Information - Do Not Disclose Except for the Purpose of Evaluating this Bid Package," and (b) the same trade secret/confidentiality designation should be stamped on each page of the trade secret materials contained in the envelope.

In submitting a Bid Package, each firm agrees that GCS may reveal any trade secret materials contained in such response to all GCS staff and GCS officials involved in the selection process and to any outside consultant or other third parties who serve on the Selection Committee or who are hired by GCS to assist in the selection process. Furthermore, each firm agrees to indemnify and hold harmless GCS and each of its officers, employees and agents from all costs, damages, and expenses incurred in connection with refusing to disclose any material that the firm has designated as a trade secret. Any firm that designates its entire Bid Package as a trade secret may be disqualified from the selection process.

Clarification of Submittal

GCS reserves the right to obtain clarification of any point in a firm's proposal or to obtain additional information.

Conditions and Reservations

GCS reserves the right to reject any or all responses to the RFP, to advertise for new RFP responses, or to accept any RFP response deemed to be in the best interest of GCS. GCS reserves the right to waive technicalities and informalities.

A response to this RFP should not be construed as a contract, nor indicate a commitment of any kind. The RFP does not commit GCS to pay for costs incurred in the submission of a response to this RFP or for any cost incurred prior to the execution of a final contract. No recommendations or conclusions from this RFP process concerning your firm shall constitute a right (property or otherwise) under the Constitution of the United States or under the Constitution, case law or statutory law of North Carolina. Neither binding contract, obligation to negotiate, nor any other obligation shall be created on the part of GCS unless GCS and your firm execute a contract.

Firms shall meet all Federal, State and Local laws, regulations and rules applicable to their business.

Contact Information

Please direct all questions and requests for information to Paul Williams, no later than 2:00 PM, Wednesday, November 15, 2023, by email to pewilliams@gaston.k12.nc.us.

Gaston County School's goal is to provide transportation in the safest and most efficient manner for each individual student. Thank you for helping to make this possible as Gaston County Schools appreciates your interest in providing professional transportation services.

Sincerely,

Paul Williams
Director of Transportation

Attachments: Exhibits 1

Bids will be received until Wednesday, November 22, 2023 at 2:00 PM

Vendor name and address:

Complete bid for total scope of work (including labor, equipment, all necessary materials, tax, shipping, technical support, training, warranties).

	Materials	Labor	Equipment	Shipping	Training	Technical Support	Warranty	Tax (7%)	Total
Hardware with 1 Year of Cellular Support									
Hardware with 5 years of Cellular Support									
Software with 1 Year of Cellular Support									
Software with 5 Years of Cellular Support									

Total Bid: 1 Year with Cellular Support \$ _____

Total Bid: 5 Years with Cellular Support \$ _____

Vendor's name: _____

Contact person: _____

Mailing address: _____

Email address: _____

Telephone number: _____

Fed ID No.: _____

Has your company been debarred, suspended, excluded or ineligible from doing business with either the state or Federal Government? YES _____ NO _____

I certify that this quotation is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a quotation for the same services, materials, supplies, or equipment and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this quotation and certify that I am authorized to sign this quotation for the bidder.

Signature Date