

Refrigerated Truck for School Nutrition Program

The Fayette County Public Schools Purchasing Department (hereinafter FCPS) invites you to participate in a request for quote (RFQ). This RFQ will consist of providing and delivering a refrigerated truck as specified within the school district. The most responsive and responsible respondent will provide delivery as requested if within a 20-mile radius of the LaFayette Educational Center.

Responses to this request for quote are due no later than the date and time specified in the timeline of events either physically or electronically to the FCPS Purchasing Department located at the LaFayette Educational Center, Building A, 205 LaFayette Avenue, Fayetteville, GA, 30214. Quotes received after the specified date and time will not be considered.

Vendors are instructed to carefully read all items, conditions, terms, specifications, and attachments herein and referenced before completing their quote. Failure to comply with any requirements of the RFQ may be a cause for rejection.

Instructions to Respondents

Schedule of Events

RFQ Released	Tuesday, September 27, 2022
Questions Due	Wednesday, October 12th, 2022 Before 10:00 AM (ET)
Addenda Issued (if applicable)	Friday, October 14, 2022
Responses Due	Monday, October 24th, 2022 Before 10:00 AM (ET)

Respondent Registration

Respondents are encouraged to register with the issuing agent, Matthew Roberts, by sending an email to roberts.matthew@fcboe.org after reviewing this solicitation.

Respondents who register will automatically receive an email update with additional documents such as addenda and be notified of award issuance, even if they choose not to submit a response.

Project Documents and Forms

Documents and forms required for submission as part of this RFQ can be found on the FCPS Purchasing Department website. Failure to include the required submissions listed herein may result in a rejection of the response. A list of required forms is contained herein and additional submissions may be required per the specifications contained herein.

Response Delivery

1. Responses may be submitted electronically, by mail, or hand-delivered to the LaFayette Educational Center, Building A, 205 LaFayette Avenue, Fayetteville, Georgia 30214, Attention: Purchasing Department.
2. Quote openings will occur at the date and time specified at the address above. No faxed or telephone responses will be accepted or considered.
3. Responses may be emailed to the issuing agent if meeting the following guidelines:
 - 3.1. Emailed responses must be in a consistent, clear, and readable format and complete. (Adobe PDF format is preferred)
 - 3.2. All response documents should be bound in one document. Multiple separate documents may result in evaluation score reductions.

Attachments

1. Attachments must include the following:
 - 1.1. Cost Proposal in line item format with variable costs and options detailed
 - 1.2. Proposed vehicle model sales information and specifications
 - 1.3. Proposed refrigerated unit sales information and specifications
2. Available warranties

Response Format Requirements

1. The response should be typed and legible.
2. The solicitation document has been carefully organized. All sections, specifications, requirements, and appendices are numbered; therefore responses should be organized in the same manner referencing the solicitation document when necessary.
3. All pages should be numbered and contain page headings or footers with the respondent's name and the solicitation title and number.
4. Multiple Response from the Same Respondent
 - 4.1. Respondents may submit more than one response when offering multiple alternatives.
 - 4.2. Responses must be separate and each should conform to all terms and conditions within the solicitation.
 - 4.3. Responses must be labeled separately to easily identify differing responses from the same respondent.

Scope of Work and Specifications

Scope of Work

The Fayette County Public Schools School Nutrition Department is seeking quotes for a refrigerated box truck as defined within this RFQ. Delivery to the LaFayette Educational Center (located at 205 LaFayette Ave., Fayetteville, GA 30214) should be included in the total price.

Specifications

1. Approximately 24 ft. Box Truck, No CDL required for operation,
2. Engine: diesel preferred, will consider alternatives
3. Automatic Transmission
4. Body: Box truck on chassis
 - 4.1. Side door accessible with ramp

- 4.2. Rear door with roll-up or barn style door (liftgate specifications below)
5. Dual power system to run cooler unit separate from engine
 - 5.1. Prefer shoreline power connection options as well
6. Refrigeration Unit
 - 6.1. Thermo-King or Approved Equal
 - 6.2. Must be capable of switching from cooler to freezer
 - 6.3. Cooler Temperature of 41 degrees Fahrenheit or lower
 - 6.4. Freezer Temperature of 10 degrees Fahrenheit or lower
 - 6.5. The respondent must include a detailed attachment with refrigeration unit specifications including the average time for the temperature to reach certain thresholds as defined in 6.3 and 6.4.
 - 6.6. In-cab monitoring system
 - 6.7. Option for dual-zone control with separate compartments allowing for freezer storage in half and refrigerated storage in half.
7. Liftgate on the rear allowing for multiple height adjustments
 - 7.1. Liftgate can either fold under or up for storage
8. Safety Systems
 - 8.1. Back-up camera system with virtual guides for safe backing
 - 8.2. Back-up alarm
 - 8.3. Seat-belt restraints
 - 8.4. Two Cup Holders

General Terms and Conditions

FCPS's General Terms and Conditions are posted on the Purchasing Department website under the heading of Vendor Terms, Conditions, and Forms at <https://www.fcboe.org/Page/2707>. By submission of a response, the respondent acknowledges they have read and understood these General Terms and Conditions as well as any terms and conditions contained herein.

Special Terms and Conditions

Quote Opening

1. Quotes will be opened at the date and time provided in the schedule of events. All results will be publicly posted on the FCSD website once an award recommendation is made.
2. Quotes must be marked with the RFQ number.
3. Electronically delivered quotes will utilize the timestamp generated on the email.
4. Quotes must conform to the guidelines listed herein.
5. Quotes received late will be marked "non-responsive" and may not be considered at the sole discretion of the FCPS Purchasing Department.

Questions

1. All questions concerning this solicitation must be submitted in writing by email to the issuing agent.
2. No questions other than written will be accepted and only answers provided via addenda shall be binding.

Award Oversight

The awarded respondent will report to Kokeeta Wilder, School Nutrition Program Director or their designee at 770-460-3535 Ext. 1061.

Quote Evaluations

1. According to the Fayette County Board of Education policy, DJE “lowest price alone will not be the sole determining criteria in the selection process”.
2. Factors that may be used in evaluating responses may include but are not limited to, the following: price/cost, warranty, service guarantees or past performance, costs of ownership analysis, business capabilities analysis, delivery schedules and methods, and product-specific manufacturer/quality standards.
3. Respondents may inquire as to specific evaluation methods and may request in writing an explanation of evaluation methods used to determine an award. See General Terms and Conditions regarding award protests.

Term

1. The term of this RFQ and resulting agreement is from the date of resulting award issuance until December 31, 2022, with no option to renew.
2. Per the FCPS General Terms & Conditions, should the Fayette County Board of Education fail to appropriate funding for each fiscal year beginning July 1st, this solicitation and resulting contract or purchase orders will be canceled with no-fault or obligation beyond products or services already received and properly invoiced.
 - 2.1. FCPS may notify the awarded bidder in writing thirty (30) days prior to cancellation for non-appropriation.

Contract Incorporation

This request for quote, any addenda, and the awarded quote will be incorporated into any resulting contract and/or purchase order.

Respondent Information Form

Place this form on top of your response.

Refrigerated Truck for School Nutrition Program - RFQ 23-003-084

Company Name:	
Point of Contact:	
Street Address:	
City:	
State:	
Zip Code:	
Telephone:	
Email:	
Website:	

Authority to Act

The undersigned states that he/she has the requisite authority to act on behalf of his/her employer in these matters and has offered to provide the products/services in accordance with the terms and conditions herein.

Terms, Conditions, and Specifications

Through the submission of response and signature below, the respondent verifies that their solution, if applicable, complies fully, or complies with an exception, to all stated general and special terms, conditions, and specifications. See the FCSD General Terms and Conditions for further information and directions on notating exceptions to stated specifications.

Addenda

Through the submission of response and signature below the respondent verifies that they have read and understood any addenda issued for this solicitation if issued.

Signature: _____

Date: _____