



**SUMMARY – RFQ 2024-05-01
Bus Washing**

Valley Regional Transit (VRT) is requesting quotes for RFQ 2024-05-01.

Date Issued: February 1, 2024
Request: Bus Washing.
Questions Due February 15, 2024 @ 4 p.m. Mountain Time
Quotes Due February 29, 2024 @ 4 p.m. Mountain Time
Scope of Work: Below
RFQ Contact: Kevin Womack procurement@ridevrt.org

Quotes can be emailed to:

Valley Regional Transit
Attention: Kevin Womack, Procurement / Contracts Specialist,
emailed to procurement@ridevrt.org on or before.
February 29, 2024 @ 4:00 p.m. MT

Term:

Offeror shall provide professional services on an as-needed basis as described herein for an initial term of two (2) years commencing on May 1, 2024, and expiring on April 30, 2026, with an option to renew upon mutual agreement of both parties under the same terms and condition for additional two (2) one-year terms.

Submission Requirements

All Quotes must include the following items in order to be considered:

- Description of offeror and qualifications
- Identification of project manager
- Description of the support throughout the term of the project
- Completed Price Schedule - Update Price Schedule as needed for procurement.
Pricing must include all equipment, materials, labor, and any fees.
- Any annual price increases must be noted in price Quote.
- All quotes must be signed by a duly authorized representative of the firm.
All unsigned or late submissions will be automatically rejected.
- Completed Offeror's General Information Form
- Quote submitted in English.

Valley Regional Transit evaluation team will review and evaluate all quotes. A recommendation to enter into an agreement with the successful vendor(s) will be made based upon best value and price.

Offerors will be notified by email with a Notice of Intent to Award.

We appreciate your interest in Valley Regional Transit and look forward to your response.

STATEMENT OF OBJECTIVE

Purpose:

Valley Regional Transit (VRT) is seeking quotes from qualified and experienced respondents (individuals or firms) to provide bus and vehicle washing services onsite at the Happy Day Transit Center (HDTC) Facility. The work will include hand and/or power washing the exterior and/or cleaning the interior buses, support vehicles including, but not limited to light and medium duty vehicles such as a truck and passenger car on a weekly or bi-weekly schedule.

Location:

The location of the service will be at Valley Regional Transit, Happy Day Transit Center (HDTC) 5907 Cleveland Blvd., Caldwell, ID 83607.

Day of Service:

Buses and support vehicles will be washed weekly or bi-weekly on Saturdays at a mutually agreed time.

Scope of Work:

Offeror personnel will contact VRT authorized personnel the day prior to the scheduled wash to confirm. Offeror personnel will also contact VRT authorized personnel when the job has been completed. Vehicles will be available and staged in the yard prior to washing.

Prior to commencing washing of the vehicles, the Offeror will place barriers in appropriate location(s) to catch run-off including all grit, road grime, sand and oil, in order to prevent it from remaining on or leaving the parking lot.

Offeror will collect, remove, and dispose of bus wash run-off which is considered "processed wastewater". All bus wash run-off is to be disposed of within the City limits of Caldwell, Nampa, Meridian, or Boise, ID. Offeror is responsible for disposal of the bus wash run-off per the applicable city's rules & regulations. It is the Offeror's responsibility to meet all applicable City, County, State, and Federal rules, and regulations, including disposal of processed wastewater. All cleaning chemicals will be bio-degradable, environmentally friendly, and safe to all occupants' health and well-being.

The exterior cleaning will include cleaning all windows, windshields, wheels (tires and rims), sides, and roof of buses/vehicles. The surface must be free of dirt, dust, residue, road grime and water marks after the wash. Offeror will use car wash type detergent, and appropriate soft brush to remove dirt and road grime. Offeror will rinse each vehicle immediately after it is washed. Rinse water will contain an appropriate car-wash type rinse agent to reduce surface tension of water so as to minimize spotting.

VRT staff may request the Offeror redo all or part of the services to VRT's satisfaction.

It will not be necessary for Offeror to use detergent or brushes on the roofs of any of the buses, but Offeror must attempt to spray the roofs of the buses to remove dirt or dust accumulations.

The Offeror must wash the roof of all truck and automobiles using car wash type detergent and soft brush. Offeror will rinse each truck and automobile immediately after it is washed.

Rinse water will contain an appropriate car-wash type rinse agent to reduce surface tension of water so as to minimize spotting.

The interior cleaning of the buses will only include the 40-foot buses. This will involve shampoo/steam cleaning of the bus seats once a month.

Offeror must have the ability to wash the buses in all types of weather. Offeror must be available as needed. Scheduling to be mutually agreed to by Valley Regional Transit, in the event of a conflict, the contract administrator shall have the final say.

Offeror will provide Safety Data Sheets (SDS) for all chemicals used on VRT property.

VRT reserves the right to not have the vehicles washed at a regularly scheduled wash day, and if so, will provide the Offeror with at least three (3) working days' notice via email or telephone call prior to the wash being cancelled. Offeror will not charge VRT for services that are cancelled. If a Saturday wash is cancelled by VRT, as described above, the normal two-week schedule will resume the next Saturday following the cancelled wash.

VRT BUS AND SUPPORT VEHICLE FLEET LIST:

Up to Eight (8) 40' Gillig Transit Buses
Up to Six (6) 33' Ford F-550 Straight Truck Based Cutaway Buses
Up to Three (3) 29' Ford E-450 Cutaway Van Based Buses
Up to Four (4) 21' Ford E-450 Cutaway Van Based Buses
Up to One (1) Full Size Truck
Up to Two (2) Jeep Cherokees

STAFFING - TOOLS & EQUIPMENT:

It is the Offeror's responsibility to provide an appropriate level of on-site staffing as needed, provide appropriate tools, materials, and equipment necessary to support all aspects of vehicle washing services.

The Offeror shall furnish all materials and equipment necessary for properly delivering onsite vehicle washing services. All equipment will be in good working condition. VRT reserves the right to inspect equipment to be used to perform services under this contract. Any equipment determined to be in poor condition must be repaired or replaced immediately, at the Offeror's expense. Failure to provide suitable equipment for carrying out all requirements of this contract may be grounds for termination.

Offeror's equipment, materials and services are to be compliant with all Federal, State, local laws, and all other applicable regulatory requirements.

PRICE QUOTE

Offeror's Price Quote shall contain the information listed below as an Exhibit to Offeror's Quote. Offeror's Price Quote Exhibit shall be a separate .pdf file included electronically and transmitted as a separate attachment in the email with Offeror's Quote. Offeror's Price Quote Exhibit shall be signed by Offeror's authorized representative.

Price Quote must be in US Dollars.

Annual Price Increase:

Any annual price increase must be noted in Offeror's Price Quote. _____

The various components of Offeror's Price Quote may be adjusted on the anniversary date of the contract's effective date. Offeror will give VRT at least thirty (30) days' prior written notice of the effective date of such price increase. Any such price increase is subject to approval by VRT.

Offeror's Price Quote will provide key personnel rates who will be working on this project.

Service Rates:

Item Number	Description	Service Rate per Wash
1	40' Gillig Transit Bus	
2	Weekly	
3	Bi-weekly	
4	Monthly	
5	Cleaning Seats per Hour	
6	33' Ford F550	
7	Weekly	
8	Bi-weekly	
9	Monthly	
10	29' Ford E-450	
11	Weekly	
12	Bi-weekly	
13	Monthly	
14	21' Ford E-450 / E-350	
15	Weekly	
16	Bi-weekly	
17	Monthly	
18	Full Size Truck / Jeep Cherokee	
19	Weekly	
20	Bi-weekly	
21	Monthly	
22	Additional Cost	

Quote shall remain valid for a period of not less than ninety (90) days from the due date of the RFQ solicitation.

Signed:_____ Date:_____

Offeror's General Information Form

Legal Name of Firm: _____

Firm's Address: _____

Firms Contact Person: _____

Title: _____

Telephone: _____

Email: _____

The undersigned certifies as follows:

1. That he/she has read and understands the objectives and requirements of the request for quote; and
2. That he/she agrees to all requirements, specifications, terms, and conditions of the request for quote referenced above; and
3. That he/she will furnish the designated item(s) and /or service(s) as quoted in the request for quote; and
4. That he/she certifies under penalty of perjury that the respondent is, to the best of his/her knowledge, not in violation of any Idaho tax law; and
5. That his/her company has been certified as one of the following registered business classifications:

DBE: _____ Corporation: _____ Other, identify: _____

Respondent's Signature: _____ Date: _____