



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

9/12/2022

TO: Kristy Cowden
Rowan Transit System

FROM: Chris Dodson - NCDOT/IMD-Procurement Unit
Procurement Officer

RE: Procurement Request – G548 – Rolling Stock – Raised Roof Van(s)

Dear Ms. Cowden:

Your request to procure (5) Ford Model X2C Raised Roof Vans has been reviewed and approved by the Procurement unit here at IMD in the amount of \$354,080.00 from vendor(s) Creative Bus Sales.

You may now proceed with your request. Please find attached your complete package for your records.

Should you have any additional questions, please feel free to contact my office at: (919) 707-4696.

Best regards,

Chris Dodson
Procurement Officer

Encl.

APPROVED

SEP 12 2022

IN PROCUREMENT

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION DIVISION
1550 MAIL SERVICE CENTER
RALEIGH, NC 27699-1550

Telephone: (919) 707-4670
Fax: (919) 733-1391
Customer Service: 1-877-368-4968

Website: www.ncdot.gov

Location:
1 SOUTH WILMINGTON STREET
RALEIGH, NC 27601

Subrecipient: ROWAN TRANSIT
Project No.: 22-39-037
Object Code/Line Item No.: G548

IMD
08/21

FORMAL BIDS - PROCUREMENT CHECKLIST
\$90,000* (Equipment/Supplies) *
\$500,000* (State) \$150,000* (Federal-Construction) *

This checklist incorporates the State's local government procurement requirements as stated in N.C.G.S. 143-129 and 143-131, the Federal Transportation Administration's (FTA) requirements as stated in FTA Circular 4220.1F, guidance found in FTA's Best Practices Manual, and FTA's Master Agreement FTA MA (22), dated October 1, 2015, the "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 C.F.R. Part 200, dated December 26, 2014, and FTA's new authorizing legislation, and any subsequent amendments or revisions thereto.

TYPE OF PURCHASE (list quantity and describe)

Submit Procurement Checklist for pre-award authorization for ALL formal bids*:

Construction: _____
☒ Rolling Stock: 5 (FIVE) - X2C - RAISED ROOF VAN W/LIFT
Equipment/supplies: _____
Service Contract (RFP): _____
Other: _____

X PURCHASE FROM STATE CONTRACT*: Contract No. SW0797C - State of Oklahoma
(contract name)

*Include federal requirements with Purchase Order when issuing to vendor if federally funded; Appropriate certification must be completed if purchase is over \$25,000 threshold. Indicate in Section B the federal requirement package attached to P.O.

FUNDING SOURCES (check all that apply)

☒ State funds - Complete Part A of Procurement Process only
☒ Federal funds- Parts A and B of Procurement Process must be completed
FTA grant funds: 5311 5310 5316 5317 ☒ 5339 5307, Other: _____

PROCUREMENT PROCESS

- ☒ **A. FORMAL BIDS:** Equipment & Supplies - \$90,000 or greater; Construction - \$500,000 or greater (State funds only); Construction-\$150,000 or greater (federal and state funds)
1. Specification or criteria and instructions to bidder.
 2. Advertisement - may use electronic advertisement or newspaper, or both. Must have prior board authorization if advertisement is solely electronic. At least 7 full days must lapse between notice and bid opening. List publications or method: _____
 3. Solicitation: Mail to at least 3 responsible suppliers (list): _____
 4. Date Bid Let: _____
 5. Date/Time of Bid Opening: _____
 6. Number of Addenda: _____
 7. Number of Sealed Bids Received (Construction must have minimum 3): _____
 8. Tabulation (attach copy): \$354,080 - 5(Five) Vehicles Total includes options - LED Rear Red Brake Lights-Roof-Top Strobe Light - 4-camera pre-wire
Additional Construction Requirements:
 9. Bid Bond (5%) (required for construction **ONLY**): _____
 10. Performance & Payment Bonds (100%) (required for construction **ONLY**): _____
 11. MBE/WBE/DBE participation: FTA funded: DBE project specific goal assigned _____%; NCDOT-DBE policy to be included in bid documents; State funded: Attach State MBE/WBE Construction documents for participants and Affidavits A & B; Affidavit C or D must be submitted after notification to low bidder.
 12. **Indicate type of bid:** Separate-prime bidding _____ Single-prime bidding _____
Dual Bidding (separate & single prime) _____ Construction Management at Risk _____
Alternative Contracting (prior approval by State Building Commission required) _____
 13. (All Bids) Contract award recommendation(attach copy of contract): Creative Bus Sales
(If award made to other than the low bidder, provide justification for award.)
 14. State funded only: go to last page, certify with authorized signature. _____
FTA funded: complete all sections of item **B. FEDERAL REQUIREMENTS** that apply. _____

B. FEDERAL REQUIREMENTS:

Provide the correct federal requirements that apply to your procurement. Please go to the IMD Web Site to find the applicable set of federal requirements. You will find the link listed here: <https://connect.ncdot.gov/business/Transit/Pages/Transit-Procurement.aspx>. Then under the "Federal and State Requirements", you will find the listed Federal Requirement selection listed below. You will need to download the appropriate one for your procurement. Attach this document to your Formal Bid Document.

Select the Federal Requirements that you used for your Solicitation:

- ☐ Construction
- ☐ Rolling Stock
- ☐ Materials / Equipment / Supplies
- ☐ Operations & Management
- ☐ Professional A & E Services
- ☐ Technology/ Goods/ Services

☐ **Certifications:** *(Include all executed certifications when submitting documentation for approval.)*

- ☐ 1. All bids over \$90,000 that require a service or installation must include the **Affidavit of Compliance with NC E-Verify** signed by all vendors, suppliers, or contractors certifying that they are in compliance with NCGS 64-26.
- ☐ 2. **Lobbying Certification** - Required with bids exceeding \$100,000 signed by all vendors, suppliers, or contractors, certifying that no funds are being used for lobbying. This certification is included with all the federal requirements.
- ☐ 3. All bids over \$90,000 must include the **Debarment Certification** signed by all vendors, suppliers, or contractors certifying that they are not on the State's or Federal's Debarment or Excluded Parties Listing System.
The transit system is required to review all third party contractors under the Excluded Parties Listing System at <http://sam.gov/> and the State's Debarment List at <http://www.pandc.nc.gov/actions.asp> before entering into any contracts.
- ☐ 4. **Buy America Certification** is required for all bids involving equipment, materials or construction over \$150,000. Only one Certification **MUST** be submitted with the bid; a bid is considered non-responsive if the certification is not submitted or if both the compliance and non-compliance certifications are submitted, the contract cannot be awarded.
- ☐ 5. **Rolling Stock Quotes – a TVM Certification** is required for all vehicles other than minivans or crossover type vehicles. The Certification **MUST** be submitted with the quote; a quote is considered non-responsive if certification is not submitted and contract cannot be awarded. The TVM goal must be verified by on the FTA website and the TVM report form must be completed within 30 days of award of contract/issuance of P.O.
- ☐ 6. **Rolling Stock bids – a Bus Testing Certification** is required for ADA minivans and all vehicles other than vans (unmodified 9 passenger or less vehicles, 10-15 passenger standard vans, or modified 10-15 passenger vans with or without wheelchair lifts). The Certification **MUST** be submitted prior to the award of the contract. A copy of the Bus Testing Report must be kept on file.
- ☐ 7. N.C.G.S. §147-86.59 requires that all bids or contracts or renewals with the State of NC or local governments, or any political subdivisions of the State, have a certification that the contractor is not on the Final Divestment List that has been created by the NC State Treasurer pursuant to N.C.G.S. § 147-86.58. In compliance with the requirements of N.C.G.S. § 147-86.55 and 147-86.59, the Contractor shall not utilize the performance of the contract with any subcontractor that is identified on the Final Divestment List.

☐ **Additional Requirements:** (Include all documentation with checklist)

- ☐ 1. **Rolling Stock Pre-Award and Post Delivery Audit.** – Grantee **MUST** conduct Pre-Award Audit and **Certify** that vehicle meets specifications and the FMVSS compliance requirements. Upon delivery, "Post Delivery" **MUST** be completed and **Certify** that vehicle meets requirements. Documentation must be kept on file.

I hereby certify that this procurement was conducted following all applicable state, federal and local procedures and requirements. Documentation regarding this procurement is on file and will be retained at least five (5) years from the date of project closeout, in accordance with state and federal requirements. (The person that certifies this checklist and that the procurement was conducted following all applicable procedures must be authorized to have oversight of this procurement.)

I am authorized to certify at this procurement level:


(Signature)


Airport and Transit Director
(Title)

September 8, 2022
(Date)

704-239-1434
(Telephone number)

PRIOR APPROVAL IS REQUIRED FOR ALL FORMAL BIDS OVER \$90,000.

Integrated Mobility Division Approval:

BY: Chris Dorian 

Date: 9/12/22

APPROVED: S Ford X2C vans

AMOUNT: \$354,080.00

COMMENTS: FR22 Capital

ROWAN TRANSIT SYSTEM

FY22 - Capital Vehicle Order

State of Oklahoma Contract SW0797C

MODEL: X2C

Per Vehicle Cost	\$	69,537.00
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Options

-LED Rear Red Brake Lights	\$	550.00
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-Roof-top Strobe Light	\$	529.00
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-4-camera pre-wire	\$	200.00
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Total Cost Per Vehicle	\$	70,816.00
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5 (Five) Vehicles Ordered - Total Amount = \$ 354,080.00



Creative Bus Sales

State of Oklahoma Contract

SW0797C

FY 2022

Preparer: _____

Base Model

Mobility Trans 3.5L V6 10,360 GVWR

***Mobility*TRANS**

Base Model Price: \$ 84,768.00

Options: \$ (12,131.00)

Other Available Options: \$ -

Unpublished Options: \$ (3,100.00)

Vehicle Length	Lift Position	WC Positions	Total # Passengers	CDL Required
	Rear	2	7	No

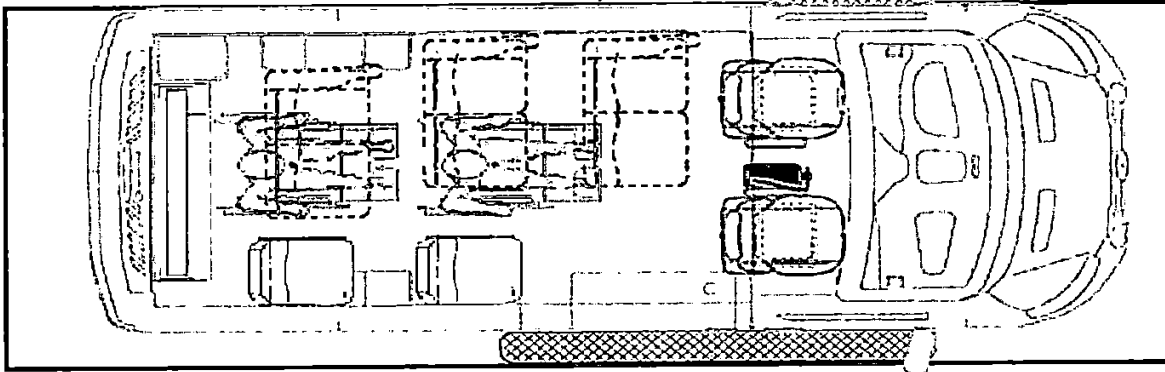
QTY Vehicles: Total Contract Price: \$ -

Per Vehicle Price: \$ 69,537.00

Customer Info

Customer:	NCDOT
Address:	
Contact:	
Office Phone:	
Mobile Phone:	
E-Mail:	

Floorplan



8/5/2022



Base Model Features

Type Q - Rear Lift Full Size Conversion Van

Chassis

Ford Transit 350
3.5L PFDI V6 gasoline engine
10-Speed Automatic Transmission
250-amp alternator
Power-assisted hydraulic front & rear disc brakes
4-wheel anti-lock brake system
25-gallon OEM fuel tank
Independent Macpherson strut front suspension with stabilizer bar
Leaf spring rear suspension
AdvanceTrac w/Roll Stability Control (RSC) w/Forward Collision Warning
Power steering
Cruise control
Dual batteries
Vinyl driver and co-pilot seats
Driver/Co-pilot sun visor
Tilt/Telescoping steering wheel
Power windows
Power door locks
Power mirrors
OEM chassis dash heater, A/C, and defroster
Oxford White

Body

Driver and co-pilot running boards
Electric passenger entry bus door
Ford OEM 2-passenger seats with 3-pt passenger seat belts
Altro flooring

ADA

Braun Millenium wheelchair lift (800# capacity)
One (1) Q'Straint QRT-MAX retractable wheelchair securement system
Securement system storage box
Two (2) tiedown webbing loops
ADA interlock
ADA-compliant ramp and door entrance lighting

Safety

5 lb. fire extinguisher
First aid kit
Emergency triangle kit
Body fluid clean up kit
Backup alarm
Belt cutter

Options

Qty	Description	FY 2022 List Price	QTY Total
1	Additional Wheelchair Position.	\$ 679.00	\$ 679.00
1	Delete bus style doorway	\$ (4,500.00)	\$ (4,500.00)
1	Supply 20' T350 with sliding door	\$ (8,310.00)	\$ (8,310.00)
Subtotal Manufacturer Options:			\$ (12,131.00)

CBS Unpublished Options

Qty	Description	FY 2022 List Price	QTY Total
1	2022 Chassis Credit 9,000# GVWR	\$ (3,100.00)	\$ (3,100.00)
Subtotal CBS Unpublished Options:			\$ (3,100.00)



OKLAHOMA
Transportation

Procurement Division
200 N.E. 21st Street
Oklahoma City, OK 73105-3204
www.odot.org

June 19, 2020

RE: Use of SW0797, Americans with Disabilities Act (ADA) Compliant Transit Buses by entities in states other than Oklahoma

An inquiry was submitted to the Oklahoma Department of Transportation (ODOT) to ascertain if entities in States other than Oklahoma could utilize Oklahoma Office of Management and Enterprise Services (OMES) Statewide Contract 797, ADA Compliant Transit Buses. ODOT requested an opinion of Robin Meyer, OMES Legal Counsel and Dan Sivard, OMES State Purchase Director. Both have concurred that the solicitation for SW0797 does not prohibit entities in other states to utilize SW0797 if the other entity purchasing rules allow this. The supplier must also agree to sell to the particular entity.

Thank you for your patience as OMES reviewed the solicitation and any potential impact to Oklahoma organizations that utilize the Oklahoma mandatory contract.

If you have any questions, please contact:

Jennifer Hankins
(405)708-1846

"The mission of the Oklahoma Department of Transportation is to provide a safe, economical, and effective transportation network for the people, commerce and communities of Oklahoma."

AN EQUAL OPPORTUNITY EMPLOYER