

**Nations Bus Sales
REPRESENTING
Mobility Transportation Services**



ORDER PACKET

**Contract #TRIPS-15-MB-NB
MiniBus with ADA Option**

CONTRACT # TRIPS-15-MB-NB

ORDER PACKET FOR

MiniBus with ADA Option

Nations Bus Sales

General Information

The Transit Research Inspection Procurement Services Program (TRIPS) issued Proposal #TRIPS-15-MB-RFP to establish a series of state contracts for the purchase of MiniBus with ADA option. Through this process three contracts were awarded.

This Order Packet is for Contract #TRIPS-15-MB-NB, which was awarded to Nations Bus Sales on December 7th, 2015 to provide MiniBuses with ADA Option.

This Order Packet contains the necessary instructions and forms for agencies to place an order with Nations Bus Sales to purchase these vehicles. This Order Packet also provides guidance and clarity on the relationships between the seller, the buyer, and Florida DOT's TRIPS program.

The complete Contract #TRIPS-15-MB-NB is accessible from the TRIPS website <http://tripsflorida.org/> and contains the following sections:

- **Part 1** - General Requirements and Conditions, and Contractual Provisions
(Including all U.S. DOT Federal Transit Administration certifications)
- **Part 2** - Technical Specifications
- **Part 3** - Options
- **Part 4** - Quality Assurance Provisions
- **Part 5** - Warranty Provisions
- **Part 6** - Paint Schemes

For further information on the TRIPS program and Contract #TRIPS-15-MB-NB, please contact either Carlton Allen (850-921-7345) or Lazara Stinnette (813-974-0695) at the University of South Florida, Center for Urban Transportation Research (CUTR).

Vendor Information

To place an order for a vehicle under Contract #TRIPS-15-MB-NB, contact David Morris at Nations Bus Sales.:

- **Address:** 555 Outlet Mall Blvd
St Augustine, FL 32084
- **Telephone #:** 877-389-6060
- **Fax #:** 386-326-6065
- **Email:** dmorris@nationsbus.com
- **Contact Person:** David Morris

Procedures for Ordering

The following sections provide guidance to be used by the vendor and the agencies in the ordering, delivery, acceptance and payment for vehicles procured under this contract. All parties are advised to fully review the full contract document available on the TRIPS website. Contract #TRIPS-15-MB-NB will be the governing document.

Agencies should understand that each order placed with and acknowledged by Nations Bus Sales constitutes a contract between the purchaser and Nations Bus Sales only. The contract implies no duties or responsibilities by the University of South Florida, Center for Urban Transportation Research, or the Florida Department of Transportation. The terms and conditions of this contract are to be administered and enforced by and between the ordering agency and the vendor.

ORDERING INSTRUCTIONS

Agencies must utilize the order forms in this Order Packet to place their orders. Agencies are encouraged to contact and work closely with Nations Bus Sales in finalizing their orders, to fully understand the options available, to select the paint scheme, and any special options or conditions that may impact the final order and purchase price. Please submit a separate order form for each vehicle ordered.

Contract #TRIPS-15-MB-NB is to provide MiniBuses with ADA Option. Among the standard components of this vehicle are:

- OEM Ford Transit chassis in several weights and configurations
- Gas 3.7L V-6 DOHC gasoline Engine w/ electronic fuel injection
- Standard Automatic transmission
- Upgraded A/C
- Several other options

The Order Packet also includes the description of the available options to assist the Agency in completing their orders.

Included in this Order Packet are the following forms and information:

- Order Form that provides:
 - Base vehicle price
 - Individual option and prices
 - Sample order form
- Sample Order Form – providing an example as how to complete the order form
- Description of Options

Please submit a separate order form for each vehicle ordered. To complete the order form, place the number of items in the corresponding quantity column. Multiply the dollar figure in the cost column by the number of items in the quantity column to calculate a total cost for that item. Enter that amount in the total cost column. Add the total cost column amounts together to arrive at the grand total for the vehicle. The grand total will be the figure used on the Agency's purchase order.

Unless your vehicle is funded in part by the FTA Section 5310 grant program, the Agency deals directly with Nations Bus Sales

Once the details of the order are finalized, an Agency purchase order must accompany all orders placed with Nations Bus Sales for those vehicles not funded by the FTA Section 5310 grant program.

For all vehicles funded through the FTA Section 5310 grant program, a copy of the completed order form and either an Agency purchase order or a check for the Agency's portion payable to Nations Bus Sales must be emailed, faxed, or mailed to the TRIPS 5310 Administrative Specialist:

Ms. Lazara Stinnette
TRIPS 5310 Administrative Specialist
USF-CUTR
4202 E. Fowler Avenue – CUT100
Tampa, Florida 33620
Telephone: (813) 974-0695
Fax: (813) 974-5168
Email: lstinnette@cutr.usf.edu

The TRIPS 5310 Administrative Specialist will verify the order accuracy, complete the request for the FDOT share, and forward the request to Tallahassee for the FDOT purchase order. When the FDOT purchase order number is assigned, the TRIPS 5310 Administrative Specialist will place the order with Nations Bus Sales and notify the Agency of its status.

Nations Bus Sales will provide written confirmation to the Agency and/or CUTR of the receipt of the order within seventy-two (72) hours of receiving the order with purchase order. At a minimum, the acknowledgement of the order will contain:

- The Agency's purchase order number
- The date the order was received
- The date the order was placed with the manufacturer
- The production and VIN number when available
- The estimated delivery date (when available)

DELIVERY

Completed units are to be delivered to purchaser within ninety (90) days from receipt of chassis or purchase order, whichever occurs last.

In the event of delay in completion of the delivery of vehicles beyond the date specified in the contract, in addition to any granted extensions agreed to in writing by the Agency, the Agency may assess as liquidated damages, twenty five dollars (\$25.00) per calendar day per vehicle.

Each vehicle purchased through the TRIPS shall be routed to the FDOT's Springhill Inspection Facility, located in Tallahassee, Florida, for an inspection prior to delivery to Nations Bus Sales

Nations Bus Sales should see that all noted write-ups are corrected prior to final delivery to the procuring agency. This inspection by the TRIPS is not represented as being "all inclusive" and in no way relieves the dealer from the required Pre-Delivery Inspection (PDI).

Prior to the vehicle(s) being delivered, Nations Bus Sales must perform a PDI. Upon completion of a PDI, Nations Bus Sales will be required to deliver the vehicles to the Purchaser. The dealer shall notify both the purchasing Agency and the FDOT District Office a minimum of 48 hours in advance to arrange a delivery time.

The vehicle shall be delivered with all Contractor/manufacturer's quality control checklists including road test and final inspection (properly completed and signed by an authorized plant representative). Other documents/items required at delivery include:

- Manufacturer's Certificate of Origin
- Application for Certificate of Title
- Bill of Sale
- Warranty Papers (forms, policy, procedures)
- Maintenance Schedule
- Operators' manual
- Invoice (To include contract number, P.O. number, VIN#, and agency name)

FINAL ACCEPTANCE

Delivery of the vehicle(s) by Nations Bus Sales does not constitute acceptance by the Agency. The vehicle will be considered “accepted” upon passing the inspection and issuance of an acceptance letter by the Agency.

The terms of the contract state that an Agency has ten (10) calendar days after receiving the vehicle(s) to perform the Post Delivery Inspection and issue either a “Letter of Acceptance” or a “Letter of Rejection” to Nations Bus Sales and the Florida DOT District Office contact. The “Letter of Rejection” will state and describe the areas to be found in noncompliance with the bid specifications, incompleteness, or any defective or damaged parts.

A vehicle should be rejected if any items are missing, defective, altered, incorrect, or incomplete. In the event a vehicle(s) is delivered incomplete or contains any defective or damaged parts, the said parts will be removed and replaced by Nations Bus Sales. New parts will be furnished and installed by Nations Bus Sales at no cost to the Agency. If there is work involved, warranty or otherwise, to repair or place the vehicle(s) in proper complete condition, such repairs will be made by an approved firm in accordance to the warranty provisions of the contract.

Placing the vehicle(s) in revenue service will automatically constitute “acceptance”. In such circumstances, a “Letter of Acceptance” should still be sent to Nations Bus Sales

Acceptance of the vehicles shall not release the Contractor from liability for faulty workmanship or materials.

PAYMENT

For vehicle purchased without funding from the FTA Section 5310 grant program, the Agency should complete all necessary paperwork and submit its request to process the Agency purchase order payment within five (5) days after the delivery and/or acceptance of the vehicle.

For all vehicles funded through the FTA Section 5310 grant program, the Agency should approve and process its purchase order to allow a check for the Agency amount to be sent to Nations Bus Sales for its share of the vehicle. If, instead of a purchase order, a check was provided at the order request time, forward all invoices to the TRIPS 5310 Administrative Specialist along with the acceptance letter.

Upon receipt of the Agency's portion of the vehicle, Nations Bus Sales will contact the TRIPS 5310 Administrative Specialist with a request to process the FDOT purchase order payment approval.

The total purchase price should be paid in full within sixty (60) days after acceptance of each vehicle. Agencies should note that failure to meet the net 60-day payment terms could result in the assessment of interest and other penalties. Terms are those shown in Price Proposal Form F of the contract document. A 2% monthly service charge will be added to all past due accounts.

EXHIBIT A

ORDER FORM

ORDER FORM

CONTRACT # TRIPS-15-MB-NB

MiniBus with ADA Option

Nations Bus Sales

AGENCY NAME: _____

DATE: _____

PURCHASE ORDER NUMBER: _____

CONTACT PERSON: _____
(Name, Telephone Number and Email Address)

Ford Transit U4X

October 7, 2019

Item	Unit Cost	Quantity	Total Cost
Base Vehicle Type			
Ford Model U4X 10,360 GVWR 22' 3.5L V-6 DOHC Gas Engine	\$56,637		
3.5L V-6 Eco Boost Gas Engine	\$58,395		
Diesel	\$62,573		
CNG Option	N/A		
SEATS			
Base Seats	\$599		
Child Seats	\$261		
Upgraded AC			
Gasoline Engine Standard with base	NC		
Diesel Engine Standard with base	NC		
Paint Choices			
White	\$0		
Paint Scheme A	\$190		
Paint Scheme B	\$940		
Paint Scheme C	\$2900		
Other Options			
Dual Swing Entry Door "DELETE" option	(\$3925)		
Wheelchair lift/ramp Manufacturer: Braun Model: Vista 2 800 lbs	\$4480		
Wheelchair lift/ramp Manufacturer: Ricon Model: Klearview Series 800 lbs	\$4580	Currently Not Available	
All alternative wheel options	N/A		
2-way radio prep package.	\$157		
A 110V power inverter with accessory outlet (per position)	\$295		

Other Options Continued			
Individual reading lamps, cup holder and electrical accessory outlet	\$83		
Optional floor covering material	\$250		
Driver safety partition	\$190		
Securement Devices Manufacturer: Q-Straint Model: QRT Deluxe	\$645		
Q-Straint WC18 QRT Deluxe System	\$805		
Sidewall Wheelchair Carrier	\$400		
Security camera system,	\$1880		
Additional Camera	\$320		
OEM limited slip axel	\$302		
OEM deep tinted glass, to include rear defroster	\$619		
OEM 2 additional keys with FOBS	\$73		
Upgraded Seating			
Freedman Child Restraint System	\$45		
Freedman 2 Pass. FWD Facing Fold Away (street)	\$930		
Additional Options			
Angel Trax HDX 2 camera system with DVR and Gforce4	\$2095		
Additional camera for HDX system	\$345		
OEM Manual Regen Initiation for Diesel Engine	\$233		
OEM Manual Regen Initiation with Active Regen Inhibitor for Diesel Engine	\$349		
OEM Long Arm Non Telescoping, Power Heated Mirrors with Turn Signals	\$203		
OEM Am/Fm Stereo CD with Audio Input Jack, HD Radio, Sirius and 4" Display	\$426		
OEM Am/Fm Stereo CD with Audio Input Jack, Message Center, Sync and 4" Display	\$739		
OEM My Ford Touch, Navigation with 6" Display, HD and Sirius, Sync2	\$1966		
Byk Rak	\$1090		
Set of two (2) rear flashing LED light strips	\$275		
GRAND TOTAL			

ORDER FORM

CONTRACT # TRIPS-15-MB-NB

MiniBus with ADA Option

Nations Bus Sales

AGENCY NAME: _____

DATE: _____

PURCHASE ORDER NUMBER: _____

CONTACT PERSON: _____
(Name, Telephone Number and Email Address)

Ford Transit X2C

October 7, 2019

Item	Unit Cost	Quantity	Total Cost
Base Vehicle Type			
Ford Model X2C 9,250 GVWR 20' Gas 3.5L V-6 DOHC	\$54,345		
Diesel 2.0L	\$60,769		
3.5L V-6 Eco Boost Engine	\$56,102		
CNG Option	N/A		
SEATS			
Base Seats	\$599		
Child Seats	\$261		
Upgraded AC			
Gasoline Engine Standard with Base	NC		
Diesel Engine Standard with Base	NC		
Paint Choices			
White	\$0		
Paint Scheme A	\$190		
Paint Scheme B	\$940		
Paint Scheme C	\$2450		
Other Options			
Dual Swing Entry Door "DELETE" option	(\$3925)		
Upgrade roof height from Med. to high roof. (REQUIRED FOR ENTRY DOOR AND LIFT)	\$1875		
Wheelchair lift/ramp Manufacturer: Braun Model: Vista 2 800 lbs	\$4480		
Wheelchair lift/ramp Manufacturer: Ricon Model: Klearview Series 800 lbs	\$4580	Currently Not Available	

All alternative wheel options	N/A		
Other Options Continued			
2-way radio prep package.	\$157		
A 110V power inverter with accessory outlet (per position)	\$295		
Individual reading lamps, cup holder and electrical accessory outlet	\$83		
Optional floor covering material	\$250		
Driver safety partition	\$190		
Securement Devices Manufacturer: Q-Straint Model: QRT Deluxe	\$645		
Q-Straint WC18 QRT Deluxe System	\$805		
Sidewall Wheelchair Carrier	\$400		
Security camera system,	\$1880		
Additional Camera	\$320		
OEM limited slip axel	\$302		
OEM deep tinted glass, to include rear defroster	\$619		
OEM 2 additional keys with FOBS	\$73		
Upgraded Seating			
Freedman Child Restraint System	\$45		
Freedman 2 Pass. FWD Facing Fold Away (street)	\$930		
Freedman 2 Pass. FWD Facing Fold Away WW Mount (street)	\$985		
Additional Options			
Angel Trax HDX 2 camera system with DVR and Gforce4	\$2095		
Additional camera for HDX system	\$345		
OEM Manual Regen Initiation for Diesel Engine	\$233		
OEM Manual Regen Initiation with Active Regen Inhibitor for Diesel Engine	\$349		
OEM Long Arm Non Telescoping, Power Heated Mirrors with Turn Signals	\$203		
OEM Am/Fm Stereo CD with Audio Input Jack, HD Radio, Sirius and 4" Display	\$426		
OEM Am/Fm Stereo CD with Audio Input Jack, Message Center, Sync and 4" Display	\$739		
OEM My Ford Touch, Navigation with 6" Display, HD and Sirius, Sync2	\$1966		
Byk Rak	\$1090		
Set of two (2) rear flashing LED light strips	\$275		
GRAND TOTAL			

ORDER FORM

CONTRACT # TRIPS-15-MB-NB

MiniBus with ADA Option

Nations Bus Sales

AGENCY NAME: _____

DATE: _____

PURCHASE ORDER NUMBER: _____

CONTACT PERSON: _____

(Name, Telephone Number and Email Address)

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Ford Transit K1C

October 7, 2019

Item	Unit Cost	Quantity	Total Cost
Base Vehicle Type			
Ford Model K1C 8,550 GVWR 18' Gas 3.5L V-6 DOHC	\$48,081		
Diesel 2.0L	N/A		
3.5L V-6 Eco Boost Engine	\$2075		
CNG Option	N/A		
SEATS			
Base Seats	\$599		
Child Seats	\$261		
Upgraded AC			
Gasoline Engine Standard in Base	N/C		
Diesel Engine N/A	N/A		
Paint Choices			
White	\$0		
Paint Scheme A	\$190		
Paint Scheme B	\$940		
Paint Scheme C	\$2100		
Other Options			
All alternative wheel options	\$358		
2-way radio prep package.	\$157		
A 110V power inverter with accessory outlet (per position)	\$295		
Individual reading lamps, cup holder and electrical accessory outlet	\$83		
Fold-away Seat	\$1057		
Optional floor covering material	\$250		
Driver safety partition	\$190		

Security camera system,	\$1880		
Additional Camera	\$320		
OEM limited slip axel	\$302		
OEM deep tinted glass, to include rear defroster	\$595		
OEM 2 additional keys with FOBS	\$73		
Upgraded Seating			
Freedman Child Restraint System	\$45		
Freedman 2 Pass. FWD Facing Fold Away (street)	\$930		
Additional Options			
Angel Trax HDX 2 camera system with DVR and Gforce4	\$2095		
Additional camera for HDX system	\$345		
OEM Manual Regen Initiation for Diesel Engine	\$233		
OEM Manual Regen Initiation with Active Regen Inhibitor for Diesel Engine	\$349		
OEM Long Arm Non Telescoping, Power Heated Mirrors with Turn Signals	\$203		
OEM Am/Fm Stereo CD with Audio Input Jack, HD Radio, Sirius and 4" Display	\$426		
OEM Am/Fm Stereo CD with Audio Input Jack, Message Center, Sync and 4" Display	\$739		
OEM My Ford Touch, Navigation with 6" Display, HD and Sirius, Sync2	\$1966		
Byk Rak	\$1090		
Set of two (2) rear flashing LED light strips	\$275		
GRAND TOTAL			

EXHIBIT B

SAMPLE ORDER FORM

SAMPLE ORDER FORM

CONTRACT # TRIPS-15-MB-NB

MiniBus with ADA Option

Nations Bus Sales

AGENCY NAME: _____

DATE: _____

PURCHASE ORDER NUMBER: _____

CONTACT PERSON: _____
(Name, Telephone Number and Email Address)

October 7, 2019

Item	Unit Cost	Quantity	Total Cost
Base Vehicle Type			
Ford Model U4X 10,360 GVWR 22' 3.5L V-6 Eco Boost Engine	\$58,395	1	\$58,395
Diesel	\$62,573		
CNG Option	N/A		
SEATS			
Base Seats	\$599	4	\$2,396
Child Seats	\$261		
AC			
Gasoline Engine Standard with Base	NC		
Diesel Engine Standard with Base	NC		
Paint Choices			
White	\$0	1	\$0
Paint Scheme A	\$190		
Paint Scheme B	\$940		
Paint Scheme C	\$2900		
Other Options			
Dual Swing Entry Door "DELETE" option	(\$3925)		
Wheelchair lift/ramp Manufacturer: Braun Model: Vista 2 800 lbs Rear Only	\$4480	1	\$4,480
Wheelchair lift/ramp Manufacturer: Ricon Model: Klearview Series 800 lbs	\$4580	Currently Not Available	
All alternative wheel options	N/A		
2-way radio prep package.	\$157	1	\$157
A 110V power inverter with accessory outlet (per position)	\$295		
Individual reading lamps, cup holder and electrical accessory outlet	\$83		
Fold-away Seat	\$1057		
Optional floor covering material	\$250		
Driver safety partition	\$190		
Securement Devices Manufacturer: Q-Straint Model: QRT Deluxe	\$645	1	\$645
Q-Straint WC18 QRT Deluxe System	\$805		
Sidewall Wheelchair Carrier	\$400		
Security camera system,	\$1880	1	\$1,880
Additional Camera	\$320	2	\$640

OEM limited slip axel	\$302		
OEM deep tinted glass, to include rear defroster	\$619		
OEM 2 additional keys with FOBS	\$73		
Upgraded Seating			
Upgraded Seating Level 2	\$15		
Upgraded Seating Level 3	\$17		
Upgraded Seating Level 3.5	\$33		
Upgraded Seating Level 4	\$37		
Upgraded Seating Level 5	\$46		
Upgraded Seating Level 6	\$51		
Freedman "Ritz" sewing pkg.	\$68		
Freedman Child Restraint System	\$45		
Freedman Seat Grab Handle	\$25		
Freedman 1 Pass. FWD Facing Fold Away (curb)	\$715		
Freedman 2 Pass. FWD Facing Fold Away (street)	\$930		
Freedman 1 Pass. FWD. Facing Fold Away WW Mount (curb)	\$765		
Freedman 2 Pass. FWD Facing Fold Away WW Mount (street)	\$985		
Additional Options			
Angel Trax HDX 2 camera system with DVR and Gforce4	\$2095		
Additional camera for HDX system	\$345		
OEM Manual Regen Initiation for Diesel Engine	\$233		
OEM Manual Regen Initiation with Active Regen Inhibitor for Diesel Engine	\$349		
OEM Long Arm Non Telescoping, Power Heated Mirrors with Turn Signals	\$203		
OEM Am/Fm Stereo CD with Audio Input Jack, HD Radio, Sirius and 4" Display	\$426		
OEM Am/Fm Stereo CD with Audio Input Jack, Message Center, Sync and 4" Display	\$739		
OEM My Ford Touch, Navigation with 6" Display, HD and Sirius, Sync2	\$1966		
Byk Rak	\$1090		
GRAND TOTAL			\$65,906

FLOOR PLANS