

NORTH PENN SCHOOL DISTRICT

Lansdale, PA 19446

Transportation GPS Tracking and Parent Application

Bid Summary

The North Penn School District is hereby soliciting bids to submit bids for: Transportation GPS Tracking and Parent Application

All bids shall be submitted on the enclosed district forms. The sealed bid proposal package should also include:

- A Bid Bond or Certified/Cashier's Check for 10% of the total bid price.
- Completed and notarized Non-Collusion Affidavit.
- Completed and notarized Vendor's Qualification Statement.
- 3 Signed copies (1 original and 2 photocopy)

The North Penn School District is exempt from Pennsylvania state sales tax.

GPS service and the parent application will be for a term of five (5) years, July 1, 2021 through June 30, 2026. Installation of the GPS and implementation of the parent application must occur by Monday, August 30, 2021.

Sealed bids will be accepted for "Transportation GPS Tracking and Parent Application" until **June 1, 2021 at 11:00 a.m.** Sealed bids should be clearly labeled "Transportation GPS Tracking and Parent Application" and delivered to **Kristin Johnson at the Educational Service Center, 401 E. Hancock St., Lansdale, PA.** The bids will be publicly opened via Zoom meeting at **11:30 a.m.** the same day. Directions to the Zoom meeting will be posted 30 minutes prior to the opening at www.npenn.org/bidspec.

A PREBID MEETING WILL OCCUR VIRTUALLY ON TUESDAY, MAY 25TH 10:00 AM. LOGIN INSTRUCTIONS WILL BE POSTED TO WWW.NPENN.ORG/BIDSPEC 30 MINUTES PRIOR TO THE MEETING START TIME.

Questions regarding this bid should be directed to:

Kristin Johnson
Assistant Director of Business Administration
401 E. Hancock St.
Lansdale, PA 19446
johnsok@npenn.org
215-853-1015

North Penn School District
Lansdale, Pennsylvania 19446

General Conditions for Bid

1. The North Penn School District Board of School Directors invites bidders to submit sealed bids for the furnishing and delivery of **Transportation GPS Tracking and Parent Application**.
2. **Bids will be accepted until 11:00 AM on Tuesday, June 1, 2021.** The bids will be **opened at 11:30 AM on June 1, 2021 via Zoom.** Please see NPSD website, www.npenn.org/bidspec, for Zoom meeting details one hour prior to the bid opening
3. The bid should be submitted in a sealed envelope and clearly marked on the outside, **“Transportation GPS Tracking and Parent Application.”**
4. Bids shall be submitted on the enclosed Bid Proposal Form. Bids must be typewritten or written with ink and signed by the individual, partners, or corporate officer.
5. The successful bidder shall bid in strict accordance with the specifications as set forth.
6. **A BID BOND OR CERTIFIED/CASHIER’S CHECK IN FAVOR OF THE NORTH PENN SCHOOL DISTRICT IN THE AMOUNT OF 10% OF THE TOTAL BID IS REQUIRED FROM EACH BIDDER AND MUST BE ENCLOSED WITH THE BID. THE BOND MUST BE ISSUED BY AN INSURANCE COMPANY.**

Only the bid bonds or certified checks of the successful bidders will be held until all terms of the contract are completed. The bid bonds or certified checks of the unsuccessful bidders will be returned at the time of the awarding of the contract.
7. Installation of GPS and the implementation of the parent application must be fully completed by end of day **Friday, August 20, 2021**.
8. The North Penn School District reserves the right to reject or accept any or all bids or any portion thereof and to waive any informalities permitted by law. Bids must remain firm for a period of sixty (60) days from the date of bid opening.
9. When a catalog reference follows the description of an item, such catalog reference is intended as a means of more fully describing the item in the shortest possible space and is to be regarded only as a part of the description of the item, and is not intended to limit competition.
10. Bid items must be the model number specified in the bid proposal. No substitutions will be accepted.
11. Bidder shall insert the price per stated unit and the total cost extension against each item in the schedule hereto annexed, which the bidder has proposed to furnish and deliver. The unit price inserted must be net and must include all delivery charges – No Exceptions. In the event of a discrepancy between the unit prices and the total cost extension, the unit price will govern. The total bid is to be the sum of the quantity times the unit price for each item.
12. Bids may be awarded on an item-by-item basis.

No additional charge will be allowed for cases, boxes, carboys, bottles, etc., nor for freight expenses, expressage, or cartage. No empty packages, cases, boxes, carboys, bottles, etc., will be returned to the bidder or contractor and none will be paid for the School District. Such empty cases, boxes, etc., may be removed by the bidder or contractor at his own expense.
13. A purchase order issued by the School District covering any or all items included in this bid shall constitute a contract binding upon the bidder and the School District.
14. No charge will be allowed for federal, state, or municipal sales or excise taxes, for which the school district is exempt by law. The bid price shall be net and shall not include the amount of any such tax. Exemption certificates, if required, will be furnished on forms provided by the bidder.

15. The bidder agrees, if awarded an order, to furnish and deliver the said articles at such time, to such place, and in such quantities as specified, and that all of the articles shall be subject to the inspection and approval of the School District. All items must be shipped in original packaging. Acceptance of delivery of materials or equipment to the site shall not constitute final acceptance by the School District. In the event that any articles are rejected as damaged, or not in conformance with these specifications, such articles shall be removed immediately and other articles of proper quality as set forth in these specifications shall be furnished in place thereof, all at the expense of the successful bidder.
16. In the event that the successful bidder should neglect or refuse to furnish or deliver any articles or any part thereof, or to replace any articles which are rejected as stated in the preceding paragraph, then the School District is authorized and empowered to purchase articles in conformity with this order from such party or parties, and in such manner as it shall select, at the expense of the successful bidder, or to cancel the contract reserving to itself, nevertheless, all rights for damages which may be incurred by the School District.
17. Items shipped **DIRECT FROM THE FACTORY** must show North Penn School District purchase order numbers on the cartons.
18. **Invoicing:** Invoices must be completely itemized and cover each shipment. They should show North Penn School District item numbers, the same as packing slips. No photocopy of a Bid or Purchase Order will be accepted in lieu of an itemized invoice.
19. **DISCRIMINATION PROHIBITED:** According to Section 755, Public School Code of Pennsylvania, 1949 as amended, the contractor agrees:
 - 19.1 That in the hiring of employees for the performance of work under this contract, or any sub-contract hereunder, no contractor, sub-contractor, nor any person acting on behalf of such contractor or sub-contractor, shall, by reason of race, creed or color, discriminate against any citizen who is qualified and available to perform the work to which the employment relates;
 - 19.2 That no contractor, sub-contractor, nor any person on his behalf, shall in any manner discriminate against or intimidate any employee hired for the performance of work under this contract on the account of race, creed or color;
 - 19.3 That there may be deducted from the amount payable to the contractor under this contract, a penalty of five dollars (\$5) for each person for each calendar day during which such person was discriminated against or intimidated, in violation of the provisions of this contract; and,
 - 19.4 That this contract may be canceled or terminated by the School District, and all money due or to become due hereunder may be forfeited, for a second or any subsequent violation of the terms and conditions of the contract.
20. **HUMAN RELATIONS ACT:** The provisions of the Pennsylvania Human Relations Act, Act 222 of October 27, 1955 (P.L. 744) (43 P.S. Section 951 et. seq.) of the Commonwealth of Pennsylvania prohibit discrimination because of race, color, religious creed, ancestry, age, sex, national origin, handicap or disability, by employers, employment agencies, labor organizations, contractors and others. The contractor shall agree to comply with the provisions of this Act as amended that are made part of this specification. Your attention is directed to the language of the Commonwealth's non-discrimination clause in 16 PA Code 349.101.
21. **COMPETENT WORKERS:** According to Section 752 of the Public School Code of 1949, no person shall be employed to do work under such contract except competent and first class workmen and mechanics. No workmen shall be regarded as competent and first class, within the meaning of this Act, except those who are duly skilled in their respective branches of labor, and who shall be paid not less than such hours by employers of organized labor in doing of similar work in the district where the work is being done.

22. **INSURANCE:** The successful bidder must maintain in full effect the following minimum insurance coverage:
- 22.1 General Liability Insurance – General liability insurance coverages shall be provided by commercial general liability policy on an occurrence basis. The policy date or retroactive date shall predate the contract. The termination date of the policy or applicable extended reporting period shall be no earlier than the termination date of the contract or later if otherwise specified in this request for bid. Such shall be endorsed with a save harmless clause in favor of the North Penn School District, its officers, members, and employees
 - Bodily Injury: \$1,000,000 per occurrence/\$2,000,000 in aggregate
 - Property Damage: \$1,000,000 per occurrence/\$2,000,000 in aggregate
 - 22.2 Automobile Liability (Including owned, on-owned and hired vehicles).
 - Bodily Injury: \$1,000,000 single combined limit
 - Property Damage: \$1,000,000 single combined limit
 - 22.3 Workers’ Compensation and Employers’ Liability
 - Employers’ Liability: \$500,0000 per occurrence/\$1,000,000 in aggregate
 - Statutory limits for Workers’ Compensation
 - 22.4 If special hazards, such as might result from blasting, represent a possibility, these shall be covered by a rider to the policy or policies in an amount of not less than \$100,000.
 - 22.5 Prior to the beginning of the Service, etc., to be performed, a certificate of insurance shall be furnished to the School District showing the insurance coverage required above. Contractor agrees to provide to District a certificate of insurance evidencing such coverage and designating District as an additional insured as its interest may appear for both the General and Automobile Liability programs, such certificate to be provided by July 1st of each Contract Year, or on renewal of such policies. All insurance policies shall provide that no coverage shall be canceled except by thirty (30) days’ written notice to Contractor and District. Insurer shall maintain a minimum A.M. Best's & Company rating of A or Contractor shall obtain insurance from a company mutually agreed upon between Contractor and District. Upon request, Contractor shall provide District with a certificate of insurance as evidence of having statutory workers' compensation coverage at levels and in forms required by the laws in which Contractor shall operate for this Agreement. The Contractor shall assume full responsibility for loss of life and property, injuries to persons, including all employees of the Contractor or Subcontractors.
23. **STANDARD OF QUALITY:** The various materials and products specified in the specifications by name or description are given to establish a standard of quality and of cost for bid purposes. It is not the intent to limit the acceptance to any one material or product of lesser quality would not be acceptable. Where proprietary names are used, whether or not followed by the words "or as approved equal," they shall be subject to equals only as approved by the architect, engineer and/or School District.
24. **COMPLIANCE WITH POLICY/LAW:** Contractor shall comply with all policies, procedures and regulations of the District as established and amended from time to time as well as all applicable state and federal laws and regulations, including but not limited to the provisions of the Pennsylvania Right to Know Law, 65 P.S. 67.101 et seq., regarding possession of public records by agency contractors. In the event the District receives a request for access to a public record that is in the possession of Contractor, the District shall notify Contractor of the request and Contractor shall provide the District with the requested record in a timely manner so as to enable District compliance with the Pennsylvania Right to Know Law.
25. **DEBARMENT AND SUPENSION:** A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide Revised March 2018 74 exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Bid Title: **Transportation GPS Tracking and Parent Application**

Due Date: **Tuesday, June 1, 2021**

26. **BYRD ANTI-LOBBYING AMENDMENT:** Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award.
27. **CLEAN AIR ACT AND THE FEDERAL WATER POLLUTION CONTROL ACT:** As amended, contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
28. **CLEARANCES:** All provider staff members, who will work with NPSD buildings, must have all of the required Federal and State Criminal and Child Abuse clearances in effect during the duration of this contract. Original documentation of these clearances must be presented to the appropriate personnel who will make appropriate copies for NPSD records. All new or substitute individuals must provide this documentation before working with the students. At the time of this request for proposal, required clearances include:
 - Act 34, Section III of the Public-School Code (Criminal Record Check)
 - Act 151, Chapter 63 of 23 PA Consolidated Statutes (Pennsylvania Child Abuse History)
 - Act 114 (F.B.I. Fingerprinting Clearances)
 - Act 168 (Sexual Misconduct/Abuse Disclosure Release)

Contractor agrees to comply with the provisions of Act 168 of 2014, Employment History Review Law and, to the extent applicable, Act 126 of 2012, Child Abuse Recognition and Reporting Training.
29. **EQUAL EMPLOYMENT OPPORTUNITY:** Except as otherwise provided under 41 CFR Part 60, all Eligible Entity purchases or contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 shall be deemed to include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR Part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause provided under 41 CFR 60-1.4(b) is hereby incorporated by reference. The Awarded Vendor agrees that such provision applies to any Eligible Entity purchase or contract that meets the definition of “federally assisted construction contract” in 41 CFR Part 60- 1.3 and the Awarded Vendor agrees that it shall comply with such provision.
30. **ADDENDUMS:** If the need arises for an addendum to the bid specifications the district will post the clarification to www.npenn.org/bidspec no later than May 26, 2021. It is the responsibility of bidders to ensure all addendums have been reviewed prior to submission of the bid.

North Penn School District
Lansdale, Pennsylvania 19446

Non-Collusion Affidavit

Instructions:

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Antibid-Rigging Act, 73 P.S. 1611 et sec., governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
2. This Non-Collusion Affidavit must be executed by the member, officer or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition, and the making of false SWORN statement in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the associated approval or submission of the bid.
4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term "Complementary Bid" as used in the Affidavit has the meaning commonly associated with that term in the bidding process, and includes the knowing submission of bids higher than the bid of another firm, any intentionally high or non-competitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions may result in disqualification of the bid.

Non-Collusion Affidavit

For Bid for Transportation GPS Tracking and Parent Application

State of _____ County of _____

I state that I am _____ of _____
(Title) (Name of my Firm)

and that I am authorized to make this affidavit on behalf of my firm, and its Owners, Directors, and Officers.
I am the person responsible in my firm for price(s) and the amount of this bid.

I state that:

1. The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.
2. Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.
3. No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or non-competitive bid or other form of competitive bid.
4. The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other non-competitive bid.
5. _____, its affiliates, subsidiaries, officers, directors, and employees are not currently
(name of my firm)
under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal Law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that _____ understands and acknowledges that the above representations are material
(name of my firm)
and important, and will be relied on by North Penn School District in awarding the contract for which this bid is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the North Penn School District of the true facts relating to the submission of bids for this contract.

(Name)

and

(Company Position)

SWORN TO AND SUBSCRIBED

BEFORE ME THIS _____ DAY

OF _____, 20____.

Notary Public

My Commission Expires

North Penn School District
Lansdale, PA 19446

Vendor's/Contractor's Qualification Statement

The Undersigned certified under oath the truth and correctness of all statements and of all answers to questions made hereinafter.

Submitted by: _____	Corporation	_____
Name: _____	Partnership	_____
Address: _____	Individual	_____
Principal Office: _____	Joint Venture	_____
Phone: _____	Other	_____

1. How many years has your organization been in business as a vendor/contractor?

2. How many years has your organization been in business under its present business name?

3. If a corporation, answer the following:
 - a. Date of Incorporation: _____
 - b. State of Incorporation: _____
 - c. President's name: _____
 - d. Vice President's name(s): _____
 - e. Secretary's or Clerk's name: _____
 - f. Treasurer's name: _____
 - g. List names and address of all parties holding greater than 10% interest in the corporation.

4. Trade References:

5. Bank References:

6. Name of bonding company and name and address of agent:

7. Dated at

this _____ day of _____, 20_____.

Name of Organization: _____

By: _____

Title: _____

8. _____ being duly sworn deposes and says that he/she is the
_____ of Vendor/Contractor and that answers to the foregoing questions
and all statements therein contained are true and correct.

Subscribed and sworn before me this _____ day of _____, 20_____.

Notary Public:

My commission Expires:

Vendor's Contractor's Qualification State Abbrev.

North Penn School District
Lansdale, PA 19446

Bid Proposal Form

Transportation GPS Tracking and Parent Application

We, the undersigned, have reviewed the specifications herein for the supply of the above listed item(s). We propose to furnish and deliver all materials and accessories to complete the work, in accordance with the attached Bid Specifications and General Conditions. We understand that the North Penn School District reserves the right to reject any and all bids and to make awards on the basis of quality as well as price.

Company Name

Date

Address

Authorized Signature

Printed Name

Title

Telephone #

Fax #

Email Address

North Penn School District
Lansdale, PA 19446

Bid Proposal Form

	OPTION A	OPTION B	
	Monthly Per Vehicle Cost	Monthly Per Vehicle GPS Service Cost	Parent Application Cost*
2021-2022			
2022-2023			
2023-2024			
2024-2025			
2025-2026			

VENDOR MAY BID OPTION A ONLY, OPTION B ONLY, OR BOTH.

OPTION A - Should include costs for installation, GPS hardware, maintenance, GPS service, and parent application combined.

OPTION B – Should include cost of installation, GPS hardware, maintenance, and GPS service as one cost and Parent Application as one cost. **MUST PROVIDE PRICING FOR BOTH.**

*** Please notate if parent cost is total cost, per student costs, or other measurement.**

ANTIPCATED BID AWARD WILL BE JUNE 17, 2021

BACKGROUND AND OBJECTIVES

With a student population of 12,561, North Penn School District (NPSD) is located in the north central section of Montgomery County, Pennsylvania, and a small portion of south central Bucks County, Pennsylvania, and is comprised of the municipal subdivisions of the Boroughs of Hatfield, Lansdale and North Wales and the Townships of Hatfield, Montgomery, Towamencin and Upper Gwynedd, all located in Montgomery County and a small portion of the Townships of Hilltown and New Britain located in adjacent Bucks County. Geographically, the 42.6 square mile area lies approximately 18 miles north of center-city Philadelphia, 20 miles south of Allentown, 10 miles west of Doylestown and 10 miles northeast of King of Prussia, Pennsylvania. In addition to the incorporated communities, there are several well-known unincorporated communities located within the School District including: West Point in Upper Gwynedd Township, Kulpsville in Towamencin Township, Montgomeryville in Montgomery Township and Line Lexington in New Britain Township.

NPSD is seeking bids from providers qualified and experienced in providing School Vehicle GPS and Parent Application Location Services. The vendors will provide GPS hardware, installation, monthly data plan and a parent application for the purposes of locating school vehicles. NPSD has 175 vehicles in the district fleet and contract fleet which will require GPS and Parent Application Location services. The district could add or remove vehicles as needed throughout the term of the agreement.

SCOPE OF SERVICES

Customer Implementation and Support

1. Must provide end-to-end process for hardware installation, software configuration, software installation, training, project management and support after the sale.

Pricing

1. Provide the following:
 - a. Monthly per vehicle pricing that includes hardware, software, installation, training, project management, warranty, cellular data services, hosting and support.
 - b. Term of the agreement

Product Requirements

General Requirements

1. Configurable roles and access rights
2. Unlimited training
3. Unlimited user licenses
4. Support phone number
5. Hardware option that can plug into the OBDII port on cars, vans, and light duty trucks.
6. Hardware option that can be hardwired and connect to up to seven sensors on buses

Core GPS Tracking

1. Live and Historical Tracking, Mapping and Reporting
2. Location updates at 30 second intervals and each time the vehicle makes a left or right turn
3. Event Reporting in Real-Time
4. Configurable user reports
5. Odometer Reading
6. Ignition On/Off
7. Stop Arm Open/Close
8. Ambers On/Off
9. Exit Door Open/Close
10. Driver Behavior - Harsh Acceleration, Braking or Turning
11. Real-time Alerts via SMS Text Messages, Email or Computer Pop-up Message with link to Map
12. Location
13. Find Nearby Vehicle to Bus, Address or Schools
14. Excessive Speed and Engine Idle Time Alerts and Reporting
15. Maps with Satellite Imagery Overlays
16. Mobile and web-based application for tracking and mapping
17. Reporting Suite – Scheduled and drill down options
18. Must be compatible with TransFinder Route Finder Pro or Plus
19. Must provide hardware and software warranty
20. Must provide installation warranty
21. Must provide spare hardware, in the event of malfunction, at no additional cost
22. Wireless data plan included
23. Unlimited geofence creation and reporting
24. Configurable Sub fleet
25. Ability to change bus assignments

Key Capabilities of GPS Parent Application:

1. View Real-time location of Child's school bus on website via computer or tablet and Smartphone application (IOS and Android versions required).
2. Web page with live status
3. The application will display:
 - a. Bus location
 - b. Bus movement direction
 - c. The student's stop
4. Mobile application with alerting capability when bus enters stop area
5. Custom Messaging to a bus, school or fleet
6. Must be compatible with Zonar, which is the GPS system used by North Penn's third-party bus contractor.