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 **BID SPECIFICATION SHEET FOR FB17-006**

 **Service Day Charter Bus Bid**

 **Saturday, August 27, 2016**

20 buses that hold approx. 50 - 55 students each (total of 1,000 students)

Buses will need to be at Missouri Western State University’s Baker Family Fitness Center parking lot NO LATER than 9:30 am on August 27, 2016 and will be used until 6:00 pm that evening. (Total time 9:30am – 6:00pm)

Buses will make drop offs primarily in the St. Joseph downtown area. Final Destinations will be faxed by 4:30pm on Friday, August 12th, 2016.

Cost of drivers to be included in bid price $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vendor Authorized Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Requirements are as follows:

 50 - 55 passenger buses

 Driver must have a strong safety performance

 Insurance must be provided in an aggregate amount of at least $5 million for any one

 accident or individual loss

 **Proof of insurance MUST accompany your bid as well as vendor’s W-9**

Any questions regarding this bid must be referred directly to the Kelly Sloan, Purchasing Manager, purchase@missouriwestern.edu in the Purchasing Department 816-271-4465.