



Request for Quotes

Transit Van

RFQ #1-25

Issue Date November 7, 2025

OCCK Transportation

340 N. Santa Fe Avenue

Salina, Kansas 67401

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1.0 Introduction

This document is a Request for Quote (RFQ). OCCK is seeking competitive quotes based on clearly defined specifications and requirements, with the primary objective of obtaining the lowest responsive and responsible quote. The OCCK will award a contract to the vendor whose quote meets all mandatory specifications and offers the lowest price, provided the vendor is determined to be responsible and capable of performing the required services or providing the specified products. This process ensures fairness, transparency and fiscal responsibility in the procurement of goods and services, the evaluation of bids will focus solely on compliance with the stated technical specifications, qualifications and pricing. Vendors are expected to thoroughly review all instructions, terms and conditions contained within this document. Submission of a quote signifies full understanding and agreement with these requirements. The resulting contract will be subject to public disclosure, in accordance with applicable laws governing public records. Any proprietary or confidential information included in the quote must be clearly identified, though the OCCK makes no guarantee that such information will be exempt from public disclosure following the award.

OCCK Transportation (OCCK) is requesting quotes from qualified firms to provide a passenger Transit van of standard manufacture. This is a one-time vehicle purchase; OCCK will sign a quote by the selected vendor for the vehicle upon contract award.

2.0 Background

OCCK is seeking a Transit Van to expand the Microtransit service requests within the City of Salina.

OCCK operates CityGo, serving Salina with 5 fixed routes and 2 regional routes connecting North Central Kansas. OCCK also operates a large Regional OnDemand/Paratransit service throughout North Central Kansas, we are looking to enhance and expand this service with a vehicle dedicated to the Microtransit program. All services are expected to increase ridership and expand services within the next 5 years.

3.0 Project Objectives

Specifications

Basics

- Full Size Transit Van, such as a Ford Transit Passenger Van
- Model Year 2024, 2025 or 2026, must be new

Technical

- 3.5L V6 engine or larger
- All-wheel drivetrain
- Automatic transmission
- Unleaded regular fuel
- Three sets of keys

Body Exterior Features

- Exterior vehicle color white
- LED lights
- Running Boards
- Fog lights
- Mudflaps
- Highroof
- Steel Wheels
- Rear view camera and back up alarm
- 37 in wide lift, power operated (ADA customization following vehicle procurement)

Interior

- Rubberized all weather mat flooring
- Power operated door locks
- Power operated and lightly tinted windows
- Factory standard HVAC system
- Cruise control
- Vinyl Seats
- Audio system with touch screen, AM/FM Stereo
- Power outlet, instrument panel, 12 volt
- Minimum of 6 passenger seats, moveable preferred
- Qstraint wheelchair securement system, Qstraint One preferred

Warranty

- 36 months/36,000 miles Bumper/Bumper Warranty
- 60 months / 60,000 miles Powertrain Warranty
- 60 months / 60,000 miles Roadside Assistance

Delivery

Prior to delivery, the vehicle shall be inspected and serviced by the dealer and/or the manufacturer. A pre-delivery checklist must be completed and signed by a qualified/authorized representative of the organization performing the inspection service. The checklist must be delivered with the vehicle, along with warranty statements.

Quote Content and Format

Your quote must be submitted in the following format:

1. The completed Cover Sheet
2. Warranty information, including manufacturer's and extended
3. The completed price quotes and fully executed certifications
4. A full list of specifications for the vehicles proposed in an itemized quote

Quotes will be evaluated based on the following criteria, in order of importance

1. Specifications of vehicle
2. Price

The coversheet, price quote form and certifications on pg 8-9 are part of your quote and must be completed by all vendors. Quotes that do not include the coversheet, price quote and fully executed certifications may be disqualified.

General

No advantage shall be taken by the contractor or any subcontractor in fulfilling the terms of this project due to omission of specifications by OCCK.

All proposals shall be subject to all applicable state and federal laws. The award to be let under this solicitation is subject to financial assistance contracts between OCCK, the Federal Transit Administration, and the State of Kansas.

vendors may ask questions until November 11th, 2025. Answers will be sent to all known vendors and posted to our website by November 14th. Any addendums to the RFQ will also be sent to all known vendors and posted to our website.

To be considered, your quote must be received in the OCCK office by 11:00 am on November 19th, 2025. OCCK plans to award the contract within four weeks.

Marking and Mailing Quotes: Each individual quote must be submitted separately. Proposal documents shall be clearly marked with the IFQ number and shall be mailed or delivered to:

OCCK Inc. Transportation
ATTN: Trell Grinter, Director of Transportation
340 N Santa Fe
Salina, Kansas 67401
Fax: 785-822-0989

Quotes and Questions: can be submitted to the above. Hand-delivered quotes can be dropped off at the address. OCCK shall not be responsible for the premature opening of a quote or for the rejection of a quote that we did not receive prior to the closing date because it was not properly identified on the outside of the envelope or container.

Modification of Quotes: a vendor may modify a quote by letter at any time prior to the deadline for receipt of mail in quotes, provided a written confirmation of the modification, signed by the vendor, and was mailed to OCCK at the address above prior to the deadline as evidenced by the postmark on the envelope or container. Modification of quotes will also be allowed if delivered in person on opening date prior to 11:00am

Restrictive Specifications: It shall be the vendor's responsibility to advise OCCK if any specifications, language, other requirements, or any combinations thereof, restricts or limits competitive proposal. Such notification must be submitted in writing and must be received by OCCK no later than five (5) days prior

to the quote closing. Each quote shall include descriptive literature and specification on the product quote.

The anticipated schedule for selection of a proposer is as follows:

Request for Quote Released	November 7th, 2025
Advertisement	November 7th to December 5th, 2025
Deadline for Questions Regarding the RFQ	November 14th, 2025
Response to Questions	November 19th, 2025
Quote Due	November 21st, 2025 by 11:00am
Contract Award	On or before December 12th, 2025

4.0 Standard Provisions for Transit Procurement Activities

1. Omissions: The vendor will be responsible for listing any omissions in the specifications that might render the equipment unsafe or inoperable. These omissions and costs should be listed on the quote form.

2. Ordering: OCCK will place orders with the successful vendor within the purchase period.

3. Default of Vendor: The Vendor's quote may be canceled by OCCK in the event of any failure by the vendor to comply with any provisions or specifications set forth in the request. The vendor under these provisions will not be held responsible for non-performance by reason of any act of God, State or Federal Law, Order of Regulation, or any other cause beyond the reasonable control of the vendor.

4. Terms of Payment: OCCK will place its order with the vendor. The vendor will submit the invoice to the OCCK. OCCK will be responsible for paying the vendor the full cost of the project. Payment shall be made within 45 days after receipt of the acceptable project.

5. Exceptions: If the product is unable to meet the quote specifications, list any and all exception(s) and the specific reason(s) for each exception (why it will not meet the specification) in the proposal response. All quote exceptions shall be evaluated in accordance with the appropriate evaluation criteria and procedures, but may result in the vendor receiving a less favorable evaluation than without the exception

6. No Government Obligation to Third Parties:

- The Purchaser and Vendor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to the Purchaser, Vendor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

- The Vendor agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by the Federal Transit Administration (FTA). It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

7. Program Fraud Civil Remedies Act: Vendor acknowledges that the requirements of the Program Fraud Civil Remedies Act of 1986, as amended (31 U.S.C. 3801 et seq) and U.S. DOT regulations implementing the same (49 C.F.R. Part 31) apply to this contract. Accordingly, Vendor hereby certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, or it may make pertaining to the contract and the vehicle purchase it covers. In addition to other penalties that may be applicable, Vendor also acknowledges that if it makes a false, fictitious or fraudulent claim, statement, submission or certification, the Federal Government in coordination with the Purchaser and Kansas Department of Transportation reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986, as amended, on vendor to the extent the Federal Government deems appropriate.

8. Access to Records and Reports:

- Where the Purchaser is not a State but a local government and is the FTA Recipient or a subgrantee of the FTA Recipient in accordance with 49 C. F. R. 18.36(i), the Vendor agrees to provide the Purchaser, the FTA Administrator, the Comptroller General of the United States or any of their authorized representatives access to any books, documents, papers and records of the Vendor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions. Vendor also agrees, pursuant to 49 C. F. R. 633.17 to provide the FTA Administrator or his authorized representatives access to Vendor's records and construction sites pertaining to a major capital project, defined at 49 U.S.C. 5302(a)1, which is receiving federal financial assistance through the programs administered by FTA.
- Where the Purchaser is a State and is the FTA Recipient or a subgrantee of the FTA Recipient in accordance with 49 C.F.R. 633.17, Vendor agrees to provide the Purchaser, the FTA Administrator or his authorized representatives, access to the Vendor's records and construction sites pertaining to a major capital project, defined at 49 U.S.C. 5302(a)1, which is receiving federal financial assistance through the programs administered by FTA. By definition, a major capital project excludes contracts of less than the simplified acquisition threshold currently set at \$100,000.
- Where the Purchaser enters into a negotiated contract for other than a small purchase or under the simplified acquisition threshold and is an institution of higher education, a hospital or other non-profit organization and is the FTA Recipient or a subgrantee of the FTA Recipient in accordance with 49 C.F.R. 19.48, Vendor agrees to provide the Purchaser, FTA Administrator, the Comptroller General of the United States or any of their duly authorized representatives with access to any books, documents, papers and record of the Vendor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions.
- Where any Purchaser which is the FTA Recipient or a subgrantee of the FTA Recipient in accordance with 49 U.S.C. 5325(a) enters into a contract for a capital project or improvement (defined at 49 U.S.C. 5302(a)1) through other than competitive bidding, the Vendor shall make available records related to the contract to the Purchaser, the Secretary of Transportation and

the Comptroller General or any authorized officer or employee of any of them for the purposes of conducting an audit and inspection.

- The Vendor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
- The Vendor agrees to maintain all books, records, accounts and reports required under this contract for a period of not less than three years after the date of termination or expiration of this contract, except in the event of litigation or settlement of claims arising from the performance of this contract, in which case Vendor agrees to maintain the same until the Purchaser, the FTA Administrator, the Comptroller General, or any of their duly authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto. Reference 49 CFR 18.39(i)(11).

9. Federal Changes: Vendor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between KDOT and FTA, which is located on the FTA website at www.fta.dot.gov, as they may be amended or promulgated from time to time during the term of this contract. Vendor's failure to comply shall constitute a material breach of this contract.

10. Civil Rights:

- Nondiscrimination – In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the American with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, Vendor agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex, age, or disability. In addition, the Vendor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.
- Equal Employment Opportunity – The following equal employment opportunity requirements apply to the underlying contract:
 - Race, Color, Religion, National Origin, Sex – In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the Vendor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal
 - Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Vendor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff, or termination, rates of pay or other

forms of compensation; and selection for training, including apprenticeship. In addition, the Vendor agrees to comply with any implementing requirements FTA may issue.

- Age – In accordance with section 4 of Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § § 623 and Federal transit law at 49 U.S.C. § 5332, the Vendor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Vendor agrees to comply with any implementing requirements FTA may issue.
- Disabilities – In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Vendor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, “Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act,” 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Vendor agrees to comply with any implementing requirements FTA may issue.

11. Termination:

- Termination for Convenience (General Provision) OCCK, in cooperation with KDOT, may terminate this contract, in whole or in part, at any time by written notice to the Vendor when it is in the Government’s best interest and without cause. The Vendor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Vendor shall promptly submit its claim to the OCCK to be paid the Vendor. If the Vendor has any property in its possession belonging to OCCK, the Vendor will account for the same, and dispose of it in the manner OCCK, in cooperation with KDOT, directs.
- Termination for Default [Breach or Cause] (General Provision) If the Vendor does not deliver supplies in accordance with the contract delivery schedule, or, if the contract is for services, the Vendor fails to perform in the manner called for in this contract, or if the Vendor fails to comply with any other provisions of this contract, OCCK, in cooperation with KDOT, may terminate this contract for default. Termination shall be effected by serving a notice of termination on the Vendor setting forth the manner in which the Vendor is in default. The Vendor will only be paid the contract price for supplies and equipment delivered and accepted, or services performed in accordance with the manner of performance set forth in this contract. If it is later determined by the OCCK, in cooperation with KDOT, that the Vendor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Vendor, OCCK, in cooperation with KDOT, after setting up a new delivery of performance schedule, may allow the Vendor to continue work, or treat the termination as a termination for convenience.
- Waiver of Remedies for any Breach In the event that OCCK, in cooperation with KDOT, elects to waive its remedies for any breach by Vendor of any covenant, term or condition of this contract, such waiver by OCCK in cooperation with KDOT, shall not limit OCCK’s or KDOT’s remedies for any succeeding breach of that or of any other term, covenant, or condition of this contract.

12. Disadvantaged Business Participation: The vendor must sign the attached DBE Certification. An approved Disadvantaged Business Plan must have been submitted to the Federal Transit Administration (FTA) by the vendor for a vendor to be eligible to submit a quote on this contract.

- Use of DBE Owned Financial Institutions (49 CFR 26.27) : KDOT encourages prime contractors to use the services of institutions owned and controlled by socially and economically disadvantaged persons. This requirement is part of each federal aid contract in Special Provision 7-18-80-latest revision, which is available on the KDOT website. Further information may be obtained from the DBE liaison officer at 785-296-7940.

13. Incorporation of Federal Transit Administration FTA Terms: Incorporation of Federal Transit Administration (FTA) Terms - The preceding provisions include, in part, certain Standard Terms and Conditions required by US Department of Transportation (USDOT), whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by USDOT, as set forth in FTA Circular 4220.1F, located at <http://www.fta.dot.gov>, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this contract. The Vendor shall not perform any act, fail to perform any act, or refuse to comply with any KCTDC, in cooperation with KDOT, requests that would cause KDOT as the FTA Direct Recipient to be in violation of the FTA terms and conditions.

14. Breaches and Dispute Resolution:

- Disputes arising in the performance of this contract which are not resolved by agreement of the parties shall be decided in writing by the authorized representative of OCCK. This decision shall be final and conclusive unless within [ten (10)] days from the date of receipt of its copy, the Vendor mails or otherwise furnishes a written appeal to Trell Grinter at OCCK. In connection with any such appeal, the Vendor shall be afforded an opportunity to be heard and to offer evidence in support of its position. The decision of OCCK shall be binding upon the Vendor and the Vendor shall abide by the decision.
- Performance During Dispute - Unless otherwise directed by OCCK, in cooperation with KDOT, the Vendor shall continue performance under this contract while matters in dispute are being resolved.
- Claims for Damages - Should either party to this contract suffer injury or damage to person or property because of any act or omission of the party or of any of its employees, agents or others for whose acts it is legally liable, a claim for damages therefor shall be made in writing to such other party within a reasonable time after the first observance of such injury or damage.
- Remedies - Unless this contract provides otherwise, all claims, counterclaims, disputes and other matters in question between OCCK, in cooperation with KDOT, and the Vendor arising out of or relating to this contract or its breach will be decided by arbitration if the parties mutually agree, or in a court of competent jurisdiction within the State of Kansas.
- Rights and Remedies - The duties and obligations imposed by this contract and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. No action or failure to act by OCCK, in cooperation with KDOT, or Vendor shall constitute a waiver of any right or duty afforded any of them under this contract, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

15. Energy Conservation Requirements: The Vendor agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

16. Preference for Recycled Products: To the extent practicable and economically feasible, the Vendor agrees to provide a competitive preference for products and services that conserve the natural resources and protect the environment and are energy efficient.

Disadvantaged Business Enterprises (DBE) Certification

This contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs. KDOT's Statewide DBE Goal for Transit Projects for 2025, as approved by FTA, is XX%. There is no contract goal for this procurement.

The contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted contract. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as OCCK deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).

The contractor is required to pay its subcontractors performing work related to this contract for satisfactory performance of that work no later than 30 days after the contractor's receipt of payment for that work from OCCK.

The contractor may not hold retainage from its subcontractors.

The contractor must promptly notify OCCK, whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. The contractor may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of OCCK.

Signature: _____

Name and Title: _____

Company Name: _____

Date: _____

Price Quote

Vehicle Information

Year _____

Make _____

Model _____

Mileage _____

Total Price of Vehicle

OCCK is tax exempt – do not include sales tax in your price quote.

Invoice Price (includes all charges, delivery, fees)

\$ _____

Warranty Information

Basic _____ months _____ miles

Powertrain _____ months _____ miles

Other (list type and term)

_____ months _____ miles

_____ months _____ miles

I agree that this bid complies with all provisions and certifications listed in the RFB.

Name (Print) : _____

Date: _____

Signature: _____

Statement of vendor's/Proposer's Qualifications

All questions must be answered and the data given must be clear and comprehensive. This statement must be notarized. Should this page not be part of the quote/proposal packet, your quote will be classified as not in compliance and may be disqualified. The questions may be answered on separate attached sheets. vendor/Proposer may submit additional information they desire.

1. Name of vendor/Proposer _____
2. Permanent Main Office Address _____
3. Office Phone _____ Cell Phone _____
4. Fax Number _____ Email _____
5. When Organized _____
6. If a Corporation, where Incorporated _____
7. How many years have you been engaged in business under your present firm or trade name?

8. List previous business names, if any _____
9. Have you ever failed to complete any work awarded to you? _____
10. Have you ever defaulted a Contract Agreement? _____
11. If you answered yes to 9 or 10 above please attach explanation
12. Attach background and experience of the principal members of your organization, including the officers.
13. DUNS # _____ Provide D&B report or other statement of credit.

vendor/Proposer may submit any additional information they desire.

Dated this _____ day of _____, 20__

By duly sworn deposes and says that they are _____(Title) and that the answers to the foregoing questions and all statements therein contained are true and correct.

By: _____

Name of Corporation or Firm: _____

Authorized Signature: _____

State of _____

County of _____

Subscribed and sworn to before me this _____ day of _____, 20__

Notary Public _____

Notary Number _____

My Commission Expires _____



Authorization for Information

The undersigned hereby authorized and requests any person, firm or corporation to furnish any information requested by OCCK in verification of the recitals comprising this Statement of Proposer's Qualifications, that I, being duly sworn deposes and says that the answers to the foregoing questions and all statements contained are true and correct.

Dated this _____ day of _____, 20__

By duly sworn deposes and says that they are _____ (Title) and that the answers to the foregoing questions and all statements therein contained are true and correct.

By: _____

Name of Corporation or Firm: _____

Authorized Signature: _____

State of _____

County of _____

Subscribed and sworn to before me this _____ day of _____, 20__

Notary Public _____

Notary Number _____

My Commission Expires _____

