

Date: Friday, September 20, 2024
From: Jennifer Severson, Grants & Compliance Manager
Subject: Bid Prices for Automotive Trainers


To Whom It May Concern:

The enclosed materials are being submitted to your firm requesting bid prices for equipment items. The bid proposal form and bid documents are also available for download at the following website address: <http://www.lakeareatech.edu/bids>. This is a request for prices only and is not an order for shipment.

The bid opening is scheduled on Wednesday, October 2, 2024, at 3 p.m. in Conference Room 420 in the Lake Area Tech Student Center and is open to the public. Please submit the bid proposal form and supporting documentation in a sealed envelope with the bidder name and address and the words "**Automotive Trainers Bid**" clearly identified on the envelope prior to the bid opening date and time to:

Jennifer Severson, Grants & Compliance Manager
Lake Area Technical College
1201 Arrow Avenue
PO Box 730
Watertown, SD 57201

Thank you for your interest.


Jennifer Severson



**WATERTOWN SCHOOL DISTRICT NO. 14-4
1201 ARROW AVENUE, P.O. BOX 730
WATERTOWN, SOUTH DAKOTA 57201**

BID PROPOSAL FORM – Automotive Trainers

As per the General and Detailed Bid Specifications provided by the Watertown School District in reference to the purchase of Automotive Trainers for Lake Area Technical College’s Automotive Technology program, our company offers the following bid, which will remain in effect for a minimum of 45 days from the bid opening date of Wednesday, October 2, 2024, at 3 p.m.

BASE BID(S):

LATC intends to purchase multiple Automotive Trainers and required accessories. Refer to attached General and Detailed Specifications for more details.

Automotive Trainers & Accessories \$ _____

Notes in relation to the above price quote:

SUBMITTED BY:

Company _____

Address _____

City/State/Zip _____

Contact Name _____ Title _____

Phone _____ Email _____

Submission Date _____

GENERAL SPECIFICATIONS

September 20, 2024

1. Sealed bids for furnishing Automotive Trainers will be received by the School Board of Watertown School District No. 14-4 of Codington County, South Dakota, up until 3 p.m. on Wednesday, October 2, 2024, at the Administrative Offices at the Lake Area Technical College, 1201 Arrow Ave., PO Box 730, Watertown, South Dakota. Please contact Jennifer Severson, Grants & Compliance Manager, at (605) 882-5284, ext 253, for any questions you may have regarding the bid documents or process. All bids will be opened and tabulated at said time, referred for study and acted upon by the School Board at its next scheduled meeting.

2. Bidding Form: The School Board requests that bidders use the Bid Proposal Form as prepared by the School District which is entitled "BID PROPOSAL FORM – Automotive Trainers." Bidders will be furnished with an electronic copy of said Bid Proposal Form upon request. The bid proposal form and bid documents are also available for download at the following website address: <http://www.lakeareatech.edu/bids>. Please complete and return one (1) copy to Jennifer Severson, Grants & Compliance Manager, 1201 Arrow Avenue, PO Box 730, Watertown, South Dakota 57201. **Bidder should clearly identify on the envelope the bidder name and address and the words "Automotive Trainers Bid."**

3. Addenda/Revisions: In the event that it becomes necessary to clarify or revise this Bid Memo, Specifications and/or Attachments, such clarification or revision will be by addendum. Any addenda will become part of the bid package and any contract awarded as a result of the bid opening. All addenda will be available at the following website address: <http://www.lakeareatech.edu/bids>. There are no designated dates for release of addenda. Interested bidders should check the bids website on a daily basis from time of bid package posting through bid opening. It is the sole responsibility of the bidder to be knowledgeable of all addenda related to this procurement.

4. Equal Clause: Where names and model numbers of certain manufacturer's items are mentioned in the Specifications or Bid Proposal Form, other names and model numbers of like nature, utility or merit, may be submitted; but the bidder must furnish complete data to show that their items are equal to that specified. The School Board reserves the right to determine whether the items are of equal value to the items as specified and the right to determine and select the items it feels are most suitable to the needs of the District. If bidder is bidding a different item than the specified, the bidder shall indicate the make and model numbers of like nature, utility or merit may be submitted; but the bidder must furnish complete data to show that their items are equal to that specified.

5. Awarding of Contracts: The board reserves the right to contract with the lowest responsible bidder whose unit bid price per item is lowest. Bidders are requested to extend the unit bid price per item to the total price per item for the quantity specified in the space provided on the Bid Proposal Form.

6. Time of Delivery: All items shall be delivered and/or received before January 15, 2025. If additional time is needed, indicate the requested date on the bid proposal form. Winning bid must coordinate equipment delivery or pick up with LATC.

7. Guarantee: The successful bidder shall guarantee said items against defects in materials and workmanship for a minimum period of one year from the date of delivery. All items bid shall be the latest model of manufacture as indicated by serial number. This paragraph not applicable to used equipment.

8. Applicable Taxes: Bid amounts must include all applicable taxes. Typically, the District is exempt from State, County or Municipal sales tax. Exemption Certificates will be furnished by the Lake Area Technical College upon request.

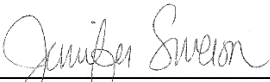
9. State Sales Tax Requirement: Public corporations in South Dakota, such as the Watertown School District, may not purchase goods or services from any retailer who fails or refuses to collect and remit sales tax.

10. The School Board reserves the right to reject any and all bids and to waive informalities.

11. By virtue of statutory authority, preference will be given to contractors, labor, materials, products, and supplies found or produced within the State of South Dakota in a manner provided by law.

Watertown School District No. 14-4
Of Codington County, South Dakota

Lake Area Technical College

By 

Jennifer Severson, Grants & Compliance Manager

DETAILED SPECIFICATIONS

Automotive Trainers
Lake Area Technical College

In addition to the "GENERAL SPECIFICATIONS" provided, the following, more detailed requirements are set forth for supplying the proposed Automotive Trainers for Lake Area Technical College's Automotive Technology program. Please contact Jennifer Severson, Grants & Compliance Manager, at (605) 882-5284, ext 253, for any questions you may have regarding the bid documents or process.

QUANTITY:

Lake Area Technical College intends to purchase multiple Automotive Trainers to satisfy the specifications included in Attachment A.

BASE BID:

The base bid shall include Automotive Trainers with capabilities as outlined in Attachment A.

EQUAL QUALITY AND FUNCTIONALITY CLAUSE:

Bidder must furnish complete data to show that their items are equal to that specified in quality, performance, and functionality. The School Board reserves the right to determine whether the items are of equal quality, performance, and functionality to the items as specified and the right to determine and select the items they feel are most suitable to the needs of the District.

SERVICE AGREEMENT:

All proposals must outline a service agreement which provides timely replacement or repair of defective or damaged items. Bidder must provide service agreement which allows any item to be repaired or replaced within seven days of notification.

Watertown School District No. 14-4
Of Codington County, South Dakota

Lake Area Technical College

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ATTACHMENTS:

- A. Automotive Trainer Specifications

Attachment A: Automotive Trainer Specifications

Preferred Manufacturer: Atech Training
Quantity See Below

Required Components

- Starting System Trainer / Courseware (qty 1)
- Charging System Trainer / Courseware (qty 1)
- Lighting System Trainer / Courseware (qty 1)
- Wiper/Washer Trainer / Courseware (qty 1)
- Power Windows Trainer / Courseware (qty 1)
- Power Door Locks Trainer / Courseware (qty 1)
- Power Seat Trainer / Courseware (qty 1)
- Network Trainer (qty 1)
- ElectroMechanical Trainer (qty 10)
- Electricity Courseboard / Courseware (qty 10)
- Electricity Software (qty 1)
- Electronics Courseboard / Courseware (qty 10)
- Electronics Software (qty 1)

Required Accessories

- SEC-1223 23 Amp Power Supply and Patch Cords (qty 5)
- ATech Dual Blue Gemstar Storage Case (qty 15)
- Classroom Management Program (qty 1)
- Atech Lab System - 16 Port Hub (qty 1)

Trainer Capabilities

Advanced level of instruction by duplicating on-vehicle operating and troubleshooting procedures capable of actual service information test procedures.

Trainer Components

Must include late-model vehicle components

Classroom Management Program

Program must include the ability to easily manage a classroom of training equipment and computer-based instruction software; including, tracking student activities by unique ID number and password, inserting hard and intermittent faults, and real time class monitoring

Courseware

Included with the trainers are Operations Manuals, Instructor Guides, and Student Manuals. One copy of each is provided in printed format. A USB flash drive is also provided and includes digital files of the above plus appropriate service information.

Freight/delivery and installation must be included in bid pricing.