

## GENERAL INFORMATION

The purpose of this program is to allow MSBO member school districts to purchase a quality bus at a competitive price. The program works by issuing an Invitation to Bid to interested dealers. MSBO receives and organizes the proposals and compiles a dealer price list that allows MSBO member school districts to electronically compare pricing on the various buses designed from all participating dealers.

MSBO's sole responsibility in the Bus Purchase program is to solicit proposals from dealers, inform the MSBO member school districts of the bid results, and coordinate the purchase of buses.

The role of the MSBO in the bid review process is limited to compiling a dealer price list. MSBO is not verifying or guaranteeing that the dealers have met the Base Bus Specifications. Dealers, by bidding in this program, have agreed to meet all base bus specifications. MSBO is simply a clearing house for the proposals in order to create an online program that enables MSBO member school districts to compare the various prices and options offered by each dealer. When comparing prices between dealers, please be cognizant of options marked N/A. By bidding N/A to an option, a dealer is stating they cannot provide that option.

**DEALER NEGOTIATED OPTIONS** are defined as options not specifically identified on the MSBO Bus Purchase Program Bus Specification Options List. Districts may, on an individual basis, negotiate such bus specification options directly with a vendor outside of this program. However, we strongly recommend that before doing so, you consult with your district's legal counsel to ensure that your district is complying with all applicable laws, statutes, regulations, and board of education policies.

If it is deemed necessary to purchase dealer negotiated options, these options can be inserted into the Bid Specification Sheet through the program. As part of the program process, users will be asked whether or not there are dealer-negotiated options to be listed, along with the price, when preparing the Bid Specification Sheet to be sent to the selected vendor and to MSBO. These prices will be calculated into the purchase price.

### History of the Program

In 1994, Michigan School Business Officials (MSBO) joined with Michigan Association of Pupil Transportation (MAPT) to initiate a group bus purchasing program to save their members time, money, and concern.

With cooperation from school bus vendors, the MSBO Bus Specifications Committee combined to design a program in which all districts could take advantage of group purchasing, regardless of the size of their order. A district ordering one bus gets the same price as a district ordering 20 buses.

An average of over 200 buses are purchased annually through this program for Michigan school districts.

This program can save you time when ordering new buses.