



BUYERS GUIDE FOR

ADA Transit Vehicles

Version 3.0 dated 7/20/2023

(Before ordering, check OREGONBUYS for the latest version)

DESCRIPTION:

State agencies, and other Authorized Purchasers including (ORCPP) and (MCUA) may use the Price Agreements for the purchase of new ADA transit vehicles, remanufactured ADA transit vehicles and fuel conversion services of ADA transit vehicles.

Pricing: Exhibit A outlines vehicle base price and fuel conversion services cost. Exhibit A is attached in OREGONBUYS attachments exist folder for each Price Agreement.

PROCUREMENT SERVICES CONTRACT ADMINISTRATOR CONTACT INFORMATION:

Melissa Esser, State Procurement Analyst

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AWARDED Price Agreements (PA):

PA 9463 – Schetky NorthWest Sales, Inc.

8430 NE Killingsworth St.
Portland, OR 97220

Contact:

David Schetky
Phone: 503-382-3122
Email: DavidS@schetkynw.com

PA 9464 – New Flyer of America, Inc

6200 Glenn Carlson Dr.
St. Cloud, MN 56301

Contact:

Barry Karlenzig
Phone: 204.590.8394
Email: barry_karlenzig@newflyer.com

PA 9465 – Creative Bus Sales, Inc.

7197 S. Tull Rd
Canby, OR 97013

Contact:

Ken Jarmer
Phone: 425.609.1500 x314
Email: kenj@creativebussales.com

PA 9467 – Complete Coach Works

1863 Service Court
Riverside, CA 92507

Contact:

Amber Lindsey
Phone: (951) 684-9585
Email: amber@completecoach.com

PA 9475 – Northwest Bus Sales, Inc.

33207 Pacific Hwy S,
Federal Way, WA 98003

Contact:

Tyler Todhunter
Phone: (800) 231-7099
Email: tyler@nwbus.com

ORDERING INSTRUCTIONS

1. **Federal Funds:** For purchases above \$10,000, Authorized Purchaser using federal funds or seeks to be reimbursed federally the Authorized purchaser must use the fair opportunity process described in **Exhibit F** of this Price Agreement to establish price as fair and reasonable.
2. **Non-federal Funds:** Authorized Purchaser using other non-federal funds follow the process outlined below:

Authorized Purchasers who are State of Oregon Agencies must follow the selection process outlined below. Authorized Purchasers who are **not** State of Oregon Agencies may select the Contractor of Authorized Purchaser's choice in compliance with applicable statute and rules.

For purchases under \$10,000, Authorized Purchasers who are State Agencies may select the Contractor of its choice in compliance with applicable statute and rule.

For purchases over \$10,000 Authorized Purchasers, who are State Agencies, shall use one of the following selection processes:

- a) **Brand Name Justification** - A documented brand name justification in compliance with applicable statute and rule.
- b) **Best Value Analysis** - Authorized Purchaser may conduct a comparison of the offers based upon the following best value analysis process;

- i. Determine category of need, if more than 3 Contractors offer Goods and Services in category of need, contact at least 3 Contractors and request a quote for the anticipated Goods and Services. If 3 or less Contractors offer Goods and Services in category of need, contact all Contractors that provide Goods and Services in category of need and request a quote for anticipated Goods or Products. Quoted rates must not exceed the most competitive rates and discounts set forth in this Price Agreement. Authorized Purchaser may provide a deadline for quote response to Contractor.
- ii. Determine which Contractor and Authorized Dealer provides the best value for Authorized Purchaser. Some or all of the following factors may be used in the Authorized Purchaser's determination of best value (additional factors not listed may also be used) :
 - Applicable discounts and incremental pricing options;
 - Shipping costs;
 - Manufacture timelines;
 - Delivery process;
 - Maintenance and repair service levels;
 - Applicable warranties;
 - Contractor's past performance record through reference checks;
 - Contractor's service area;
 - Price comparison
 - Life cycle costing including expected life, salvage value and discounted total cost of ownership.
- iii. Negotiate with one or more Contractors to gain the best value for the desired Goods and Services.
- iv. Authorized Purchaser may make award decisions based on price alone, but it is recommended that value, technical and past performance considerations are also taken into account. Authorized Purchasers are advised to share best value analysis evaluation criteria with contractors, but are not required to explain award decisions to those contractors that do not receive an order.
- v. Document its procurement files describing the process, considerations, findings, and decisions used for determining the Contractor and Authorized Dealer selected through the Best Value Analysis.

MANDATORY PURCHASE ORDER LANGUAGE:

This Purchase Order, in addition to any exhibits or addenda attached, is placed against State of Oregon Solicitation # DASPS-2234-19 and Price Agreement (PRICE AGREEMENT #). The terms and conditions contained in the Price Agreement apply to this purchase and take precedence over all other conflicting terms and conditions, express or implied. There are no understandings, agreements or representations, oral or written, not specified herein.

State Agency Purchase Order Limitation: Delegated Authority

Legal Sufficiency for State Agencies: Purchase Orders issued in conformance with their delegated authority and the Price Agreement are exempt from legal sufficiency review and approval pursuant to OAR 137-045-0050(15). Changes or additions to any terms and conditions, including the addition of federal terms and conditions require DOJ review and approval.

Refer to each Price Agreement in OREGONBUYS for attachments with:

Pricing and vehicle updates along with Amendments for changes, if any.