

KANKAKEE SCHOOL DISTRICT #111

INVITATION TO BID

HEAD START MOBILE SCREENING VAN

Bid Opening Date: Friday, August 15, 2025

Bid Opening Time: 11:00 AM

Bid Opening Location:

Kankakee School District # 111 District Office
240 Warren Avenue # 207
Kankakee, IL 60901

INSTRUCTIONS AND GENERAL CONDITIONS

1. Sealed proposals shall be delivered to the District **Business** Office at any time prior to, **but not later than 11:00 a.m. local time on Friday, August 15, 2025.** Each bid must be submitted in a sealed envelope. All bids must be signed by an authorized representative of the firm submitting the bid.
2. The School District cannot assume responsibility for delayed postal deliveries and does not recognize postmarks as representing the fact that a bid has been “received” by the School District before the specified deadline. **Bids received after the time specified in these instructions will not be considered.**
3. Each proposal must be submitted on the bid form provided with these specifications and must be contained in a sealed envelope, which shall be endorsed on the outside thereof with the following information:
 - a. Head Start Mobile Screening Van

b. Bid Opening Date and Time

c. Name and address of bidder

4. Each bid must be accompanied by a signed and notarized Certification Form. The form of the Certification Form is included within the bid documents. No bid shall be considered responsive unless accompanied by a Certification Form.
5. Bids shall be without interlineations or erasures. No oral, telephonic, facsimile, or electronic bids, or revisions to a bid, will be considered. Any change may be made only by substitution of another bid.
6. Any explanation, statement, or alternate that the bidder wishes to make must be placed in the same envelope with the proposal but shall be written separately and independently of the proposal and attached thereto. Unless the bidder so indicates, it is understood that the bidder has bid in strict accordance with the specification requirements. The District is not required to consider Alternate bids. Alternate bids will be considered only secondarily to the contract specifications. Any alternates submitted must be thoroughly detailed to merit consideration.
7. Bidders must satisfy themselves, upon examination of these specifications, as to the intent of the specifications. After the submission of the proposal, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained.
8. All bids shall be deemed final, conclusive, and irrevocable, and once opened no bid shall be subject to correction or amendment for any error or miscalculation. No bid shall be withdrawn without the consent of the Board of Education after the scheduled closing time for the reception of bids. All bids submitted must be valid for a minimum period of sixty (60) days after the date set for the bid opening.
9. The Board of Education reserves the right to reject any bids, or to waive any informality, irregularities, or defect in a proposal, should it deem to be in the best interest of the School District to do so. Any such decision shall be considered final. The bid will be awarded, if at all, to the lowest responsible bidder as determined by the Board of Education which will take into consideration the qualifications of the bidder, including but not limited to the bid amount, conformity with the specifications, and any other information which will assist in making a decision
10. The District may make such an investigation as it deems necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information and data for this purpose as the District may request. The District reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the District that such bidder is properly qualified to complete the work contemplated herein.
11. The successful bidder shall be required to hold the District, its governing board, officers, and employees harmless and does hereby indemnify the District, its governing board, officers, and employees from and against every claim or demand that may be made by any person, firm, or other entity arising from or caused by any act of neglect, default or omission

of bidder, except to the extent that such claim or demand arises from or is caused by the negligence or willful misconduct of District, its agents or employees.

12. All material and workmanship shall be subject to inspection and test by the District. The District reserves the right to reject any goods that contain defects in materials or workmanship or that fail to meet the specifications contained herein or Seller's warranties (express or implied). Rejected goods shall be removed at the expense of the Seller, including transportation both ways, promptly after notification of rejection. As to rejected goods, Seller shall bear all costs of inspection and all risk of loss.
13. Bids must specify delivery time. An earlier delivery date may be entitled to more consideration than the price. Orders may be canceled without obligation if delivery requirements are not met.
14. Kankakee School District #111 is not subject to Federal Excise Tax or Illinois Retailers Occupational Tax.
15. Prices quoted shall include all charges for delivery to the District Office.
16. Questions regarding these bid specifications must be submitted in writing via email to Pamela Powell pamela-powell@ksd111.org no later than **August 13, 2025**. If a written response is provided, the question and the response will be provided to all prospective bidders who have requested a bid packet and who have supplied Ms. Powell with an email address.

BID SPECIFICATIONS

Kankakee School District #111 is soliciting bids for a new 2025 or 2026 Head Start Mobile Screening Van. These specifications are a benchmark for the district requirements for the cargo/work van. The District will consider all makes and models that are equivalent to these specifications:

2025- 2026 Head Start Mobile Screening Van

Vehicle Specifications:

Exterior Features:

- Color: White, Blue, or Gray
- Vehicle Type: Van (or custom-built, suitable for mobile operations)
- Size/Dimensions:
 - Standard or extended wheelbase, adequate for a large, open interior space with room for screening activities
 - Sufficient height and width to accommodate portable equipment and personnel
 - Driveable with standard driver's license
- Doors:
 - Rear Hinged Doors (to allow for easy access to the interior space)

- Side Doors or Sliding Doors (for accessibility and ease of entry/exit)
- Wheelchair Accessible (optional)
- Windows:
 - Tinted windows for privacy and comfort
 - Large windows for natural light or adjustable window coverings for privacy
- Ramp or Step:
 - Easy-to-use ramp or step for accessibility, if required

Interior Features:

- Open Space:
 - The interior should have an open floor plan to allow flexible configurations for screenings (e.g., assessment tables, portable equipment, and seating).
 - Enough space for 2-3 people (screeners, child, and parent) to move comfortably during screening activities.
 - Adequate clearance for movement and to store necessary equipment when not in use.
- Flooring:
 - Non-slip, durable, easy-to-clean vinyl or rubber flooring that can withstand high foot traffic and maintain hygiene.
- Climate Control:
 - Air Conditioning and Heating
 - Ventilation (to ensure the space is well-ventilated for long periods)

Seating and Furniture:

- Flexible Seating:
 - Comfortable seating for parents and children (e.g., portable chairs or benches).
 - Adjustable tables for assessments, if necessary, that can be easily folded or moved to create space when not in use.
 - Storage space for seating, equipment, and supplies (e.g., foldable chairs, storage bins).

Lighting:

- Natural Lighting:
 - Large windows or skylights for natural light, ensuring the space is well-lit for screenings.
- Adjustable Lighting:
 - Overhead LED lights that can be adjusted based on the screening environment needs.

Power and Technology:

- Power Source:
 - Battery-powered backup system or generator to support mobile devices and screening equipment.
 - 12-volt power outlets and/or USB ports for charging devices.
- Internet/Wi-Fi Access:
 - Portable Wi-Fi or satellite connection to access online resources and documentation during screenings.
- Screening Equipment:
 - Computers or tablets for data entry or to access screening tools (e.g., developmental questionnaires).
 - Projector or TV screen (optional, for presentations or to display information during screenings).

Safety and Accessibility Features:

- Fire Extinguisher: Mounted in an easily accessible location.
- First Aid Kit: Located in a clearly marked space.
- Wheelchair Accessibility: Ensure easy entry with a ramp or lift (if required).
- Security: Lockable doors for safety during off-hours.

Storage for Supplies and Materials:

- Storage Compartments for screening materials, paperwork, and equipment (e.g., developmental toys, books, forms).
- Lockable Storage for sensitive information or valuable equipment.

Other Considerations:

- Onboard Communication System: To communicate with other staff or offices during operations.

Interior: Leather

Engine: 3.6 Liter V6 or Larger

Heavy Duty Automatic Transmission

Advanced Front Airbags

Supplemental Front Seat-Mounted Side Airbags

Supplemental Side-Curtain Front Airbags

Electronic Stability Control

Brake Assist

Hill Start Assist

All Speed Traction Control

Electronic Roll Mitigation Trailer Sway Damping

Tire Pressure Monitoring System

Anti-Lock 4-Wheel Disc Heavy Duty Brakes

Heavy Duty Suspension Package

Rear Backup Camera

Power Windows and Locks with Remote Keyless Entry

Integrated Trailer Brake Controller
Heavy Duty Trailer Tow Package with 2" Receiver
7 and 4 Pin Wiring Harness
Locking Glove Box
Windshield Document Holder
Two (2) Additional Key Fobs
Steering Wheel Mounted Audio Controls
Bluetooth

Please include the vehicle's specifications with your bid and note all exceptions to the above specifications.

Delivery Date: As soon as possible

The bid price must include all costs/allowances for the District including:

1. Destination charges and Dealer preparation charges
2. Transfer of license plate charges
3. Rebates and Other Incentives