MOLINE-COAL VALLEY SCHOOL DISTRICT

Request for Proposal

NEW 2026 Drivers Education Vehicles

Issue Date
January 8, 2026

Closing Date
All Bids must be received by 2:00 p.m. on January 22, 2026.
The sealed envelope that contains the bids shall be clearly marked,
“SEALED BID – “NEW 2026 DRIVERS EDUCATION VEHICLES "

Closing Location
Moline-Coal Valley School District No. 40
Business Office
1900 52nd Avenue
Moline, Illinois 61265

Contact Person
Vince Gallo
(309) 743-8109
vgallo@molineschools.org

Table of Contents

Letter	1
Advertisement for Bid	2
Instructions to Bidder	3
Conditions	4
Timeline	5
Specifications	6
Specific Equipment Requirements	8
Bid Form	9, 10, 11
Appendixes/Attachments	
Vendor Information Form	12
Civil Rights Certification of Compliance	13
Vendor Eligibility Certification	14
Drug Free Workplace	15
Non-Collusion Affidavit	16
Statement of Non-Debarment	17
Business Enterprise Data Collection Form	18

MOLINE-COAL VALLEY
SCHOOL DISTRICT

January 8th, 2026

The Board of Education of Moline-Coal Valley School District No. 40, Moline, Illinois, will receive sealed bids for New 2025 Drivers Education Vehicles until 2:00 p.m., **January 22nd, 2026,** in the School District Business Office at 1900 52nd Avenue, Moline, Illinois 61265.

Specifications may be obtained at the Business Office. The envelope that contains the bid shall be plainly marked, "SEALED BID - NEW 2026 DRIVERS EDUCATION VEHICLES."

The Board of Education reserves the right to accept or reject any or all bids or to waive formalities as its best interest may require.

Regards,

Vince Gallo
Chief Financial Officer

ADVERTISEMENT FOR BIDS

The Board of Education of Moline-Coal Valley School District No. 40, Moline, Illinois will receive sealed bids for the New 2026 Drivers Education Vehicles until 2:00 p.m., **January 22nd, 2026**, in the School District Business Office at 1900 52nd Avenue, Moline, Illinois 61265.

Specifications may be obtained at the Business Office. The envelope that contains the bid shall be plainly marked, "SEALED BID - NEW 2026 DRIVERS EDUCATION VEHICLES."

The Board of Education reserves the right to accept or reject any or all bids or to waive formalities as its best interest may require.

Vince Gallo
Chief Financial Officer
Dated: January 8th, 2026

INSTRUCTIONS TO BIDDER

1. Bidders may obtain copies of Bidding Documents from the Business Office of the Board of Education, 1900 52nd Avenue, Moline, Illinois 61265.

2. Bids shall be firm for Ninety (90) days from the date of receipt of bids.

3. Questions shall be submitted in writing to the Chief Financial Officer of the District. Replies will be issued to all bidders of record as Addenda; bidders shall acknowledge receipt of Addenda in the Proposal Form. No Addenda will be issued later than three days prior to the date for receipt of bids.

4. Products described and listed by the manufacturer establish a standard of quality. No substitutions will be considered unless written documentation of equivalence has been submitted by the bidder and received by the District with the bid. Each such substitution shall include a complete description and any other information necessary for an evaluation. The burden of proof of the merit of the proposed substitute is upon the proposer. Equivalence shall be determined by the District.

5. Proposed substitutions may be bid as VOLUNTARY ALTERNATES, but must be stated as such, and the bidder shall list the manufacturer and model proposed. The District may consider such proposals, but has no obligation to accept them.

6. Bids shall be submitted on the form provided with these specifications; signed by the authorized agent of the bidder; and received in a sealed envelope addressed:

   SEALED BID- NEW 2025 DRIVERS EDUCATION VEHICLES
   MOLINE-COAL VALLEY SCHOOL DISTRICT NO. 40
   1900 52nd AVENUE
   MOLINE, ILLINOIS 61265

7. In submitting a bid, bidder represents that he has read the Instructions, Conditions and Specifications.

8. Freight and delivery costs to Moline-Coal Valley School District No.40 Maintenance Department, 3432 Avenue of the Cities, Moline, Illinois, 61265 shall be included in the total bid price.

9. Delivery to be coordinated through Keith Karstens, Director of Facilities, (309) 743-8650.

10. After delivery, the vendor will send a detailed invoice to the District for payment.

CONDITIONS

1. The Bid Form of agreement shall be a signed Moline-Coal Valley School District No. 40 purchase order as per specifications and accepted bid.

2. A manufacturer's standard written warranty shall accompany the product, and shall commence on the date of accepted delivery of the vehicle.

3. The successful vendor shall comply with all laws, ordinances, rules, regulations and lawful orders of public authorities bearing on the sale of goods to and performance of work for Illinois Public School Districts.

4. Products bid under this proposal shall meet all federal, state, and local statutes, rules, regulations, codes, ordinances, and requirements that are applicable to Moline-Coal Valley School District No. 40, a Public Illinois School District.

5. All vendors and contractors must comply with the public contract provisions under the Illinois Human Rights Act, including the sexual harassment provisions. This bill amends the Illinois Human Rights Act to require every party to a public contract and every bidder to a public contract to have a written sexual harassment policy, post a notice of the policy, and provide training on sexual harassment prevention as a part of a new employee training program. The policy must, at a minimum, include the illegality of sexual harassment, the definition of sexual harassment under State law, a description of sexual harassment utilizing examples, the contractor's internal complaint process including penalties, the legal recourse, investigative and complaint process available through the Department of Human Rights, directions on how to contact the Department, and protection against retaliation.

6. The vendor shall not send to any school building or school property any employee or agent who would be prohibited from being employed by the District due to a conviction of a crime listed in 105 ILCS 5/10-21.9. More specifically, the successful contractor will be required to have criminal background investigations done on the employees and any subs who will be working at the site before starting the work. The contractor will pay for the fee required to complete these background checks.

7 The District is exempt from Illinois sales and usage tax.

REQUEST FOR PROPOSAL TIMELINE

Activity	Target Date
Advertise Request For Proposal	**January 8th, 2026**
Bid Opening at 2:00 p.m.	**January 22, 2026**
Review and Summarize Bids	**January 22, 2026**
Present to Board of Education for Approval	**January 26, 2026**

SPECIFICATIONS

Moline-Coal Valley School District No. 40 requires the following vehicle for its maintenance department.

Model Year: Vehicle must be a new 2026 or newer model.

Delivery: Vehicle must be delivered and ready within ninety (90) days of awarding of bid, or as agreed to by both parties. Preferred delivery is as soon as possible, after award of bid, or as agreed by both parties.

All Charges: All bids must be complete and include **all** charges including, but not limited to, freight and shipping to Moline, Illinois, dealer preparation, license and title fees, and any other applicable charges.

Warranty: Vehicle must be covered by a manufacturer's warranty, the terms of which must be completely set forth in the bid. All bids will be evaluated in relation to the extent and terms of the warranties as well as price.

Rustproofing: Vehicle must be rustproofed with a warranty against rust-through for no less than five (5) years.

Manuals: All bids must include one (1) complete set of maintenance and repair manuals for chassis, drive train, cooling, and electrical systems etc. in digital format.

Parts Discount: All bids must specify the discount percentage from retail price, for parts replacement to be granted to the District as a public educational institution. The discount must be granted for a term of not less than seven (7) years.

Standard Equipment: All bids shall include all standard equipment, which must be listed by each bidder.

Equipment: If the following listed items are not included as standard equipment, they must be included with installation in the bid price:

Keys: Bids shall include four (4) extra keys with (3) of them being remotes.

Color: Vehicle color selection is white or gray.

Finance Terms: All bidders should quote applicable prices and terms of payments for following:

Base Bid:

Track cars:

a. Purchase of three (3) 2026 – Toyota Corolla L , with trade.

And

Base Bid Road cars:

b. Purchase of three (3) 2026 – Toyota Camry LE Hybrid, with trade.

Alternate Bid 1

Alt Bid 1 Track car:

Purchase of three (3) 2026 – Toyota Corolla L Approved Equal with trade.

And

Alt Bid 1 Road car:

Purchase of three (3) 2026 – Toyota Camry LE Hybrid with trade.

Alternate Bid 2

Bid 2 Track car:

Purchase of three (3) 2026 – Chevy Trax LS, with trade.

And

Bid 2 Road Car:
Purchase of three (3) 2025 – Chevy EquinoxLT, with trade.

Trade-in cars are:

(6) 2001 Ford Focus lx Sedans with between 24,500-28,000 miles

Trade-in cars can be examined by appointment at the Moline High School. Please contact John Pearson at (309) 743-8628 or Terry Boone at (309) 743-8629 to make a viewing appointment.

Voluntary alternate bids, with all exceptions to the specifications fully and clearly stated, may be submitted but will be considered only at the option of Moline-Coal Valley School District No. 40.

SPECIFIC EQUIPMENT REQUIREMENTS

The District's desire is for three (3) 2026 Toyota Corolla L with the options installed as shown below:

- Air conditioning
- Heated mirrors
- Power windows, locks, steering and brakes
- Cruise control
- Keyless entry
- Floor Mats
- LED Daytime running lights
- Backup Camera

And

The District's desire is for three (3) 2026 Toyota Camry LE Hybrid with the options installed as shown below:

- Air conditioning
- Heated mirrors
- Power windows, locks, steering and brakes
- Cruise control
- Keyless entry
- Floor Mats
- LED Daytime running lights
- Backup Camera
- Passenger side brake (installed)

MOLINE-COAL VALLEY BOARD OF EDUCATION
1619 - 11TH AVENUE, MOLINE, ILLINOIS
ACTIVITY VANS

BID FORM
January 22, 2026

Having examined the bidding documents issued by MOLINE-COAL VALLEY SCHOOL DISTRICT NO. 40, dated **January 22, 2026** , the undersigned submits the following proposal:

Trade in Base Bid:

Quantity (3), 2026 Toyota Corolla L as Specified

Year/Make/Model: _____ Dollar ($): _____

Warranty Description: _____ Delivery: _____

- and -

Quantity (3), 2026 Toyota Camry LE Hybrid as Specified.

Year/Make/Model: _____ Dollar ($): _____

Warranty Description: _____ Delivery: _____

Approved Equal WithTrade in BID:

Quantity (3), 2026 Honda Civic LX as Specified

Year/Make/Model: _____ Dollar ($): _____

Warranty Description: _____ Delivery: _____

- and -

Quantity (3) 2026 Honda Accord LX as Specified

Year/Make/Model: _____ Dollar ($): _____

Warranty Description: _____ Delivery: _____

Approved Equal With Trade in BID:

Quantity (3), 2026 Chevrolet Trax LS as Specified

Year/Make/Model: _____ Dollar ($): _____

Warranty Description: _____ Delivery: _____

- and -

Quantity (3) 2026 Chevrolet Equinox LT as Specified

Year/Make/Model: _____ Dollar ($): _____

Warranty Description: _____ Delivery: _____

ACKNOWLEDGEMENT OF ADDENDA

I hereby acknowledge the following Addenda:

_____

CERTIFICATION

My signature certifies that I am an authorized agent of the aforementioned company and am authorized to quote and enter into contracts as called for in this advertisement for bid. Furthermore, I certify that buy submitting my quotation I am bound by all requirements as called for in the specifications.

Signature_____ Date_____

Print Name_____ Title_____

Company Name_____

Phone_____ Fax_____

E-Mail Address _____

ENCLOSED:

- ☐ ***NON-COLLUSION AFFIDAVIT***
- ☐ ***BIDDER ELIGIBILITY***
- ☐ ***VENDOR INFORMATION***
- ☐ ***LIST OF AREA REFERENCES***
- ☐ ***CRIMINAL BACKGROUND INVESTIGATION FORM***

PLEASE NOTE: WHEN SUBMITTING A VOLUNTARY ALTERNATE TO A SPECIFIED MAKE, YEAR AND MODEL, ALTERNATE MUST BE CLEARLY STATED.

Company Name and Mailing Address:

_____

_____

_____

Signed by: _____

Phone: _____

Email: _____

Date: _____

Bids will be accepted only on the Moline-Coal Valley School District No. 40 official Bid Form. Faxed bids will not be accepted.

Assurance Schedule A
Vendor Information Form

VENDOR INFORMATION FORM

Name of Company: _____

Tax Payer ID #: _____ FCC/USAC "SPIN" Number: _____

Address: _____ Date Business Began: _____
_____

Telephone No: _____ Years at Location: _____

List of contact information for all officers, directors, and principals:

Name: _____
Title: _____
Address: _____
Telephone No: _____
Relationship: _____

Description of services provided:

Description of facilities/resources:

Description of staff (no./type/qualifications, etc.):

Brief history of company:

Client reference list of major customers and projects (include address and telephone number):

Verified by: _____
Date Verified: _____

Assurance Schedule B
Civil Rights Certification of Compliance

CERTIFICATE OF COMPLIANCE WITH ILLINOIS HUMAN RIGHTS ACT

All successful contractors must comply with the provisions of the Illinois Human Rights Act (ACT) dealing with equal employment opportunities (Section 2-105, 775 ILCS 5/2-105) including equality of employment opportunity and the regulations of the Department of Human Rights of the State of Illinois and also must provide for the adoption and implementation of written Sexual Harassment Policies. The contract with the successful bidder will provide for this requirement. The statutory provisions require that the written Sexual Harassment policy included at a minimum the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under Illinois law; (iii) a description of sexual harassment, utilizing examples; (iv) a vendor's internal complaint process including penalty; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights Commission; (vi) directions on how to contact the Department of Commission; and (vii) protection against retaliation as provided by Section 6-101 of the Illinois Human Rights Act.

Firm Name_____

Address_____

Signature of Officer

_____

Title

_____

Subscribed and sworn to before me
This _____ day of _____, 20___.

Notary Public

_____

M97 Certificate of Compliance

Assurance Schedule C
Vendor Eligibility Certification

BIDDING AND CONTRACT REQUIREMENTS
Vendor Eligibility Certification

Public Act 85-1295 (Illinois Revised Status, 1987, Ch 38, art 33E) requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid-rigging or bid rotation.

The following certifications must be signed and submitted with bidder's bid proposal. *FAILURE TO DO SO WILL RESULT IN DISQUALIFICATION OF THE BIDDER*.

_____. As part of its bid on contract for
(*Name of Contractor)*

_____. For Moline School
(*Name of Bid Package)*

District No. 40 hereby certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either Section 33E-3 or 33E-4 of Article 33E of Chapter 38 of the Illinois Revised Statutes.

Firm Name: _____

By: _____

Title: _____

Subscribed and sworn to before me
This _____ day of _____, 20___.

Notary Public

_____

Verified by: _____
Date Verified: _____

Assurance Schedule D
Drug Free Workplace

CERTIFICATIONS OF COMPLIANCE WITH
ILLINOIS DRUG FREE WORKPLACE ACT

The undersigned, having 25 or more employees, does hereby certify pursuant to section 3 of the Illinois Drug-Free Workplace Act (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies, that it is not ineligible for award of this contract by reason of debarment for violation of the Illinois Drug-Free Workplace Act.

_____ _____

Name of bidder (Please Print) Submitted by (Signature)

_____

Title

Assurance Schedule E
Non-Collusion Affidavit

BIDDING AND CONTRACT REQUIREMENTS

Non-Collusion Affidavit

AFFIDAVIT: "I, (we) hereby certify and affirm that my (our) proposal was prepared independently for this bid package and that it contains no fees or amounts other than for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade. I further certify that I (we) am not barred from bidding on the contract as a result of a conviction for either bid-rigging or bid rotating under Article 33E of the Criminal Code of 1961."

The following certification must be signed and submitted with bidder's proposal. *FAILURE TO DO SO WILL RESULT IN DISQUALIFICATION OF THE BIDDER.*

(If an individual)
Signature of Proposer: _____
(Seal) *(Signature required)*

Business Address: _____

(If a Partnership)
Firm Name: _____
(Seal)
By _____
(Signature required)

Business Address: _____
(of all Partners of the Firm)

(If a Corporation)
Corporate Name: _____

By _____
(Signature required)

Corporate Address: _____

(CORPORATE SEAL)
Names of Officers: (President): _____

(Secretary): _____

(Treasurer): _____

Attest: (Secretary): _____

STATEMENT OF NON-DEBARMENT

Debarment:

I do hereby state that _____ is not debarred,
(Company)

suspended, or otherwise prohibited from providing supplies/services by any Federal, State, or local agency.

Contract Completion:

I do hereby state that _____ has not been stopped
(Company)

by any Owner from completing a contracted project for cause.

_____
Company Official Name

_____ _____
Signature Date

BUSINESS ENTERPRISE FOR MINORITIES, FEMALES, AND PERSONS WITH DISABILITIES ACT

In January 2008, the Illinois School Code was amended to require school districts to collect data on contracts that are awarded to minority owned business, female owned business, and businesses owned by persons with disabilities, as defined in the Business Enterprise for Minorities, Females, and Persons with Disabilities Act.

In order to comply with this requirement, we ask that you complete the following information

Is your business certified as a:

Minority owned business	□ Yes	□ No
Female owned business	□ Yes	□ No
Business owned by a person with a disability	□ Yes	□ No

_____
Company Official Name

_____ _____
Signature Date