

# **J. STERLING MORTON HSD 201 INVITATION TO BID**



## **2025 – 2026 WORK VEHICLES**

**Bid Opening Date:** Friday, February 20<sup>th</sup>, 2026

**Bid Opening Time:** 11:00 AM

**Bid Opening Location:** J. Sterling Morton HSD 201  
District Office  
5801 W. Cermak Rd  
Cicero, Illinois 60804  
708-780-2800

# INSTRUCTIONS AND GENERAL CONDITIONS

1. Sealed proposals shall be delivered to the District Office at any time prior to, **but not later than 11:00 a.m. local time on Friday, February 20<sup>th</sup>, 2026**. 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 the 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. Work Vehicles
  - 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, telephone, 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 which 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 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 alternatives 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 and all 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 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 which 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 which contain defects in materials or workmanship, or which 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 price. Orders may be canceled without obligation if delivery requirements are not met.

14. We invite vendors to submit bids for any combination of the three vehicles listed in this document. Vendors have the option to bid on each vehicle individually, or to submit a combined bid for two or all three vehicles. Please specify in your proposal which vehicle(s) your bid is for, ensuring clarity whether it's for an individual vehicle or for multiple vehicles. Each vehicle bid will be evaluated independently, allowing vendors the flexibility to propose for one, two, or all three vehicles as per their capacity and expertise.

15. J. Sterling Morton HSD #201 is not subject to Federal Excise Tax or Illinois Retailers Occupational Tax.

16. Prices quoted shall include all charges for delivery to the District Office.

Questions regarding these bid specifications must be submitted in writing via email to Nick Valderas ([nvalderas@jasmorton.org](mailto:nvalderas@jasmorton.org)) no later than Friday, February 20<sup>th</sup>, 2026.

# BID SPECIFICATIONS

J. Sterling Morton HSD #201 is soliciting bids for new 2025 or 2026 work vehicles. These specifications are a benchmark for the District requirements for the work vehicles. The District will consider all makes and models that are equivalent to these specifications:

## 2025 or 2026 Work Vehicles

1. Pick-up Truck
  - Ford F250 4WD
  - White only
  - Gas Engine
  - Plow Package
  - Power Windows and Door Locks
2. Cargo Van
  - Ford Transit
  - 250
  - Empty Space
3. SUV
  - Ford Explorer
  - Black
  - Power Package

Please include the vehicles specifications with your bid and note any and all exceptions to the above specifications.

**Delivery Date: As soon as possible**

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

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

# BID FORM

Description	Total Delivered Price	Trade-In Price
2025 or 2026 Pick-up Truck	\$	Not Applicable

Delivery Date:

Company Name:

Address:

Phone:

Printed Name:

Title:

Signature:

Date:

The person signing above represents that he or she is duly authorized to submit the attached bid on behalf of the Company identified above.

# BID FORM

Description	Total Delivered Price	Trade-In Price
2025 or 2026 Cargo Van	\$	Not Applicable

Delivery Date:

Company Name:

Address:

Phone:

Printed Name:

Title:

Signature:

Date:

The person signing above represents that he or she is duly authorized to submit the attached bid on behalf of the Company identified above.

# BID FORM

Description	Total Delivered Price	Trade-In Price
2025 or 2026 SUV	\$	Not Applicable

Delivery Date:

Company Name:

Address:

Phone:

Printed Name:

Title:

Signature:

Date:

The person signing above represents that he or she is duly authorized to submit the attached bid on behalf of the Company identified above.

# CERTIFICATION FORM

**THIS FORM MUST BE SIGNED AND NOTARIZED AND MUST ACCOMPANY THE BID TO THE J. STERLING MORTONN HSD 201 BOARD OF EDUCATION. THE UNDERSIGNED CERTIFIES THE FOLLOWING:**

**CERTIFICATION OF ELIGIBILITY TO CONTRACT:** That, pursuant to Section 33E-11 of the Illinois Criminal Code of 1961 as amended, the undersigned hereby certifies that neither (he, she, it) nor any of (his, her, it's) partners, officers, or owners of (his, her, it's) business has been convicted in the past five (5) years of the offense of bid-rigging under Section 33E-3 of the Illinois Criminal Code of 1961 as amended; that neither (he, she, it) nor any of (his, her, it's) partners, officers or owners has ever been convicted of bribing or attempting to bribe an officer or an employee of the State of Illinois, or has made an admission of guilt of such conduct which is a matter of record.

**PREVAILING WAGE FORM:** That the undersigned and any of (his, her, it's) subcontractors will, where applicable, comply with current prevailing wage rates for DuPage County and will provide certified payroll information as required by law.

**CERTIFICATION OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT** (Undersigned with 25 or More Employees): That having 25 or more employees, does hereby certify pursuant to Section 3 of the Illinois Drug-Free Workplace Act. (Ill.Rev.Stat. ch.127, par. 132.313) that (he, she, 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 (he, she, it) is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

**PUBLIC CONTRACTORS-WRITTEN SEXUAL HARASSMENT POLICY:** That the undersigned has a written Sexual Harassment policy in place in full compliance with 775 ILCS 5/2-105(A) (4).

Signature \_\_\_\_\_

Printed Name and Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Date \_\_\_\_\_ Phone \_\_\_\_\_ FAX \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 2026

\_\_\_\_\_  
NOTARY PUBLIC