REQUEST FOR PROPOSALS (RFP)

for

One (1) Type-D Electric School Bus

November 11, 2026

Issuing Agency: White Bear Lake Area Schools

Address: 2399 Cedar Ave, White Bear Lake, MN 55110

RFP Issue Date: November 11, 2026

Proposal Due Date and Time: December 9, 2026, 2 pm CDT

Proposal Submission Location: 2399 Cedar Ave, White Bear Lake, MN 55110

Submit to: Tim Wald
Asst Superintendent for Finance and Operations
White Bear Lake Area Schools
651-407-7516
tim.wald@isd624.org

1. Introduction

White Bear Lake Area Schools (hereinafter referred to as the "District") is seeking proposals from qualified and experienced vendors (hereinafter referred to as "Proposers") to provide new, fully electric Type D school bus with a minimum capacity of 81 passengers for daily student transportation routes. The District intends to award a contract to the Proposer(s) that provides the most advantageous proposal, considering all evaluation factors outlined in this RFP.

This initiative aligns with the District's commitment to sustainability, reducing its carbon footprint, and providing a healthy transportation environment for its students. The anticipated order date is February, 2026, with delivery timelines to be specified in the proposal.

2. Advertisement: Request for Proposal / Bid

NOTICE IS HEREBY GIVEN, that the White Bear Lake Area Schools (the "District") is a recipient of a grant for an electric school bus and charger, and is requesting proposals from qualified and experienced vendors for the supply and delivery of new, **fully electric Type D school bus**, with a minimum capacity of 81 passengers for daily student transportation routes.

The District seeks proposals for buses compliant with all applicable safety and accessibility standards and compatible with both level 2 and DC fast charging.

Detailed specifications and proposal requirements are outlined in the Request for Proposals (RFP) document, which can be obtained from the District's website at isd624.org/departments/transportation.

Proposals are due no later than December 9, 2026, 2 pm CDT and must be submitted to Tim Wald, Assistant Superintendent for Finance and Operations, tim.wald@isd624.org. Late proposals may not be considered.

The White Bear Lake Area Schools reserves the right to reject any or all proposals and to accept the proposal(s) deemed to be in the best interest of the District.

Publication Dates via ISD #624 Official Paper, White Bear Press, on Nov 11, 2026 and Nov 18, 2026

3. District Overview

White Bear Lake Area Schools, ISD 624, is a comprehensive public school district serving over 8,000 students in grades PreK through 12. It operates its own fleet and contracts with vendors to fulfill route services on a 4-tier morning and afternoon system. Geographically, the school district comprises 45 square miles of urban and suburban communities. ISD 624 provides transportation for 15 public school sites and 3 non-public sites. ISD 624 schools consist of one high school, one Alternative Learning Program, two middle

schools, nine elementary schools, and one early child education center. In addition, the District provides special transportation services to regional special education programs.

4. Proposal Contents and Submission

The RFP shall be submitted, in an enclosed sealed envelope or other container, and directed to the District's Purchasing Agent. Fax, telephone, and email Bids and amendments will not be accepted at any time. Each proposer shall securely seal in an envelope or other container their proposal including all required documents having authorized signatures and shall include:

4.1. Vendor's name and address

4.2. One hard copy printed proposal and one electronic readable Adobe Acrobat .pdf copy of the proposal.

4.4. Affidavit of Non-Collusion

4.4. Company Qualifications: Overview, experience, references, and financial capacity

4.5. Equipment cost for required proprietary equipment

4.6. Technical Proposal: Address all bus requirements. Include specs, warranty, optional features.

4.7. Pricing: Break down pricing per bus and for options. Pricing must remain valid through December 9, 2026.

4.8 Delivery Timeline: Estimate based on Summer 2025 order.

4.9 Warranty & Support: Terms and available services.

5. Bus Specifications

5.1. Type: Type D, new only

5.2. Capacity: Minimum 81 seated passengers

5.4. Powertrain: Fully electric, zero emissions

5.4. Range: Minimum 120 miles per charge under Minnesota conditions

5.5. Battery: Provide kWh rating, warranty, lifespan, and thermal management. Preference given to impact resistance, stability and safety, and recyclability. Batteries expected for a minimum of 8 years with 70% initial nameplate capacity remaining. Please note restrictions on battery warranty, if any, associated with uses in bidirectional applications.

5.6. Charging: Compatible with Level 2 and DC fast charging (specify connector)

5.7. Safety: FMVSS and MN Dept. of Education compliant

5.8. Climate: Effective heating/cooling for MN winters/summers

5.9. Other Features: LED lighting, FMVSS mirrors, regenerative braking, driver ergonomics, and corrosion protection

5.10. Telematics (Optional): GPS, diagnostics, energy use, driver data

6. Delivery

Indicate estimated delivery time assuming order in February of 2026. Include all delivery-related costs.

7. Training, Service, and Warranty

7.1. Include full vehicle, powertrain, and battery warranty terms. Detail local service availability, on-site options, training, and spare parts.

7.2. The Vendor must be able to provide on-call service plan for any repairs and maintenance concerns that fall outside the District's responsibilities for the electric buses.

7.3. The Vendor must provide training plans and coordinate training for electric bus operation, maintenance, and repair. For drivers, service technicians/mechanics, and transportation supervisors.

7.4. Provide details on warranty for battery and vehicle. Note: this warranty is expected to cover performance of the vehicle overall and cover all potential malfunctions related to vehicle operations such as noise, vibration, operations and heating and air conditioning systems.

8. Charger Compatibility

Specify charging requirements. Recommendations for compatible chargers are encouraged.

9. Evaluation Criteria:

9.1 It is the intent of ISD 624 to review all quotes submitted, investigate these quotes, and negotiate with a Contractor or Contractors. Award(s) will be based on the scoring scale listed below. By use of numerical and narrative scoring techniques, quotes will be evaluated by ISD 624 against the factors specified below. The relative weights of the criteria are based on a 100-point scale shown below.

Technical Specifications/Vehicle Overview	35
Vendor Information and experience	20
Price Proposal	20
Warranty, Service, Support	20

Delivery Schedule/Timeline	5
Total Points Available:	**100**

9.2 Clarification of Responses. In the event that proposals are in need of clarification or to negotiate modifications, the District may, at its discretion, request clarification in writing or presentations by meeting with any or all vendors. The District also reserves the right to make an award without further discussion of the proposals submitted. Therefore, proposals should be submitted initially on the most favorable terms, both from technical and price standpoints, which the vendor can propose.

10. Questions and Addenda

Email questions to tim.wald@isd624.org. Addenda will be posted at isd624.org/departments/transportation.

11. Legal and Other Provisions

11.1. This RFP and any resulting contract will be governed by Minnesota law. The District may waive informalities or reject proposals in its best interest.

11.2. Compliance with Laws and Regulations. By submission of a Proposal, the Vendor assures the Owner that they have and will comply with all applicable Federal, State and local laws or ordinances, and all applicable rules, regulations and standards established by any agency of such governmental units.

11.3. RFP Not an Offer. This RFP does not constitute an offer by the District. No binding contract, obligation to negotiate, nor any other obligation shall be created on the part of District unless District and the Proposer execute the Definitive Agreements. No recommendations or conclusions from this RFP process concerning the Proposer shall constitute a right (property or otherwise) under the Constitution of the United States or under the Constitution, case law or statutory law of the District.

11.4. Reservation of Right to Amend RFP. The District reserves the right to amend this RFP at any time during the process, if it believes that doing so is in the best interest of the District.

11.5. Addenda and Interpretations. Responses to vendor inquiries, including Owner provided clarifications or changes, will be in the form of a written addendum. All addenda shall become a part of the Request For Proposal Documents and incorporated into the vendor's submitted proposal. It is the vendor's responsibility to ascertain what addenda have been issued prior to bid date and examine the addenda to determine the effect on their proposal. The District will not be responsible for, nor honor any claims resulting from, or alleged to be from, the result of misunderstanding by the vendor. Vendors shall state on the bid form the number of addenda received Interpretation of this Request For Proposal will be made only by addenda, which will be

emailed to all known potential vendors on file. Such addenda shall be binding on all vendors. It shall be the duty of each vendor to make certain that it has received copies of all addenda issued.

11.6. Disclaimer. Each Proposer must perform its own evaluation and due diligence verification of all information and data provided by the District. The District makes no representations or warranties regarding any information or data provided by the District.

11.7. Affidavit of Non-Collusion. Conspiracy between vendors is cause for rejection of all proposals and vendors thus involved. An Affidavit of Non-Collusion is required as part of the submittal.

11.8. Withdrawal for Modifications of Proposals : A vendor may change or withdraw their submitted proposal at any time prior to the scheduled Request For Proposal due date and time. However, no oral modifications will be allowed. Only emails, letters or other formal written requests for modifications or corrections of previously submitted Proposal, which is addressed in the same manner as the Proposal and received by District prior to the scheduled closing time for receipt of Proposals, will be accepted. The Proposal, when opened, will then be corrected in accordance with such written request(s), provided that the request is plainly marked “Modifications to Proposal.” Proposals may not be withdrawn for a period of Sixty (60) days after the scheduled due date and time, without the consent and approval of the Owner.

11.9. Proposal Binding for 180 Days. Each Proposal shall contain a statement to the effect that the Proposal is a firm offer for a one-hundred-eighty (180) calendar day period from the date of the opening. This statement must be signed by an individual authorized to bind the Proposer and include such individual’s name, title, address, and telephone number. All prices quoted shall be firm and fixed for the full period of each Definitive Agreement.

11.10. Re-Advertisement . If no satisfactory proposal is received the District may re-advertise.

11.11 Vendor Debarment, Suspension, Ineligible, or Voluntarily Excluded. If the total contract exceeds $25,000, Vendor certifies that neither the company nor any of its principals has been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any state or federal department or agency.

11.12. Guarantee. The successful vendor shall agree to unconditionally guarantee all goods supplied against inferiority, per the specifications and conditions.

11.13. Taxes . ISD 624 is tax exempt. The Vendor shall pay all taxes imposed on any and all goods and/or services used so that there will be no liability on the part of the Owner for any type of tax assessed thereon.

11.14. Fees. The Bidder shall obtain and pay for all fees, licenses, insurance, permits, etc., necessary for the performance of the Contract and include these incidental costs in their Proposal.

11.15 Limit on Liability. In no event shall the District be liable for any indirect, inconsequential, incidental, lost profits, or life expectancy damages, arising out of the Vendor’s Contract. District’s maximum obligation under this Contract shall not exceed the amount of the Vendor’s proposed

annual cost under this Contract.. Nothing in this Agreement shall be deemed to constitute a waiver by the District of the statutory immunity protections provided under Minnesota Statutes, Chapter 466.

11.16. Indemnification & Hold Harmless. The Vendor shall hold the Owner harmless from any and all damages and claims which may arise by reason of any negligence on the part of the Vendor, their agents or employees. In case any such action is brought against the District or any of their agents or employees, the Vendor shall assume full responsibility for the defense thereof. Upon its failure to do so on the proper notice, the District reserves the right to defend such action and to charge all costs thereof to the Vendor. The Vendor will take precautions necessary to protect the public against injury.

12. Owner's Right to Award.

The District shall have complete and absolute discretion in selecting the successful Vendor. The District reserves the right to:

12.1. Award the contract(s) in part or whole to a single bidder;

12.2. Award the contract(s) to the organization(s) that best meet the requirements of the RFP and not necessarily to the vendor with the lowest cost; including but not limited to:

12.2.1. The District's evaluation of the Vendor's ability to service the District in terms of its requirements as called for in the specifications, including specified timelines and deadlines;

12.2.2. The general reputation and experience of the Vendor in the industry;

127.2.3. The nature and extent of company data furnished with the Bid or furnished upon request by the District at any time prior to bid award;

12.2.4. The financial responsibility of the Vendor;

12.2.5. The district's prior knowledge of and experience with the Vendor's past performance and quality of services provided.

12.3. Reject any or all proposals;

12.4. Waive informalities or minor irregularities in proposals and waive minor irregularities or discrepancies in the RFP procedure.

13. Exceptions Statement (maximum 1 page).

Any exceptions to the requirements in this RFP must be included and explained as part of the 'Exceptions Statement". ISD 624 reserves the right to reject any proposals that contain substantive exceptions. The

amount and nature of exceptions requested will also be a factor in the evaluation when comparing proposals. Failure to indicate any exceptions shall

Thank you for your interest.

Tim Wald
Assistant Superintendent for Finance and Operations
White Bear Lake Area Schools
651-407-7516
tim.wald@isd624.org

Affidavit Of Non-Collusion

**to be submitted with proposal*

REQUEST FOR PROPOSAL: One (1) Type-D Electric School Buses

I hereby swear (or affirm) under the penalty of perjury:

1. That I am the responder (if responder is an individual), partner in the responder (if the responder is a partnership), or an officer or employee of the responding corporation having authority to sign on its behalf (if the responder is a corporation);

2. That the attached response or responses have been arrived at by the responder independently, and have been submitted without collusion with, and without any agreement, understanding, or planned common source of action with, any other vendor of materials, supplies, equipment, or services described in the invitation to respond designed to limit independent response or competition;

3. That the contents of the response or responses have not been communicated by the responder or its employees or agents to any person not an employee or agent of the responder of its surety on any bond furnished with the response or responses, and will not be communicated to any such person prior to the official review of the response or responses; and

4. That I have fully informed myself regarding the accuracy of the statements made in this affidavit. Submitted by:

Company Name

Company Name:

Signature:

Printed Name & Title:

Address:

Telephone:

Date: