



Request for Proposals (RFP) for Vehicle Purchase

RFP Number: ENV001

Issue Date: 8/30/2024

Proposal Due Date: 10/15/2024, 2pm CST

Contact Information:

Stacy Fuller

VP, Rehabilitation Services

Envision, Inc.

610 N Main Street Wichita, KS 67203

316-440-1624

Stacy.fuller@envionus.com

1. Introduction

Envision is seeking proposals from qualified vendors for the purchase of vehicles in compliance with federal funding requirements. This RFP outlines the specifications and requirements for the acquisition of these vehicles to ensure adherence to federal guidelines and to meet the needs of our organization.

2. Background

Envision is a non-profit organization with a mission “to improve the quality of life and provide inspiration and opportunity for people who are blind or visually impaired through employment, outreach, rehabilitation, education and research”. We are committed to enhancing our operations through the procurement of one passenger cargo van, and we are seeking proposals that align with federal funding regulations.

3. Scope of Work

The selected vendor will be responsible for providing and delivering vehicles that meet the following specifications:

- **Type and Quantity of Vehicles:** 1 passenger cargo vehicle
- **Specifications:** should match equally or as close to the following requirements:
 - Color:
 - Grey/Silver/White
 - Powertrain:

- 3.5L EcoBoost V6 Engine or comparable
- AWD
- 10-speed automatic transmission
- 3.73 Limited Slip Axle
- Tow/Haul Mode with Trailer Wiring Provisions
- Exterior:
 - 16" Alloy Wheel
 - All Season Tire
 - Long Arm – power adjusting, manual folding heated with turn signal mirrors
 - Tinted windows
 - Bumper Front – Body Colored
 - Spare Tire & Wheel
 - Heavy Duty Front Axle
 - Blind Spot Assist
 - Reverse Sensing System
 - Front Sensing System
 - Park Assist Option *Preferrable*
 - Halogen Headlamps with Autolamp
 - Wiper Activated Headlamps
 - Exterior Lighting- Front Fog Lamps
 - Windows All Around
 - Running Boards – Extended length
 - 360-degree camera with split view and front washer
 - Wheel well liners - black (front only)
 - Exterior Storage Topper
 - Additional keys (2)
 - *Alternative quote option:* vehicle wrapping – Envision to provide design and layout
- Interior:

- Dark cloth seats with powered heated driver and passenger seats
 - Rear passenger seating for up to 12-14 total riders
 - Large center console
 - Vinyl flooring – front and rear
 - Illuminated Sun Visor
 - B-Pillar Assist Handle (low roof)
 - Rearview Mirror
 - Front & Rear Auxiliary A/C and Heater
 - Full Rear Compartment Lighting
 - Adaptive Cruise Control
 - Trailer Brake Controller
 - All-Weather Floor Mats (Front)
 - 12”+ multifunction display with connected navigation
- **Compliance:** Vehicles must comply with all relevant federal, state, and local regulations, including those related to environmental standards, safety, and accessibility.
 - **Warranty and Maintenance:** Provide details on the warranty and maintenance services offered.
 - **Delivery Schedule:** Vehicle, fully wrapped, needs to be delivered and fully paid for by May 30, 2025 or unwrapped vehicle needs to be delivered and fully paid for by January 31, 2025.

4. Federal Funding Requirements

The purchase of these vehicles is funded by federal grants. As such, the selected vendor must adhere to the following federal requirements:

- **Buy America Requirements:** All vehicles must comply with the Buy America Act, which mandates that all manufactured products are produced in the United States.
- **Disadvantaged Business Enterprise (DBE) Requirements:** Vendors are encouraged to engage with DBEs. Provide information on how your proposal supports DBE participation.
- **Davis-Bacon Act:** If applicable, ensure compliance with wage rate requirements as per the Davis-Bacon Act.
- **Administrative Requirements:** Adherence to federal grant administrative requirements, including procurement standards and record-keeping.
- **Sam.gov:** Must not be debarred from doing business with the federal government and organization can be found as such when searched on Sam.gov

- **Conflict of Interest:** must disclose any actual or perceived conflict of interest with Envision or any of Envision's board members, executive leadership, or persons employed by Envision involved in procurement of this vehicle.

5. Proposal Submission Requirements

Proposals must include:

- **Cover Letter:** Include a brief introduction and summary of the vendor's qualifications.
- **Technical Proposal:** Detailed description of how the vehicle specifications and requirements will be met.
- **Cost Proposal:** Detailed pricing information, including any applicable taxes, fees, and delivery costs.
- **Compliance Documentation:** Evidence of compliance with federal requirements, including certifications, non-debarment status, conflict of interest statement, and attestations.
- **References:** At least three references from previous clients with similar vehicle procurement projects.

6. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- **Compliance with Specifications:** How well the proposed vehicles meet the specified requirements.
- **Cost:** Overall cost, including pricing and any additional fees.
- **Vendor Experience:** Relevant experience and qualifications of the vendor.
- **Compliance with Federal Requirements:** Adherence to federal funding requirements and regulations.
- **Delivery Schedule:** Ability to meet the specified delivery timeline.

7. Submission Instructions

All proposals must be submitted by October 15, 2024, 2pm CST, to stacy.fuller@envisionus.com. Late submissions will not be considered.

8. Additional Information

For any questions or requests for clarification regarding this RFP, please contact Stacy Fuller at 316-440-1624 or stacy.fuller@envisionus.com by October 1, 2024.

9. Right to Reject

Envision reserves the right to reject any or all proposals, to waive any informalities or irregularities in the proposal process, and to negotiate with any or all qualified vendors to ensure the best possible outcome for the procurement process.

Envision

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Thank you for your interest in this RFP. We look forward to receiving your proposal.