

## **FLORIDA TRANSPORTATION SYSTEMS, INC.**

**REPRESENTING**  
**Braun**



**ORDER PACKET**  
**Contract#TRIPS-19-MV-FTS**  
**Minivan Type Vehicles**

**CONTRACT #TRIPS-19-MV-FTS**

**ORDER PACKET FOR**

**Braun Minivan VEHICLES**

**Florida Transportation Systems Inc.**

**General Information**

The Transit Research Inspection Procurement Services Program (TRIPS) issued Proposal #TRIPS-19-MV-FTS to establish a series of state contracts for the purchase of Lowered floor MinivanType Vehicles. Through this process two contracts were awarded to two different vendors, each representing a vehicle manufacturer.

This Order Packet is for Contract #TRIPS-19-MV-FTS, which was awarded to Florida Transportation Systems Inc. June 2, 2020 to provide Braun Minivan Type Vehicles in various lengths and on various chassis' and chassis sizes.

This Order Packet contains the necessary instructions and forms for agencies to place an order with Florida Transportation Systems Inc. to purchase these vehicles. This Order Packet also provides guidance and clarity on the relationships between the seller, the buyer, and Florida DOT's TRIPS program.

The complete Contract #TRIPS-19-MV-FTS is accessible from the TRIPS website <http://tripsflorida.org/> and contains the following sections:

- **Part 1** - General Requirements and Conditions, and Contractual Provisions  
*(Including all U.S. DOT Federal Transit Administration certifications)*
- **Part 2** - Technical Specifications
- **Part 3** - Options
- **Part 4** - Quality Assurance Provisions
- **Part 5** - Warranty Provisions
- **Part 6** - Paint Schemes

For further information on the TRIPS program and Contract #TRIPS-19-MV-FTS, please contact either Carlton Allen (850-921-7345) or Lazara Stinnette (813-974-0695) at the University of South Florida, Center for Urban Transportation Research (CUTR).

### **Vendor Information**

To place an order for a vehicle under Contract #TRIPS-19-MV-FTS, contact Robert Frick at Florida Transportation Systems Inc.:

- **Address:** Florida Transportation Systems Inc.  
7703 Industrial Lane, Tampa Fl. 33637
- **Telephone #:** (800) 282-8617 ext. 330
- **Fax #:** (813) 347-9822
- **Email:** [rfrick@fts4buses.com](mailto:rfrick@fts4buses.com)
- **Contact Person:** Robert Frick, Commercial Sales

### **Procedures for Ordering**

The following sections provide guidance to be used by the vendor and the agencies in the ordering, delivery, acceptance and payment for vehicles procured under this contract. All parties are advised to fully review the full contract document available on the TRIPS website. Contract #TRIPS-19-MV-FTS will be the governing document.

Agencies should understand that each order placed with and acknowledged by Florida Transportation Systems Inc. constitutes a contract between the purchaser and Florida Transportation Systems Inc. only. The contract implies no duties or responsibilities by the University of South Florida, Center for Urban Transportation Research, or the Florida Department of Transportation. The terms and conditions of this contract are to be administered and enforced by and between the ordering agency and the vendor.

## **ORDERING INSTRUCTIONS**

Agencies must utilize the order forms in this Order Packet to place their orders. Agencies are encouraged to contact and work closely with Florida Transportation Systems Inc. in finalizing their orders, to fully understand the options available, to select the floor plans and seating selections, the paint schemes, and any special options or conditions that may impact the final order and purchase price. Please submit a separate order form for each type vehicle ordered.

Contract #TRIPS-19-MV-FTS is to provide Braun Minivan Type. Among the standard components of this vehicle(s) are:

- Dodge and Chrysler chassis'
- Wheelchair ramp
- Standard electrical system

- Many other options

Most agencies already have an idea on the type and number of seats and wheelchair positions needed to meet their floor plan requirements. Agencies should work closely with Florida Transportation Systems Inc. to develop and finalize their floor layout plans. Based upon this consultation, Florida Transportation Systems Inc. will develop a proposed floor plan based on the Agency's needs and transmit a copy of the plan to the Agency for verification and approval.

The Order Packet also includes illustrations of the basic vehicle paint schemes and a description of the available options to assist the Agency in completing their orders.

Included in this Order Packet are the following forms and information:

- Order Form that provides:
  - Base vehicle prices
  - Unit seating and wheelchair station prices
  - Paint scheme options and prices
  - Individual option and prices
- Anticipated Usage form
- Description of Options
- Available Paint Schemes

Please submit a separate order form for each type vehicle ordered. After determining the length of bus, floor plan, paint scheme and desired individual options, complete the order form by placing the number of items in the corresponding quantity column. Multiply the dollar figure in the cost column by the number of items in the quantity column to calculate a total cost for that item. Enter that amount in the total cost column. Add the total cost column amounts together to arrive at the grand total for the vehicle. The grand total will be the figure used on the Agency's purchase order.

***Unless your vehicle is funded in part by the FTA Section 5310 grant program, the Agency deals directly with Florida Transportation Systems Inc.***

Once the details of the order are finalized, an Agency purchase order must accompany all orders placed with Florida Transportation Systems Inc. for those vehicles not funded by the FTA Section 5310 grant program.

***For all vehicles funded through the FTA Section 5310 grant program, a copy of the***

completed order form and either an Agency purchase order or a check for the Agency's portion payable to Florida Transportation Systems Inc. must be emailed, faxed, or mailed to the CUTR 5310 Administrative Specialist:

Ms. Lazara Stinnette  
TRIPS 5310 Administrative Specialist USF-  
CUTR  
4202 E. Fowler Avenue – CUT100  
Tampa, Florida 33620  
Telephone: (813) 974-0695  
Fax: (813) 396-9345  
Email: [lstinnette@cutr.usf.edu](mailto:lstinnette@cutr.usf.edu)

The TRIPS 5310 Administrative Specialist will verify the order accuracy, complete the request for the FDOT share, and forward the request to Tallahassee for the FDOT purchase order. When the FDOT purchase order number is assigned, the TRIPS 5310 Administrative Specialist will place the order with Florida Transportation Systems Inc. and notify the Agency of its status.

Florida Transportation Systems Inc. will provide written confirmation to the Agency and/or CUTR of the receipt of the order within seventy-two (72) hours of receiving the order with purchase order. At a minimum, the acknowledgement of the order will contain:

- The Agency's purchase order number
- The date the order was received
- The date the order was placed with the manufacturer
- The production and VIN number when available
- The estimated delivery date (when available)

## **DELIVERY**

Completed units must be delivered to Agency within ninety (90) days from receipt of chassis or purchase order, whichever occurs last.

In the event of delay in completion of the delivery of vehicles beyond the date specified in the contract, in addition to any granted extensions agreed to in writing by the Agency, the Agency may assess as liquidated damages, twenty five dollars (\$25.00) per calendar day per vehicle.

Each vehicle purchased through the TRIPS shall be routed to the FDOT's Springhill Inspection Facility, located in Tallahassee, Florida, for an inspection prior to delivery to Florida Transportation Systems Inc.

Florida Transportation Systems Inc. should see that all noted write-ups are corrected prior to final delivery to the procuring agency. This inspection by the TRIPS is not represented as being "all inclusive" and in no way relieves the dealer from the required Pre-Delivery

Inspection (PDI).

Prior to the vehicle(s) being delivered, Florida Transportation Systems Inc. must perform a PDI. Upon completion of a PDI, Florida Transportation Systems Inc. will be required to deliver the vehicles to the Purchaser. The dealer shall notify both the purchasing Agency and the FDOT District Office a minimum of 48 hours in advance to arrange a delivery time.

The vehicle shall be delivered with all Contractor/manufacturer's quality control checklists including road test and final inspection (properly completed and signed by an authorized plant representative). Other documents/items required at delivery include:

- Copy of Manufacturer's Certificate of Origin
- Application for Certificate of Title
- Bill of Sale
- Warranty Papers (forms, policy, procedures)
- Maintenance Schedule
- Operators' manual
- Invoice (To include contract number, P.O. number, VIN#, and agency name)

### **FINAL ACCEPTANCE**

Delivery of the vehicle(s) by Florida Transportation Systems Inc. does not constitute acceptance by the Agency. The vehicle will be considered "accepted" upon passing the inspection and once the Agency accepts the vehicle in the vehicle DATACenter. Once accepted, the DATACenter will automatically issue a letter of acceptance to the Dealer and the CUTR staff.

The terms of the contract state that an Agency has ten (10) calendar days after receiving the vehicle(s) to perform a Post Delivery Inspection and issue either a "Letter of Acceptance" or a "Letter of Rejection" to Florida Transportation Systems Inc. and the Florida DOT District Office contact. The "Letter of Rejection" will state and describe the areas to be found in noncompliance with the bid specifications, incompleteness, or any defective or damaged parts. Both of the letters are issued as a function of the DATACenter.

A vehicle should be rejected if any items are missing, defective, altered, incorrect, or incomplete. In the event a vehicle(s) is delivered incomplete or contains any defective or damaged parts, the said parts will be removed and replaced by Florida Transportation Systems Inc. New parts will be furnished and installed by Florida Transportation Systems Inc. at no cost to the Agency. If there is work involved, warranty or otherwise, to repair or place the vehicle(s) in proper complete condition, such repairs will be made by an approved firm in accordance to the warranty provisions of the contract. Placing the vehicle(s) in revenue service will automatically constitute "acceptance". In such circumstances, a "Letter of Acceptance" should still be issued to Florida Transportation

Systems Inc. via the DATACenter. Acceptance of the vehicles shall not release the Contractor from liability for faulty workmanship or materials.

## **PAYMENT**

***For vehicle purchased without funding from the FTA Section 5310 grant program,*** the Agency should complete all necessary paperwork and submit its request to process the Agency purchase order payment within five (5) days after the delivery and/or acceptance of the vehicle.

***For all vehicles funded through the FTA Section 5310 grant program,*** the Agency should approve and process its purchase order to allow a check for the Agency amount to be sent to Florida Transportation Systems Inc. for its share of the vehicle. If, instead of a purchase order, a check was provided at the order request time, forward all invoices to the CUTR 5310 Administrative Specialist along with a copy of the acceptance letter.

Upon receipt of the Agency's portion of the vehicle, Florida Transportation Systems Inc. will contact the CUTR 5310 Administrative Specialist with a request to process the FDOT purchase order payment approval.

***The total purchase price should be paid in full within sixty (60) days after acceptance of each vehicle.*** Agencies should note that failure to meet the net 60-day payment terms could result in the assessment of interest and other penalties. Terms are those shown in Price Proposal Form E of the contract document. A 2% monthly service charge will be added to all past due accounts.

# EXHIBIT A

## ORDER FORM

### ORDER FORM

#### CONTRACT # TRIPS-19-MV-FTS

**ADA Compliant Lowered Floor Minivan**

**Florida Transportation Systems, Inc.**

**AGENCY NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PURCHASE ORDER NUMBER:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_  
(Name, Telephone Number and Email Address)

### **Dodge Grand Caravan / Chrysler Voyager**

June 2, 2020

Item	Item Price	Quantity	Total
<b>Base Vehicle Type</b>			
ADA Compliant Dodge Grand Caravan SE 6,050 GVWR 202.5 Inches 3.6 L V-6 Gas	\$43,316		
ADA Chrysler Voyager L 6,055 GVWR 202.5 Inches 3.6 L V-6 Gas ( <b>Currently Unavailable</b> )	\$48,092		<b>Currently Unavailable</b>
<b>Paint Choices</b>			
White			
Paint Scheme A	\$250		
Paint Scheme B	\$350		
Paint Scheme C	\$425		
<b>Other Options</b>			
Bumper to Bumper Warranty 5-year 100,000 Miles	\$3,338		
Bumper to Bumper Warranty 5-year 150,000 Miles	\$4,800		
Bumper to Bumper Warranty 5-year 200,000 Miles - <b>N/A for Voyager</b>	\$8,300		
Bumper to Bumper Warranty 7-year 150,000 Miles	\$6,300		
Two (2) Person Foldaway Seat	\$985		
Additional 12-Volt Accessory Outlet	Standard		
Alternative Wheels - Caravan	\$505		

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Office of Freight, Logistics and Passenger Operations

*Order Packet*

Alternative Wheels - Voyager	\$905		
Driver's Protection Partition	N/A		
Seat Belt Extensions (beyond the two that are standard).	\$25		
Full-Size OEM Spare Wheel and Tire Assembly – Caravan <b>(1 is standard) Price is for additional spare</b>	\$222		
Full-Size OEM Spare Wheel and Tire Assembly – Voyager <b>(1 is standard) Price is for additional spare</b>	\$422		
Permanent Mount, Front Passenger Seat	\$25		
SURE-LOK Titan Wheelchair Restraint System	\$290		
Q'straint QRTMAX Wheelchair Restraint System <b>(2 sets standard) Price is for additional tie downs</b>	\$264		
WC-18 Compliant Tie Down System	\$456		
Original Fabric Seats <b>(cost deduct)</b>	(\$300)		
Nanocide Seat Fabric	\$310		
Reverse Camera and Backing Monitor System	Standard		
Reverse Assistance System	\$125		
Power Rear Sliding Doors - Caravan	\$960		
Power Rear Sliding Doors - Voyager	\$3,311		
Electrically Powered Wheelchair Ramp – Caravan <b>Requires power sliding door</b>	\$2,031		
Electrically Powered Wheelchair Ramp - Voyager	N/A		
Manual In-floor Wheelchair Ramp	\$2,350		
Liftgate Strap	\$55		
Striker Covers (Pair)	\$55		
AngelTrax Vulcan Series 6, Two (2) Cameras, 1 TB	\$1,610		
AngelTrax Vulcan Series 6, Four (4) Cameras, 2 TB	\$2,690		
REI HD5 Two (2) Cameras, 1 TB	\$1,820		
REI HD5 Four (4) Cameras, 2 TB	\$2,900		
Seon TH4 Two (2) Cameras, 1 TB	\$1,990		
Seon TH4 Four (4) Cameras, 2 TB	\$3,070		
Apollo Roadrunner Two (2) Cameras, 1 TB	\$3,243		
Apollo Roadrunner Four (4) Cameras, 2 TB	\$3,923		
Safety Vision 4112, Two (2) Cameras, 1 TB	\$1,810		
2 TB DVR Hard Drive	\$350		
Additional Camera, Any System	\$240		
GPS Antenna	\$200		
<b>GRAND TOTAL</b>			

## CHOICES FORM

### CONTRACT #TRIPS-19-MV-FTS

#### Braun Lowered Floor Minvan

#### SEATING AND FLOORING CHOICES

**Seating Colors:** (circle one) Gray Charcoal Blue

**Flooring Colors:** (circle one) Black Gray Beige Blue

**Paint Scheme:** (circle one) #1 #2 #3 Other

**Paint Schemes Note:** If an agency requires a paint and lettering scheme that is NOT GENERALLY covered by one of those listed above, they may make separate arrangements either with the manufacturer or a local vendor to provide these services. Agencies will select colors (2) for background and stripes when orders are placed. All paint scheme pricing shall reflect white base coat.

#### *Upholstery Information-Vinyl Colors Available:*

#### Limestone Gray Vinyl - STANDARD

BLUE CMI VINYL #119 Dimensions Nanocide Late Evening

CHARCOAL CMI VINYL #120 Dimensions Nanocide Charcoal

#### WHEELCHAIR RAMP CHOICE

**Wheelchair Ramp:** (circle one) Braun

#### SECUREMENT RETRACTOR CHOICE

**W/C Securement:** (circle one) Sure-Lok Titan Q'Straint QRTMAX

## ANTICIPATED USAGE

### Service Type: (check all that apply)

**Fixed Route:** Services provided on a repetitive, fixed schedule basis along a specific route with vehicles stopping to pick up and deliver passengers to specific locations; each fixed route trip serves the same origins and destinations

**Paratransit:** Shared use transit service operating in response to calls from passengers or their agents to the transit operator, who schedules a vehicle to pick up the passengers to transport them to their destinations

**Shuttle/Deviated Fixed Route:** Transit service that operates along a fixed alignment or path at generally fixed times, but may deviate from the route alignment to collect or drop off passengers who have requested the deviation

**Estimated days in service per week** \_\_\_\_\_

### Operating Environment (check all that apply)

City Streets \_\_\_\_\_

Highway \_\_\_\_\_

Parking Lot/Airport Shuttle \_\_\_\_\_

Retirement Campus \_\_\_\_\_

Combination City/Highway\_\_\_\_\_

College Campus \_\_\_\_\_

Other \_\_\_\_\_

### Operational Equipment (check all that apply)

#### Using Now

#### Will put on these buses

#### Will add in the future

Destination Signs-----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fare Box-----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Routing equipment-----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Camera System-----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Passenger counter-----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## **EXHIBIT C OPTIONS**

**#TRIPS-19-MV-FTS**

**Please provide an option and pricing for items listed below:**

### **3.1.0 ALTERNATIVE ENGINE, HYBRID OR MULTI- FUEL**

- 3.1.1 Hybrid drive system and/or alternative fueled engines meeting current EPA requirements in place of the standard gasoline engine. Engine must meet standards described in Part 2, Section 2.2.2.
- 3.1.2 Manufacturers Extended Warranty, identifying extended terms for the OEM Chassis, Vehicle Manufacturer, Wheelchair Ramp and including any other facets of vehicle to be covered.

### **3.2.0 WHEELS**

- 3.2.1 Alternative wheels in lieu of standard wheels.
- 3.2.2 Full-size OEM spare wheel and tire assembly.

### **3.3.0 ELECTRICAL**

- 3.3.1 An additional 12-volt accessory outlet located in the rear passenger compartment.

### **3.4.0 DOORS**

- 3.4.1 Power rear sliding doors.

### **3.5.0 Driver Protection Partition**

- 3.5.1 A driver protection partition.

### **3.6.0 SEATS, BELT EXTENSIONS, & SEAT UPHOLSTERY**

- 3.6.1 Permanent mount front passenger seat.
- 3.6.2 A two (2) person foldaway seat.
- 3.6.3 Additional seat belt extensions (beyond the two that are standard).
- 3.6.4 Nanocide seat fabric.

### **3.7.0 MIRRORS**

3.7.1 Reverse camera and monitor backing system.

### **3.8.0 BUMPERS**

3.8.1 Reverse Assistance System.

### **3.9.0 WHEEL CHAIR RAMP**

3.9.1 Electrically operated wheelchair ramp.

### **3.10.0 SECUREMENT DEVICES**

3.10.1 SURE-LOK Titan restraint system.

3.10.2 Qstraint QRT-MAX restraint system.

### **3.11.0 SAFETY EQUIPMENT**

3.11.1 Camera systems priced per system and identified by manufacturer's specific models and part numbers.

AngelTrax Vulcan Series 6, Two (2) Cameras, 1 TB

AngelTrax Vulcan Series 6, Four (4) Cameras, 2 TB

REI HD5 Two (2) Cameras, 1 TB

REI HD5 Four (4) Cameras, 2 TB

Seon TH4 Two (2) Cameras, 1 TB

Seon TH4 Four (4) Cameras, 2 TB

Apollo Roadrunner Two (2) Cameras, 1 TB

Apollo Roadrunner Four (4) Cameras, 2 TB

Safety Vision 4112, Two (2) Cameras, 1 TB

2 TB DVR Hard Drive

Additional Camera, Any System

GPS Antenna