PROCUREMENT UNIT

August 31, 2020

RFP Number: 9462.1. **Electrification of School Buses** Ouestions due: 09/11/20Due Date: October 6, 2020 Due Time: 2:00 P.M.

To: Prospective Respondents:

The purpose of this Request for Proposal (RFP) is to solicit proposals from established companies who have the experience capability and resources necessary to provide a provide a turnkey budget neutral school bus electrification program for Montgomery County Public Schools (MCPS) diesel school bus fleet. This program will include providing the vehicles, charging infrastructure, operations management and all other necessary services to Montgomery County Public Schools (MCPS) Department of Transportation.

Please respond according to the instructions provided in the attached RFP documents. Submissions must be received on or before 2:00 p.m., on October 6, 2020. Submissions received after this date and time will not be considered. Submittals shall be delivered in a sealed opaque envelope with the RFP number, due date and time indicated in the lower left corner of the envelope. Submissions shall be delivered to Montgomery County Public Schools Procurement Unit, 45 West Gude Drive, Suite 3100, Rockville, Maryland 20850.

The contractor must submit one (1) original, one (1) redacted copy, one (1) electronic version on CD or flash drive and three (3) separate copies of the proposal. The submission must be signed by an official having authority to contract with MCPS. The firm and official's name shall be used. This solicitation does not commit the district to pay any costs incurred in the submission of proposals or guarantee that an award will be made.

In the event of emergency closing of the MCPS Board of Education offices, this RFP will open at the same time on the next regular working day.

Sincerely,

Ingela Mc Lutoch Dains

Angela McIntosh Davis, Team Leader **Procurement Unit**

AMD:lb Enclosure