

WEST HILLS COMMUNITY COLLEGE DISTRICT
275 Phelps Avenue, Coalinga CA 93210

REQUEST FOR PROPOSALS
RFP #2223-011



Skills Valley
Truck Driver's Training School

ces:

Vehicle cab Instruments and controls
Fuel System, Lubrication, Coolant and Electrical System

Vehicle Inspection

Pre-trip, En Route, and post-trip Inspections
Tire Inspection, Wheels, Tires, lug nuts including Mud Flaps/Splash Guards
Tread Design/applications/Tire wear/Inflation
Braking, Steering, Suspension, Exhaust and Coupling System Inspection
Leaks – Oil, water, fuel, air
Frame, Suspension, and Axles
Engine Air Intake and Exhaust
Cargo Inspection, load securement
Vehicle Condition Report

Basic Control

Start, Warm- à(d)]TJ 0 Tc 0 Tw ()Tj 0.002 Tc -0.01 Tw 0.36 9.13 ()Tj Off.002 Tw ()Tj -.0021.67 [(T

Speed, weight, and brake response times
Shipping documents

Space Management

Rural, Urban, and Freeway driving
Space Ahead, Behind, Side, Overhead, Below
Turning Space requirements
Scanning Road Ahead/Proper use of Mirrors and adjustments

Speed Management

Maximum Speed and Stopping Distance
Driving on Various Road Surfaces/Wet Conditions
Curve Safely and high center of gravity
Driving on Hills
Work Zones, Driving Safety
Visibility, Speed, and Traffic

Night Driving

Night Driving Factors, Procedures, and Adjustments
Caffeine usage and concerns, continuous driving hours

Extreme Driving Conditions

Starting Engine in Cold Weather
Bad Weather Operating Hazards and Driving in Bad Weather
Driving in Cold/Hot Weather/Desert

referrals and assist with job placement services to students who have successfully completed the program. Services shall include:

- A. Assess students' knowledge and driving skills, matching employer need for placement,
- B. Assist students in selecting CDL job type,
- C. Identify employer job type that match students' profile,
- D. Practice mock interviewing techniques to increase job attainment, and
- E. Provide leads on job opportunities and potential employment.

Target Training Goals/Outcomes: The awarded Contractor shall be reviewed anytime they do not reach the "targeted" goals/outcomes for the programs as defined below:

- i. Successful Training completion minimum rate of 85% completers.
- ii. Placement into training related occupation minimum of 75% of completers.

<https://www.westhillcollege.com/district/departments/business-services/purchasing/> by 5:00 p.m.

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3. *Clients:* Provide names, addresses and contact information of three (3) current or past clients within 3 years.
4. *Plans and Approach:* Please describe your organization's plans and approach in the following areas:
 - a) Please provide a brief description detailing your success rate with finding students permanent/part-time employment after completing your course.
 - b) Please describe your company's ability to maintain confidentiality of Student Records.
 - c) Please describe your company's ability to track and document student progress and communicate status to WHCCD program staff.
 - d) Please provide a list of qualified/certified Driving Instructors within your organization and include a brief background as it relates to this program.
 - e) Please provide a plan in the event the primary Instructors are unavailable.
 - f) Please list the number of trucks and types of trucks utilized in the training program including the year, make and model.
 - g) Please provide a plan in case of repair or breakdown of equipment during training periods.
5. *Proposed Costs:* Provide your proposed per-student cost for the Truck Driving School. It is important that you provide your fees per-student so WHCCD can evaluate your proposal.
6. *Debarment:* Provide a signed and dated statement your company has not been debarred from providing services to any State or Federal Agency within the last five (5) years. If your firm has been debarred, provide background information and reason for the debarment for review.
7. *Additional Documents:*

Selection Criteria

Recommendations for selection will be based on the following weighted criteria:

<u>Criteria</u>	<u>Points</u>
I. Company Information	10
II. Knowledge & Experience	30
III. Plans and Approach	40
IV. Proposed Cost	10
V. Interviews (if applicable)	10

Submittal Checklist

Proposal

- Company Information
- Knowledge and Experience
- Clients
- Plans and Approach
- Proposed Costs
- Debarment

Exhibit A – Certificate of Non-Discrimination

Exhibit B – Non-Collusion Affidavit

Exhibit C – Agreement to Terms and Conditions

OTHER CONDITIONS AND REQUIREMENTS

1. TERM AND AGREEMENT

The Agreement shall become effective as of the date of its execution and shall continue in effect

The District shall in no event be responsible for the cost of preparing any Proposal in response to this RFP. The sole responsibility for compliance with the requirements of this RFP lies with each Bidder submitting a response. Each Bidder is solely responsible for costs in preparing a response to this RFP and any and all other activities associated with same.

7. CONFIDENTIALITY

All information provided through this RFP and ensuing process will be held in confidence and will not be revealed nor discussed with any competitor until final execution of the contract(s). At that time, all documents related to this process become public records, subject to production pursuant to the California Public Information Act, except for those portions of the documents clearly marked by the Bidder as being propriety information or trade secrets and which concerns are reasonable. Pricing information shall not be considered proprietary under any circumstances, notwithstanding such an assertion by the Bidder in its submittals.



Addendum duly issued, and a copy of such Addendum will be made available via the District's Purchasing site . No person is authorized to make any oral interpretation of any provision in the Contract Documents, nor shall any oral interpretation be binding on the District. Please see "Project Specific Dates" for specific deadline dates and times. Any correspondence sent other than as specified above, may not be received or responded to by the District.

EXHIBIT B – NON-COLLUSION AFFIDAVIT

TO BE EXECUTED BY BIDDER AND SUBMITTED WITH PROPOSAL

_____, being first duly sworn, deposes and says that he or she is _____ of the party making the foregoing Proposal that the c17.6 (h)-

EXHIBIT C – AGREEMENT TO TERMS AND CONDITIONS

Each Bidder must state below whether it accepts the attached Agreement (Attachment A) and its attachments (if any) (“Agreement”). Any exceptions must be included, if at all, with Bidder’s Proposal submission.

NOTE: Exceptions taken to terms and conditions may be a negative factor in evaluation of Bidder’s Proposal or disqualification.

Initial the Appropriate Choice, below:

____ Bidder accepts the form of Agreement without exception .

OR

____ Bidder proposes exceptions/modifications to the form of Agreement. If this choice is selected, Bidder shall include all of the following:

- 1. Summarize any and all exceptions to the Agreement.
- 2. Provide written explanation to substantiate each proposed exception/modification.

BIDDER _____
(Type or print complete legal name of Bidder)

BY _____ Date _____
(Signature)

Name _____

