

## Scope of Work

### **I. Scope of Solicitation**

### **II. Instructions to Offerors**

### **III. Scope of Work / Specifications**

#### **I. SCOPE OF SOLICITATION**

Clemson University is seeking bids for the charter of buses for the Emerging Scholars Summer Program 2014.

#### **II. INSTRUCTIONS TO OFFERORS**

Regardless of specific requirements below or in this document, Offerors are required to submit their proposal electronically through the Clemson University online bidding system. To do so you must login (registering first) at <https://sciquest.ionwave.net/prod/default.aspx?company=clemson>, and follow specific instructions for this solicitation. You should register several days in advance of the bid closing date so you can be approved and login in time to submit a response.

Offerors are to attach a separate document that details breakout cost of travels per trip and date. A total lump sum price is to be entered into buyWays on Line #1.

#### **III. SCOPE OF WORK / SPECIFICATIONS**

- All buses must be 55-passenger late models, low mileage MCI's or better.
- Clemson University reserves the right to conduct a vehicle inspection prior to awarding the bid.
- All buses must be restroom equipped and air-conditioned.
- All buses must be properly and regularly maintained, including rest rooms.
- All bus drivers are to be under the direction of a lead driver who will drive the lead bus.
- All rest stops, meal stops, and travel arrangements are to be designated by the band directors.
- All buses are to be available for loading at the Brooks Center for Performing Arts in Clemson, SC, one hour prior to the departure.
- All buses are to travel as a convoy at all times.

- All buses are to be owned and operated by a single bus company.
- Back-up equipment for breakdowns is to be arranged in advance.
- **Bids must include for relief drivers if needed and/or required by law.**
- A recognized driver's training program must certify all drivers. Documentation must be provided.

**Schedule for Bus Travels 2014:**

Wednesday, 6/11: Hampton to Clemson via Bamberg (1 50 passenger bus)

Friday, 6/13: Hampton to Clemson via Bamberg (1 50 passenger bus)

Sunday, 6/15: Clemson to Hampton via Bamberg (1 50 passenger bus)

Wednesday, 6/18: Clemson to Greenville and Spartanburg and back (1 50 pass bus)

Thursday, 6/19: Clemson to Hampton via Bamberg (1 50 passenger bus)

Sunday, 6/22: Hampton to Clemson via Bamberg (1 50 passenger bus)

Friday, 7/4: Clemson to Hampton via Bamberg (1 50 passenger bus)

Sunday, 7/13: Hampton to Clemson via Bamberg (1 50 passenger bus)

Thursday, 7/25: Clemson to Atlanta (Morehouse College) and back (1 50 passenger bus)

Saturday, 8/2: Clemson to Hampton via Bamberg (1 50 passenger bus)

---