BID# 27-004 Band – Buses To & From Atlanta Airport

Troy University is accepting bids motor for Troy University's Band to travel to Atlanta, GA, on behalf of the Sound of the South Marching Band. All proposals will be reviewed in terms of quality versus costs. Troy University reserves the right to accept or reject proposals in accordance with the Code of Alabama 1975, Title 41 Chapter 16. The University also reserves the right to reject any and all bids and to waive all formalities if it is deemed in the best interest of the University to do so. This bid may be cancelled at any time if funding becomes unavailable or for any other reason deemed necessary. Please note, Troy University is tax exempt.

The awarded vendor is required to provide a performance bond for 10% of the contract amount (mandatory requirement). The awarded vendor will receive an authorized University purchase order following the receipt of the performance bond. No goods can be delivered and no work is to begin without an official Troy University purchase order. If a performance bond is not received, the bid will be rejected and awarded to the next lowest responsible bidder.

ALL BID RETURNS MUST HAVE THE BID NUMBER, TIME AND OPENING DATE CLEARLY MARKED ON THE OUTSIDE OF THE ENVELOPE. ANY BID RETURN NOT CLEARLY MARKED WILL NOT BE CONSIDERED.

NO EMAILED BIDS WILL BE ACCEPTED

The bid quote provided by your company should be valid for a minimum of 60 days from the date of the submission.

Dates:

Questions due: November 13, 2026 10AM CST
Submissions Due: November 24, 2026 2PM CST
Award Date: (Tentative) December 8, 2026

Specifications

- 2016 model or newer
- Buses must be COMPANY OWNED – **NO contract work**
- Restrooms on board, clean and working upon arrival
- Heat & Air in working condition
- TV/DVD, wireless access, all screens must be in working order
- Satellite TV
- Drinks, food, & coolers allowed
- Overhead & under storage compartments (standard)- must be lockable
- Driver must be uniformed & an employee of the awarded bus company
- **Wi-Fi on board and strong enough to accommodate ALL passengers at once**
- Bus company pays all tolls and parking fees and is responsible for finding parking

- Clean & Operational Restrooms
- Wireless Internet, In- Motion Satellite TV & DVD (for ALL students)
- Electrical Outlets
- Driver must be uniformed and an employee of the bus company.
- TROY reserves the right to make schedule changes to accommodate team travel: Awarded company will be informed ASAP

Insurance Requirement

The successful Contractor shall procure and maintain, at its expense, the following minimum insurance coverage's insuring all services, work activities and contractual obligations undertaken in this contract. These insurance policies must be with insurers acceptable to the University.

Successful bidder will be required to furnish policies or certificates of insurance, with Troy University, its Board of Trustees, Faculty, Staff, and agents named as additional insured, as follows:

1. Workman's Compensation – Statutory
   a. Employer's Liability - $1,000,000.00

2. Comprehensive General Liability
   a. General Aggregate - $1,000,000.00
   b. Products-Complete - $1,000,000.00
   Operations Aggregate
   c. Personal & Advertising - $1,000,000.00 injury
   d. Each occurrence or single limits of - $1,000,000.00

3. Automobile Liability
   a. Bodily injury - $1,000,000.00 Each Person $1,000,000.00 Each Occurrence
   b. Property damage or combined single $1,000,000.00 each occurrence limit of $1,000,000

The successful Contractor agrees to furnish Certificates of Insurance for the above-described coverages and limits to Troy University Division of Purchasing & Troy University Risk Management Department, within 10 (ten) days.

An Umbrella Policy naming Troy University in the amount of $5 million of additional coverage may also be requested, please notify TROY should this requirement be made mandatory. Note all additional costs, if any, to the University.

Pricing Proposal

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Departure Trip

Group Total	Departure Date	Departure Time	Destination	Arrival Time	Price
12	12/28/2026	5:00 AM CST	Atlanta, GA	9:00 AM EST	
54	12/28/2026	9:00 AM CST	Atlanta, GA	1:00 PM EST	
131	12/28/2026	1:30 PM CST	Atlanta, GA	5:30 PM EST	
Total Price for Trip		$			

Return Trip

Group Total	Departure Date	Departure Time	Destination	Arrival Time	Price
12	1/4/2027	7:00 PM EST	Troy, AL	9:00 PM CST	
131	1/4/2027	10:00 PM EST	Troy, AL	12:00 AM CST	
54	1/5/2027	1:00 AM EST	Troy, AL	3:00 AM CST	
Total Price for Trip		$			

The University reserves the right to award to multiple vendors, depending on what is in the University's best interest. The Awarded Bus Vendor must provide a back-up plan in the event of a break-down. They must also provide cell phone contact numbers for bus drivers to provide emergency service. TROY reserves the right to approve and/or reject drivers. TROY will pay for the driver's room during overnight travel.

Points of Contact:

Troy University Purchasing
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