

**Request for Proposals  
Mustangs Bus Travel – 2009**

**Sealed proposals will be received until 2:00 p.m. on Tuesday, November 25, 2008, by the Martinsville Mustangs of the Coastal Plain Baseball League, to contract with a firm for Motor Coach Services for games during the 2009 summer season. The team is requesting proposals based on the Travel Schedule included with this proposal. The Mustangs are requesting proposals for 54 passenger buses in excellent condition with a useable and clean bathroom; TV/DVD/VCR that are in good working order; air conditioning that is in good working order, and courteous drivers. The winning proposal must be able to provide all of these minimum requirements for each and every trip. All these requirements must be met before any bus will depart from Hooker Field for any trip. Should your company not meet any of these requirements the Martinsville Mustangs will expect a negotiated refund.**

**In your proposal you should include the following requirements:**

- 1. Total Amount for Each Trip (Individual Trips)**
- 2. Total Amount for the Entire Travel Schedule**
- 3. Method of Payment (Payment Schedule)**
- 4. Amount of Advertising you wish to do with the Mustangs**

**This proposal will be awarded based on the following selection Criteria:**

- 1. Ability to meet the above minimum requirements.**
- 2. Ability to provide services according to our travel schedule.**
- 3. Quality of the Buses and Drivers provided. Give details concerning the condition of the buses. Driver attitude is important. When possible, the City would like the preference to select a driver with a proven record of courtesy.**
- 4. Prices offered.**
- 5. Your company policy concerning the type of and rating of movies allowed to be watched during travel (i.e. G, PG, R)**

**Vendors are required to answer questions 1 through 4 under “requirements”, and also the “criteria” selection. Complete the enclosed requirement pages 3 & 4, and attach a separate sheet for criteria answers.**

**Include these 6 pages with any submittals.**

**Please return all proposals no later than 2:00 p.m. on Tuesday,  
November 25, 2008 p.m. Mail to:**

**City of Martinsville Purchasing Department  
PO Box 1112  
Martinsville, VA 24114-1112**

**Proposals also may be hand delivered, or sent by FedEx or UPS to:**

**City of Martinsville Purchasing Department  
Central Warehouse  
300 Fishel Street  
Martinsville, Va. 24112-3248**

**Proposals are to be submitted in a sealed envelope with the bidder's name, address, date and time to submit proposals. Please designate "Mustangs Coach Services" on the left hand corner of the envelope.**

**FAXES ARE NOT ALLOWED.**

**Should you have any questions concerning minimum requirements or selection criteria, contact General Manager Doug Gibson at (276) 632-9913. For information concerning procurement policies, contact Karen Mays, Purchasing Agent at (276) 403-5354.**

**The Martinsville Mustangs and the City of Martinsville have the right to accept or reject any and all proposals, to waive any informalities, and to award this proposal as determined to be in the best interest of the City of Martinsville and the Martinsville Mustangs.**

**A 2009 Travel Schedule is attached. Coach services may not be needed for every single or overnight trip. The Mustang organization will make a determination based on price figures given in this proposal.**

**PROPOSAL FORM  
MOTOR COACH SERVICES  
MARTINSVILLE MUSTANGS**

**TO: CITY OF MARTINSVILLE MUSTANGS  
MARTINSVILLE, VIRGINIA**

**The undersigned has carefully examined the General Requirements and hereby declares to furnish Coach Services in the manner described in this proposal request:**

**1. Total Amount for Each Trip (Single Day Trips) from Martinsville to**

- \$ \_\_\_\_\_ (Gastonia, NC, Sat. 5/30/09) Trip #1
- \$ \_\_\_\_\_ (Forest City, NC, Sat. 7/18/09) Trip#7
- \$ \_\_\_\_\_ (Gastonia, NC, Tue. 7/28/09) Trip #8

**2. Total Amount for Each Trip (Overnight Trips) from Martinsville to**

- \$ \_\_\_\_\_ (Outer Banks, NC, Wednesday, 6/10/09 to Edenton, NC, Thursday, 6/11/09) Trip #2
- \$ \_\_\_\_\_ (Forest City, NC, Monday, 6/15/09 to Gastonia, NC, Tuesday, 6/16/09 to Forest City, NC, Wednesday, 6/17/09, 2 nights, Trip #3
- \$ \_\_\_\_\_ (Forest City, NC, Saturday, 6/27/09 to Gastonia, NC, Sunday, 6/28/09) Trip #4
- \$ \_\_\_\_\_ (Gastonia, NC, Wednesday, 7/01/09 to Forest City, NC, Thursday, 7/02/09) Trip#5
- \$ \_\_\_\_\_ (Forest City, NC, Tuesday, 7/14/09 to Gastonia, NC, Wednesday, 7/15/09) Trip #6
- \$ \_\_\_\_\_ (Wilmington, NC, Friday, 7/31/09 to Fayetteville, NC, Saturday, 8/01/09) Trip #9

**3. Total Amount for the Entire Travel Schedule**

\$ \_\_\_\_\_

**4. Method of Payment (Payment Schedule)**

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**4. Amount of Advertising you wish to do with the Mustangs:**

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**Because of budget concerns, the City reserves the right to negotiate with the successful vendor concerning the travel schedule and determine which trips will need coach services and which ones will not. Individual costs are necessary to make this determination.**

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**Vendor name**

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**Mailing Address**

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**Phone Number**

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**Fax Number/Email Address**

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**Signature & Title**

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**Date**

**2009 Martinsville Mustangs Bus Travel**

**Trip #1**

**Saturday, May 30<sup>th</sup>  
Martinsville, VA to Gastonia, NC  
Depart Time – Noon  
Return Time – Approx. 1:30 AM**

**Trip #2**

**Wednesday, June 10<sup>th</sup> – Thursday, June 11<sup>th</sup>  
Martinsville, VA to Outer Banks, NC to Edenton, NC  
Depart Time – TBA  
Overnight Stay – TBA  
Return Time – Approx. 3:00 AM**

**Trip #3**

**Monday, June 15 – Wednesday, June 17<sup>th</sup>  
Martinsville, VA to Forest City, NC/Gastonia, NC  
6/15 - @ Forest City  
6/16 - @ Gastonia  
6/17 - @ Forest City  
(2) Night Stay at Microtel Inn in Gastonia, NC  
Depart Time – 11:00 AM  
Return Time (6/17) – Approx. 2:00 AM**

**Trip #4**

**Saturday, June 27 – Sunday, June 28<sup>th</sup>  
Martinsville, VA to Forest City/Gastonia, NC  
6/27 - @ Forest City  
6/28 - @ Gastonia  
(1) Night Stay at Microtel Inn in Gastonia, NC  
Depart Time – 11:00 AM  
Return Time (6/28) – Approx. 1:30 AM**

**Trip #5**

**Wednesday, July 1<sup>st</sup> – Thursday, July 2<sup>nd</sup>  
Martinsville, VA to Gastonia, NC/Forest City, NC  
7/1 - @ Gastonia  
7/2 - @ Forest City  
(1) Night Stay at Microtel Inn in Gastonia, NC  
Depart Time – 11:00 AM  
Return Time (7/2) – Approx. 2:00 AM**

**Trip #6**

**Tuesday, July 14<sup>th</sup> – Wednesday, July 15<sup>th</sup>**

**Martinsville, VA to Forest City, NC/Gastonia, NC**

**7/14 - @ Forest City**

**7/15 - @ Gastonia**

**(1) Night Stay at Microtel Inn in Gastonia, NC**

**Depart Time – 11:00 AM**

**Return Time (7/15) – Approx. 1:30 AM**

**Trip #7**

**Saturday, July 18<sup>th</sup>**

**Martinsville, VA to Forest City, NC**

**Depart Time – 11:00 AM**

**Return Time – Approx. 2:00 AM**

**Trip #8**

**Tuesday, July 28<sup>th</sup>**

**Martinsville, VA to Gastonia, NC**

**Depart Time – 12:00 PM**

**Return Time – Approx. 1:30 AM**

**Trip #9**

**Friday, July 31<sup>st</sup> – Saturday, August 1<sup>st</sup>**

**Martinsville, VA to Wilmington, NC/Fayetteville**

**7/31 - @ Wilmington**

**8/1 - @ Fayetteville**

**(1) Night Stay near Wilmington, NC**

**Depart Time – TBA**

**Return Time (8/1) – Approx. 2:00 AM**