

WASHTENAW COMMUNITY COLLEGE
Purchasing Department – Room SC326
RFP # 6875: 2026 Ford Bronco Sport Vehicles
RFP Due Date: July 01, 2026, 2:00pm EDT

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WASHTENAW COMMUNITY COLLEGE
Request for Proposal # 6875

2026 Ford Bronco Sport Vehicles

RFP Release Date: July 23rd, 2026.

Proposal Responses Due Date: Wednesday, July 01, 2026, at 2:00pm EDT.

Submit proposals electronically via email to:

Steven Hoekstra
Washtenaw Community College
pur@wccnet.edu

1.0 Proposal Invitation

Washtenaw Community College (“College” and/or “WCC”) seeks proposals from vehicle dealerships that can fulfill the deliverables as outlined in this RFP. The major goal of this project is to supply two (2), new Ford Bronco Sport Vehicles for the College’s automotive programs. Quantities are estimated and may be revised at the College’s sole discretion.

The purpose of this RFP is to assess the current availability of the selections outlined herein. The College, at its sole discretion, may consider the closest comparable substitution for award. The selected supplier will be able to provide all deliverables outlined in the RFP.

Response to this RFP confirms an understanding that this is *not* a contract or offer of business by the College. This request for proposal in no manner obligates the College to the eventual purchase of any products or services described, implied, or which may be proposed, until confirmed by written agreement, and may be terminated by the College without penalty or obligation at any time prior to the signing of an agreement, contract, or purchase order. In submitting a proposal, Supplier agrees that all materials associated with, attached to, or referenced by the submitted proposal will become the property of the College and may be incorporated into a subsequent contractual agreement between the successful Supplier and the College.

The College is not liable in any manner or to any extent for any cost or expense incurred by the Supplier in the preparation, submission, presentation, or any other action connected with proposing or otherwise responding to this RFP. Such exemption from liability applies whether such costs are incurred directly by the Supplier or indirectly through the Supplier’s agents, employees, assigns, or others, whether related or not to the Supplier.

The College reserves the right to reject any and all proposals and waive any irregularities. Proposals which fail to comply fully with any provisions of this document may be considered invalid and may not receive consideration. The College also reserves the right to negotiate terms and conditions of a contract with the chosen Supplier. The College reserves the right to award a contract based on any combination of the specifications described herein.

The awarded Supplier’s proposal response shall be subject to, and governed by the College’s Terms and Conditions for Product Purchase and Installation, located at <https://www.wccnet.edu/about/purchasing/purchasing-terms-products.php>, as a condition of award, and are hereby incorporated herein as a substantive part of the solicitation documents. In the event there is any conflict or inconsistency between the Terms & Conditions referenced in the RFP documents and those included in a Supplier’s Proposal response, Supplier’s quote, or listed on the Supplier’s website, the Terms & Conditions of the RFP documents shall govern. Proposal submissions must include all exceptions to the College’s terms and conditions of purchase. A purchase order signed by an authorized agent of the College is required to constitute acceptance of Proposal offer and offer terms and conditions of service. This RFP and any subsequently offered contracts will be governed by the laws of the State of Michigan. Any and all applicable valid executive orders, Federal, State or local laws, ordinances or rules or regulations shall apply to any contract if and when offered and are deemed incorporated herein.

As a public institution, the College is subject to the terms and conditions of the Freedom of Information Act. As required by law, any information submitted in response to this request for proposal could become public information. Suppliers responding to this proposal are cautioned not to include any proprietary information as part of their proposal unless such proprietary information is carefully identified in writing as such and accepted by the College as proprietary. Any documents submitted may be reviewed and evaluated by any person at the discretion of the College, including non-allied and independent Suppliers retained by the College now or in the future.

The College seeks to take possession of the vehicle(s) by July 30th, 2026.

Preference will be given to the suppliers who can meet the specifications provided or closest substitutes as determined by the College. Award of a contract will be based on the proposal whose offering best meets the needs of the College. Criteria for award of a contract include, but are not limited to: make, model, color, options, ability to provide required equipment, price, and deliverable timeline. The College reserves the right to request follow-up information such as questions, presentations, and demos prior to contract award.

2.0 Planned RFP Schedule

RFP Timeline:

RFP Issued: **June 23rd, 2026.**

Submission of Written Questions from Prospective Bidders: **Thursday, June 25th, 2026, by 2:00pm EDT.**

College will post Responses to Written Questions: **Friday, June 26th, 2026, by 2:00pm EDT.**

RFP Due Date: **Weds., July 1st, 2026, by 2:00pm EDT.**

3.0 Specifications/Requirements

1. It is expected that the vehicles requested are in new condition.
2. Please specify the manufacturer’s vehicle trim level in your submission, including vehicle interior package; condition & features; engine model; transmission; and drivetrain specifications.
3. Please include in cost proposal a total of at least **five (5) keys per vehicle**.
4. Please indicate the date when the vehicle will be available for final delivery to WCC’s Campus in Ann Arbor, Michigan.
5. At its sole discretion, the College reserves the right to make an award based on any individual specification or a combination of the desired specifications outlined below.

Item description:	Make: Ford Model: Bronco Sport Model year: 2026 Trim Package: Big Bend
Required features:	1.5L EcoBoost with Auto Start-Stop Technology 8-Speed Automatic Transmission 4x4 Ford Co-Pilot360 Assist+ Driver Assistance Technology SYNC 4 Ford Security Package (1-year included with activation) Ford Connectivity Package (1-year included)
Preferred features:	Exterior Colors: One (1) in Orange Fury Metallic Tri-Coat; One (1) in Azure Gray Metallic Tri-Coat. Black Appearance Package 17” Matte Black-painted Wheels 225/65R17 102H All-Season (A/S) BSW Tires Premium-Trimmed Seats – Ebony
Qty:	2 Vehicles
Shipping point:	FOB WCC, Pre-paid
Delivery:	WCC’s Campus in Ann Arbor, MI by July 30th, 2026.

4.0 RFP Requirements - General

The following requirements must be met when responding to this RFP. Dealer quote will be sufficient provided:

- License fees, maintenance fees, delivery & destination fees, additional professional service fees, consultation fees, all hardware, software, keys, key & accessory programming, and training costs required to meet the primary objectives as stated in this RFP have been included.
- A copy of the signed Signature Page is included

*Washtenaw Community College holds a tax-exempt status and shall not be charged any Federal or State taxes where allowed. Tax-exempt documentation shall be presented when required.

5.0 Submission Directions

- A. Proposals following the guidelines outlined in this document are due on or before **July 01, 2026, 2:00pm EDT.**

Submit proposals electronically via email to:

Steven Hoekstra
Washtenaw Community College
pur@wccnet.edu
RFP # 6875 – Ford Bronco Sport Edition Vehicles

Proposals submitted by methods other than those specified above will NOT be accepted.

- B. Submit **one (1) official distributor quote** and **one (1) signed copy of the Signature Page** in a single PDF format. *Faxed and mailed replies are not acceptable and will be rejected.* It is the responsibility of the vendor to ensure that proposals are received at the location stated above on or before the due date and time. The college's normal office hours are 8:00 a.m. to 4:30 p.m. EDST. The vendor assumes all responsibility for delivery to the location given above regardless of the method of shipment and delivery used and the time received to the specified location on campus.
- C. Questions must be addressed to Steven Hoekstra, Purchasing Agent, at pur@wccnet.edu. The deadline to submit questions is **Thursday, June 25th, 2026, at 2:00pm EDT.** All questions received by the deadline date will be posted with answers on the WCC Purchasing website <https://www.wccnet.edu/about/purchasing/bids-rfp.php> on or before **Friday, June 26th, 2026, 2:00pm EDT.**

SIGNATURE PAGE

This page must be signed and submitted with the proposal.

By virtue of submittal of a proposal, Vendor acknowledges:

- That all of the requirements of this RFP have been read and understood.
- That Vendor is presently not debarred, suspended, proposed for debarment, declared ineligible, nor voluntarily excluded from covered transactions by any Federal department or agency.
- Any responses, materials, correspondence, or documents provided to WCC are subject to the State of Michigan Freedom of Information Act and may be released to third parties in compliance with the Act.
- By signing below the Vendor warrants that the information submitted is complete and factual.
- The individual signing below has authority to enter into this on behalf of Vendor.
- Supplier agrees that in the event there is any conflict between the Terms & Conditions referenced in this RFP and those included or referenced in any response to this RFP, the Terms & Conditions referenced herein shall prevail.
- The bidder warrants that it has not been found in default or breach of any purchase order or contract in the previous 12 months

Company Name

Signature

Printed Name

Title

Address

City, State, Zip

Email

Phone

The Vendor agrees to comply with all applicable federal, state, local and College laws, rules and regulations in providing goods and services under this agreement.