



SEDGWICK COUNTY, KANSAS

DIVISION OF FINANCE

Purchasing Department

525 N. Main, Suite 823 ~ Wichita, KS 67203

Phone: 316 660-7255 Fax: 316 383-7055

<http://sedgwickcounty.org/finance/purchasing.asp>

REQUEST FOR BID

#15-0073

FOUR WHEEL DRIVE CREW CAB TRUCK

June 30, 2015

Sedgwick County, Kansas, will accept bids to select a vendor to provide one (1) FOUR WHEEL DRIVE CREW CAB TRUCK for Sedgwick County Fire District #1. It is anticipated that an official contract or purchase order will be issued after Board of County Commission approval of the recommended bid. It should be noted, however, that the County cannot guarantee the purchase of the product described herein.

Carefully review this Request for Bid. It provides specific technical information necessary to aid participating firms in formulating a thorough response. To ensure that vendors have complete information prior to submitting a bid, **a pre-bid meeting has been scheduled for July 7, 2015 beginning at 11:00 a.m. CDT at 1021 W. Stillwell St., Fleet Management**. Should firms elect to participate, one (1) complete original and one (1) electronic copy on CD or USB of the entire document with any supplementary materials must be completed and returned to:

Gunda Angelica
Sedgwick County Purchasing Department
525 N. Main, Suite 823
Wichita, KS 67203

SUBMITTALS are due NO LATER THAN 1:45 p.m. CDT, Tuesday, July 21, 2015. Late or incomplete responses will not be accepted and will not receive consideration for final award. The time stamp clock in the Purchasing Department will determine the time of receipt.

Bid responses will be acknowledged and read into record at bid opening which will occur at 2:00 p.m. CDT on the due date.

Gunda Angelica
Purchasing Agent

1. ABOUT THIS DOCUMENT

The nature of this request is for a public entity and will require the expenditure of public funds and/or use of public facilities, therefore the successful bidder will understand that portions (potentially all) of their bid may become public record at any time after receipt of bids. Bid responses, purchase orders and final contracts are subject to public disclosure after award. All confidential or proprietary information should be clearly denoted in bid responses and responders should understand this information will be considered prior to release, however no guarantee is made that information will be withheld from public view.

2. MINIMUM QUALIFICATIONS & GENERAL REQUIREMENT

The successful proposer must:

- 2.1 Have experience with the equipment and technical ability; and have personnel and facilities to properly complete, coordinate and administer the contract, if awarded.
- 2.2 Have proven ability to provide high quality service(s) and product(s) within the specifications, mandatory requirements, miscellaneous instructions and conditions as outlined in this and future related documents.
- 2.3 Provide product/services following all applicable federal, state, and local laws, regulations and ordinances.
- 2.4 Order must be delivered by December 15, 2015.

3. MINIMUM MANDATORY REQUIREMENTS AND SPECIFICATIONS

The following specifications are for the procurement of one (1) current model FOUR WHEEL DRIVE CREW CAB TRUCK, for Sedgwick County Fire District #1.

- 3.1 The vehicle supplied to meet this specification must be current standard production, new and unused; substantiated by current published literature and price sheets.
- 3.2 The manufacturer must be prepared to prove satisfactory experience in the design and manufacture of the type vehicle described herein. Service facilities staffed by qualified employees with adequate inventory of parts for repair service of vehicle must be located in the Wichita, Kansas area.
- 3.3 Units bid must meet or exceed industry or SAE standards. Standards used by societies that are not members of the American National Standards Institute will not be accepted.
- 3.4 After award and prior to delivery, an appointment must be made to deliver vehicle to Sedgwick County Fire Department, 1021 W. Stillwell St., Wichita, Kansas. Please contact Captain Brian Richey at 316-660-3440.
- 3.5 Delivery of vehicles must be FOB to 1021 W. Stillwell St., Wichita, KS, Attn: Captain Brian Richey. Contact phone number is 316-660-3440.
- 3.6 Sedgwick County Fire Department will not accept ownership until vehicles have been inspected for compliance with specifications below and Manufacturer’s Statement of Origin (MSO) has been delivered.
- 3.7 Maintenance manuals to be invoiced separately.
- 3.8 Provide all warranty information.
- 3.9 **Sedgwick County Fire District has approved Chevrolet 2500HD LT and Ford F250 XLT for this specification. Other vehicles by other manufacturers which meet the criterion of this specification are also eligible to bid. Bidders must return original or a photo copy of this form and complete every space in section II. Bidder shall indicate that the item being bid is exactly as specified or give a description to indicate any deviation from the specifications of the item being bid.**

SECTION I MINIMUM SPECIFICATIONS			SECTION II BIDDER’S NOTE: MEET/DEVIATE
Proof of Vehicle Dealer Licensing from Kansas is required with bid; otherwise bid will be disqualified under the grounds of not being a responsive bid.			
1.	TYPE	4WD, 4-DOOR CREW CAB, 6’ BED	
2.	ENGINE	GASOLINE, 360 HP, 380 LBS. TORQUE	
3.	CHASSIS	9,500 GROSS VEHICLE WEIGHT (GVW)	
4.	AXLE RATIO	3.73	

5.	TRANSMISSION	AUTOMATIC WITH AUXILIARY TRANSMISSION OIL COOLER	
6.	TRANSFER CASE	FACTORY STANDARD, ELECTRONICALLY CONTROLLED WITH UNDERBODY SHIELD	
7.	BRAKES	4-WHEEL DISC, WITH 4-WHEEL ANIT-LOCK BRAKING SYSTEM (ABS)	
8.	TIRES – WHEELS	ALUMINUM, 18” ALL-TERRAIN TIRES, WITH FULL SIZE SPARE	
9.	BUMPERS	FRONT AND REAR, CHROME	
10.	EXTERIOR COLOR	VICTORY RED WITH CLEAR COAT OR APPROVED EQUAL	
11.A	INTERIOR	CLOTH, CHARCOAL IN COLOR	
11.B		FRONT SEATS: 40/20/40	
11.C		REAR SEATS: FACTORY STANDARD	
12.	ELECTRICAL SYSTEM	220 AMP ALTERNATOR	
13.	INSTRUMENTS	FACTORY STANDARD	
14.	HEATING & AIR CONDITIONING	FACTORY STANDARD HEATER, DEFROSTER & AIR CONDITIONING	
15.A	ADDITIONAL REQUIRED EQUIPMENT	POWER DOOR LOCKS WITH REMOTE KEYLESS ENTRY	
15.B		POWER WINDOWS	
15.C		CRUISE CONTROL	
15.D		TILT AND TELESCOPING WHEEL	
15.E		10-WAY POWERED DRIVERS SEAT	
15.F		AM/FM RADIO WITH CD PLAYER	
15.G		FACTORY RUNNING BOARDS, NERF BAR STYLE	
15.H		INTEGRATED TRAILER BRAKE CONTROLLER	
15.I		REAR VISION CAMERA	
15.J		ULTRASONIC REAR PARKING ASSIST	
15.K		FOG LIGHTS	
15.L		110 VOLT AC POWER OUTLET	
15.M		HI-IDLE SWITCH	
15.N		TRAILERING EQUIPMENT	
15.O		FOG LAMPS	
15.P		ROOF MARKER LAMPS	
15.Q		ALL WEATHER FLOOR MATS	
15.R		UNIVERSAL HOME REMOTE	
15.S		PERIMETER BED LIGHTING	
15.T		TOW HOOKS	
15.U	END GATE HANDLE		
15.V	FRONT AND REAR MOLDED SPLASH GUARDS		
15.W	BED SLIDE 2000 PRO HD		
15.X		CENTURY FIBERGLASS TOPPER, PAINTED TO MATCH VEHICLE, WINDOWS ON REAR AND SIDES WILL BE HORIZONTALLY HINGED FOR ACCESS THRU THE REAR AND EITHER SIDE OF THE VECHILE, ALL WILL HAVE LOCKING HANDLES AND WILL BE KEYED THE SAME. WINDOWS IN TOPPER WILL HAVE DARK TINTED GLASS	

4. QUESTIONS AND CLARIFICATIONS

All requests for clarifications of the RFB process and document content should be directed to Gunda Angelica at Gunda.Angelica@sedgwick.gov and Captain Brian Richey at Brian.Richey@sedgwick.gov. All questions must be submitted in writing by 5:00 p.m. CDT, July 13, 2015.

5. TENTATIVE TIMELINE

The following dates are provided for informational purposes and are subject to change without notice. Contact the Purchasing Department at (316) 660-7255 to confirm any and all dates.

Distribution of Request for Bid to interested parties	June 30, 2015
Pre-bid meeting 11:00 a.m. CDT	July 7, 2015
Clarification, Information and Questions submitted in writing by 5:00 p.m. CDT	July 8, 2015
Addendum Issued in writing by 5:00 p.m. CDT	July 13, 2015
Sealed bids due before 1:45pm CDT	July 21, 2015
Evaluation Period	July 22-27, 2015
Board of Bids and Contracts Recommendation	July 30, 2015
Board of County Commission Award	August 5, 2015

6. PAYMENT AND INVOICE PROVISIONS

http://www.sedgwickcounty.org/purchasing/payment_and_invoice_provisions.pdf

7. REQUEST FOR BID CONDITIONS

In submitting a response to this Request for Bid, vendors hereby understand the following:

1. Pricing offered in the bid document will be provided to other local governments and governments whom Sedgwick County regularly enters into cooperative agreements.
2. Sedgwick County reserves the right to reject any and/or all bids and responses to these and/or related documents, to accept any item(s) in the bids, to waive any irregularity in the bids, and further if determined to be non-responsive in any form, or if determined to be in the best interest of Sedgwick County.
3. Alternate bids (two or more bids submitted) will be considered for an award. Sedgwick County reserves the right to make the final determination of actual equivalency or suitability of such bids with respect to requirements outlined herein. The bids submitted, and any further information acquired through interviews, will become and is to be considered a part of the final completed contract. If there is any variance or conflict, the bid specifications will control.
4. Bidders MUST return completed copies of the entire document to the Sedgwick County Purchasing Department, 525 North Main, 8th Floor, Suite 823, Wichita, KS 67203, on or before the date and time specified. Bids must be sealed in an envelope and marked with the firm name and address, bid number, bid opening date, and bid opening time. The time clock stamp, located in the Sedgwick County Purchasing Department will determine the time of receipt.
5. Bids submitted may not be withdrawn for a period of 60 days immediately following the opening of this Request for Bid. Prices MUST be free of federal, state, and local taxes unless otherwise imposed by a governmental body, and applicable to the material on the bid.
6. Sedgwick County interprets the term "Lowest Responsible and Best Bidder" as requiring Sedgwick County to: (a) choose between the kinds of materials, goods, wares, or services subject to the bid, and (b) determine which bid is most suitable for its intended use or purpose. Sedgwick County can consider, among other factors, such things as the availability of service(s), part(s) material(s) and/or supply(s), warranty, maintenance, freight costs, performance of product and labor cost of items upon which bids are received.
7. All requested information must be supplied. If bidders cannot respond to any part of this request, bidders should state the reason they cannot respond and note an exception. Bidders may provide supplemental information to assist Sedgwick County in analyzing its bid.
8. If the bidder refuses or fails to make deliveries of the materials within the times specified on the face of the Request for Bid or purchase order, Sedgwick County may, by written notice, terminate the contract or purchase order.
9. The bidder will certify and warrant that goods, personal property, chattels, and equipment sold and delivered are free and clear of any and all liens, or claims of liens, for materials or services arising under, and by virtue of the provisions of K.S.A. Sections 58-201, et seq., and any other lien, right, or claim of any nature or kind whatsoever.
10. The successful bidder will hold and save Sedgwick County, and its officers, agents, servants/employees harmless from liability of any patented, or unpatented invention, process, article, or appliance manufactured, or used in the performance of the contract, including its use

by Sedgwick County. Vendors working on county property or on behalf of County will be required to carry minimum insurance listed in bid document.

11. All items furnished, if applicable, must be the best of their respective kinds, and will be free from defects in material and workmanship. Items will be subject to County inspection and approval at any time within 30 days after delivery. If a substitution is made, it will be the decision of a Sedgwick County representative to determine if it is of equal quality. Items furnished must be manufactured in compliance with all existing legal or governmental directives.
12. Unless specified otherwise, all items bid are to be as a minimum but not necessarily limited to: new, current model year, and untitled prior to shipping and/or installation.
13. Sedgwick County is desirous of allowing as many Kansas vendors as possible the opportunity to participate including minority men and women-owned businesses, and small businesses in the roles of providing goods and services to Sedgwick County. If your company does not fall into any of these categories, your efforts to contract with vendors who do fall into these categories are appreciated. Construction projects utilizing subcontractors requires a subcontracting worksheet. Contact purchasing department for details.
14. Contracts entered into on the basis of submitted bids are revocable if contrary to law.
15. County reserves the right to enter into agreements subject to the provisions of the Cash Basis Law (K.S.A. 10-1112 and 10-1113), the Budget Law (K.S.A. 79-2935). Agreements shall be construed and interpreted so as to ensure that the County shall at all times stay in conformity with such laws, and as a condition of agreements the County reserves the right to unilaterally sever, modify, or terminate agreements at any time if, in the opinion of its legal counsel, the Agreement may be deemed to violate the terms of such law.
16. The Bidder agrees to comply with K.S.A. 44-1030.
 - a. The contractor shall observe the provisions of the Kansas act against discrimination and shall not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex, disability, national origin, or ancestry;
 - b. In all solicitations or advertisements for employees, the contractor shall include the phrase, "equal opportunity employer," or a similar phrase to be approved by the commission;
 - c. If the contractor fails to comply with the manner in which the contractor reports to the commission in accordance with the provisions of K.S.A. 44-1031 and amendments thereto, the contractor shall be deemed to have breached the present contract and it may be canceled, terminated or suspended, in whole or in part, by the contracting agency;
 - d. If the contractor is found guilty of a violation of the Kansas act against discrimination under a decision or order of the commission which has become final, the contractor shall be deemed to have breached the present contract and it may be canceled, terminated or suspended, in whole or in part, by the contracting agency; and
 - e. The contractor shall include the provisions of subsections (a) through (d) in every subcontract or purchase order so that such provisions will be binding upon such subcontractor or vendor.
17. All project participants, consultants, engineers, contractors and subcontractors, must comply with all applicable Federal, State and County laws pertaining to contracts entered into by governmental agencies. All participants must comply with the Americans with Disabilities Act (ADA), including the 2008 ADA Amendments Act, and 2010 ADA Standards for Accessible Design.
18. Contractors/subcontractors performing new construction, maintenance, alterations, or additions to Sedgwick County buildings or facilities must comply with building guidelines/codes, and the 2010 ADA Standards for Accessible Design. Any violation of the provisions of the ADA or 504, or specification deficiencies, should be reported to the county's ADA coordinator. Failure to notify the county's ADA coordinator for remedy may be considered a breach of contract and may be grounds for cancellation, termination for suspension, in whole or in any part of the contract. All construction plans will have the county's ADA coordinator approval prior to beginning any work.
19. Contractors/vendors providing services to the public on behalf of Sedgwick County will agree that all personnel in their employment that have direct contact with the public will attend ADA Awareness and Sensitivity training provided by Sedgwick County or the Independent Living Resource Center. Training should be coordinated through the county's ADA coordinator, (316) 660-7052 and evidence of training shall be provided to the county's ADA coordinator. Any violations of the provisions of ADA or section 504, will be deemed a breach of contract and be subject to termination of contract.
20. The successful bidder may have access to private or confidential data maintained by the County to the extent necessary to carry out its responsibilities of the contract. Contractor shall be responsible for compliance with the privacy provision of the Health Insurance Portability and Accountability Act (HIPAA) and shall comply with all other HIPAA provisions and regulations applicable. If the successful bidder is a business associate as that term is defined under HIPAA, the contract shall include the County's standard business associate addendum. A copy of that standard addendum is available on request.
21. The bidder responding to this bid solicitation proposes to furnish all materials, labor, supplies, equipment and incidentals necessary to provide the equipment/materials/services described herein in accordance with the Notification of Solicitation (if applicable), Request for Information (if applicable), Request for Bid, Addenda, Contract, Bonds, Insurance, Plans, Specifications, any Instructions, Mandatory Requirements and Conditions.
22. Unless specified elsewhere in the document, all prices quoted must be F.O.B. Destination, Freight Prepaid and Allowed, which will include all delivery, handling, and any other charges related to delivery including surcharges.
23. It will be understood that the bidder's sureties and insurers, as applicable, are subject to the approval of the County.
24. Prior to a vendor being awarded a contract, Domestic (Kansas) corporations shall 1) furnish evidence of good standing in the form of a Certificate signed by the Kansas Secretary of State. Foreign (non-Kansas) corporations shall furnish evidence of authority to transact business in Kansas, in the form of a Certificate signed by the Kansas Secretary of State; and 2) a copy of the Corporation Resolution

evidencing the authority to sign the Contract Documents, executed by the Corporation's Secretary or Assistant Secretary.

25. Sedgwick County will not award to any vendor that is currently listed in the exclusion records of the SAM (System for Award Management) website maintained by the General Services Administration (GSA) or to any vendor presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.
26. Upon award, the bidder agrees to execute and deliver to the County a contract in accordance with the contract documents (if applicable) within ten days of notice of the award to the bidder. The bidder agrees that the surety/deposit given concurrently herewith will become the property of the County in the event the bidder fails to execute and deliver such contract within the specified time. In the further event of such failure, the bidder will be liable for the County's actual damages that exceed the amount of the surety.
27. It will be understood that time is of the essence in the bidder's performance. The bidder agrees that the County's damages would be difficult or impossible to predict in the event of a default in the performance hereof; and it is therefore agreed that if the bidder defaults in the performance of the contract documents, the bidder will be liable for payment of the sums stipulated in the contract documents as liquidated damages, and not as a penalty.
28. The bidder hereby certifies that he or she has carefully examined all of the documents for the project, has carefully and thoroughly reviewed this Request for Bid, has inspected the location of the project (if applicable), and understands the nature and scope of the work to be done; and that this bid is based upon the terms, specifications, requirements, and conditions of the Request for Bid documents. The bidder further agrees that the performance time specified is a reasonable time, having carefully considered the nature and scope of the project as aforesaid.
29. It will be understood that any bid and any and/or all referencing information submitted in response to this Request for Bid will become the property of Sedgwick County, and will not be returned. As a governmental entity, Sedgwick County is subject to making records available for disclosure after Board of County Commission approval of the recommendation.
30. Sedgwick County will not be responsible for any expenses incurred by any vendor in the development of a response to this Request for Bid including any onsite (or otherwise) interviews and/or presentations, and/or supplemental information provided, submitted, or given to Sedgwick County and/or its representatives. Further, Sedgwick County will reserve the right to cancel the work described herein prior to issuance and acceptance of any contractual agreement/purchase order by the recommended vendor even if the Board of County Commissioners has formally accepted a recommendation.
31. By submission of a response, the bidder agrees that at the time of submittal, he or she: (1) has no interest (including financial benefit, commission, finder's fee, or any other remuneration) and will not acquire any interest, either direct or indirect, that would conflict in any manner or degree with the performance of bidder's services, or (2) benefit from an award resulting in a "Conflict of Interest". A "Conflict of Interest" will include holding or retaining membership, or employment, on a board, elected office, department, division or bureau, or committee sanctioned by and/or governed by the Sedgwick County Board of County Commissioners. Bidders will identify any interests, and the individuals involved, on separate paper with the response and will understand that the County, at the discretion of the Purchasing Director in consultation with the County Counselor, may reject their bid/quotation. The bidder certifies that this bid is submitted without collusion, fraud or misrepresentation as to other bidders, so that all bids for the project will result from free, open and competitive bidding among all vendors.
32. Sedgwick County will issue a purchase order/contract for the acquisition of products/services specified as a result of an award made in reference to this document. Contract documents will be subject to any regulations governed by the laws of the State of Kansas and any local resolutions specifically applicable to the purchase.
33. Any dispute arising out of the contract documents or their interpretation will be litigated only within the courts of the State of Kansas. No prepayment of any kind will be made prior to shipment. Payment will be made upon verification of delivery, compliance with specifications, assurance that the product/service performs as specified and warranted, and receipt of correct invoicing.
34. Sedgwick County will accept responses transmitted via a facsimile unless stated to the contrary within this document. Bids must be received prior to the time and dates listed to be considered responsive. Sedgwick County will not accept late responses and will return them to the sender. Further, Sedgwick County will NOT: (1) guarantee security of the document received; (2) be held responsible for Bids which are NOT legible (and may choose to reject such responses); and, (3) guarantee that the receiving facsimile machine will accept transmission or that phone lines are functioning and available for transmission. Submitting a bid response via facsimile does NOT relieve the bidder of: (1) responsibilities stated in the document (such as attendance at a mandatory pre-bid conference); (2) providing non-paper informational items which must be returned with the response (diskettes, large drawings, photographs, models, etc.); and, (3) providing original copies of bid sureties (bonds, certificates of insurance, etc.).

8. GENERAL CONTRACT PROVISIONS

The following appendix is language the County requires for all contracts that are entered in to (if duplication exists, previous sections prevail). http://www.sedgwickcounty.org/purchasing/pdf_files/General_Contract_Provisions.pdf.

9. BID CONTENT

The bid response should be organized in the following format and information sequence:

1. **Proof of Vehicle Dealer Licensing from Kansas. Bids received without proof of Vehicle Dealer Licensing will be disqualified under the grounds of not being a responsive bid.**
2. Clearly address in sequential order each of the Minimum Mandatory Requirements and Specifications listed in Section 3. *Bidders must clearly delineate and describe in detail any exceptions to the requirements and specifications.*
3. Prior to a vendor being awarded a contract, Domestic (Kansas) corporations shall 1) furnish evidence of good standing in the form of a Certificate signed by the Kansas Secretary of State. Foreign (non-Kansas) corporations shall furnish evidence of authority to transact business in Kansas, in the form of a Certificate signed by the Kansas Secretary of State; and 2) a copy of the Corporation Resolution evidencing the authority to sign the Contract Documents, executed by the Corporation's Secretary or Assistant Secretary
4. Sign and return the completed signed Bid Response Form that is provided on page 8.

BID RESPONSE FORM
RFB #15-0073
FOUR WHEEL DRIVE CREW CAB TRUCK

The undersigned, on behalf of the Bidder, certifies that: (1) this offer is made without previous understanding, agreement or connection with any person, firm, or corporation submitting a bid on the same project; (2) is in all respects fair and without collusion or fraud; (3) the person whose signature appears below is legally empowered to bind the firm in whose name the bid is entered; (4) they have read the complete Request for Bid and understands all provisions; (5) if accepted by the County, this bid is guaranteed as written and amended and will be implemented as stated; and (6) mistakes in writing of the submitted bid will be their responsibility.

NAME _____

DBA/SAME _____

CONTACT _____

ADDRESS _____ CITY/STATE _____ ZIP _____

PHONE _____ FAX _____ HOURS _____

TAX PAYER I.D. NUMBER _____ STATE INCORPORATED _____

COMPANY WEB SITE ADDRESS _____ E-MAIL _____

NUMBER OF LOCATIONS _____ NUMBER OF PERSONS EMPLOYED _____

TYPE OF ORGANIZATION: Public Corporation _____ Private Corporation _____ Sole Proprietorship _____

Partnership _____ Small Business _____ Manufacturer _____ Distributor _____ Retail _____ Dealer _____

General Nature of Business _____ FEIN/SS # _____ W-9 included _____

Not a Minority Owned Business _____ Minority Owned Business: _____ Certification # _____

African American _____ Asian _____ Hispanic _____ Native American _____ Other _____ Woman Owned Business _____

Qty	Description	Cost
1 ea.	Four Wheel Drive Crew Cab Truck Make & Model: _____	\$
1 ea.	Manuals: One complete set Paper or CDROM	\$
Grand Total:		\$
Delivery Date:		

ACKNOWLEDGE RECEIPT OF ADDENDA: All addendum(s) are posted to our RFP/RFB web page and it is the vendor's responsibility to check and confirm all addendum(s) related to this document by going to <http://sedgwickcounty.org/finance/purchasing.asp>.

NO. _____, DATED _____; NO. _____, DATED _____; NO. _____, DATED _____

In submitting a response to this document, vendor acknowledges acceptance of all sections of the entire document and has clearly delineated and detailed any exceptions.

Signature _____ Title _____

Print Name _____ Dated _____