



SEDGWICK COUNTY, KANSAS
FINANCE DEPARTMENT
DIVISION OF PURCHASING
525 N. Main, Suite 823 ~ Wichita, KS 67203
Phone: 316 660-7255 Fax: 316 383-7055
<http://www.sedgwickcounty.org/finance/purchasing.asp>

REQUEST FOR BID
#19-0027
2 EACH - BRUSH TRUCKS

March 4, 2019

Sedgwick County, Kansas (hereinafter referred to as "county") is seeking bids for two (2) Brush Trucks for the Sedgwick County Fire District #1. If your firm is interested in submitting a response, please do so in accordance with the instructions contained within the attached Request for Bid. **Responses are due no later than 1:45pm CDT, Tuesday, March 19, 2019.**

All contact concerning this solicitation shall be made through the Purchasing Section. Bidders shall not contact county employees, department heads, using agencies, evaluation committee members or elected officials with questions or any other concerns about the solicitation. Questions, clarifications and concerns shall be submitted to the Purchasing Section in writing. Failure to comply with these guidelines may disqualify the Bidder's response.

Sincerely,

Britt Rosencutter
Purchasing Agent

BR/hp

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I. Purpose

Sedgwick County, located in south-central Kansas, is one of the most populous of Kansas' 105 counties with a population estimated at more than 511,000 persons. It is the sixteenth largest in area, with 1,008 square miles, and reportedly has the second highest per capita wealth among Kansas' counties. Organizationally, the County is a Commission/Manager entity, employs nearly 2,800 persons, and hosts or provides a full range of municipal services, e.g. – public safety, public works, criminal justice, recreation, entertainment, cultural, human/social, and education.

II. Submittals

Carefully review this Request for Bid. It provides specific technical information necessary to aid participating firms in formulating a thorough response. Should you elect to participate, submit one (1) original **AND** one (1) electronic copy (PDF/Word supplied on a flash drive) of the entire document with any supplementary materials to:

Britt Rosencutter
Sedgwick County Division of Purchasing
525 N. Main, Suite 823
Wichita, KS 67203

SUBMITTALS are due **NO LATER THAN 1:45 p.m. CDT, TUESDAY, MARCH 19, 2019**. Responses must be sealed and marked on the lower left-hand corner with the firm name and address, bid number, and bid due date. Late or incomplete responses will not be accepted and will not receive consideration for final award.

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.

III. Sedgwick County's Responsibility

- Provide information, as legally allowed, in possession of the county, which relates to the county's requirements or which is relevant to this project.
- Designate a person to act as the County Contract Manager with respect to the work to be performed under this contract.
- County reserves the right to make inspections at various points of the project. Contractor agrees to openly participate in said inspections and provide information to the county on the progress, expected completion date and any unforeseen or unexpected complications in the project.

IV. Bid Terms

A. Questions and Contact Information

Any questions regarding this document must be submitted in writing to Britt Rosencutter at britt.rosencutter@sedgwick.gov by 5:00 p.m. CST March 7, 2019. Any questions of a substantive nature will be answered in written form as an addendum and posted on the purchasing website at www.sedgwickcounty.org/finance/purchasing.asp, under view current RFQs and RFPs; to the right of the RFB number by 5:00 p.m. CDT March 11, 2019. Firms are responsible for checking the website and acknowledging any addendums on their bid response form.

B. Minimum Specifications & Qualifications

1. The following specifications are for the procurement of two (2) Brush Trucks for the Sedgwick County Fire District #1.
2. Shall be delivered and invoiced before Sept 1, 2019.
3. Shall be new.
4. All items bid are to be factory installed unless authorized by Sedgwick County Fleet Management.
5. Manufacturer standard equipment presumed to be included unless otherwise specified.
6. Fleet Management will not accept ownership of vehicles until they have been inspected for compliance with specifications below and manufacturer's statement of origin (MSO) has been delivered.

7. Delivery of vehicles must be FOB to 1021 Stillwell, Wichita, KS, ATTN: Brian Richey. Contact phone number is 316-660-3440.
8. Maintenance manuals to be invoiced separately.
9. General specifications are as follows: vehicle and equipment shall meet or exceed the following; any additions, deletions, or variations from the following specifications must be noted.

DESCRIPTION - TRUCKS	Yes	No
1. Type		
a. 4 wheel drive, dual rear wheels (DRW), 2 door cab with minimum GVW of 16,000 lbs.		
2. Engine		
a. Gasoline, V-8, minimum 288 hp 424ft. lb. torque.		
b. 34 gallon fuel tank, minimum.		
c. Fuel tank shield skid plate, if available.		
3. Transmission		
a. Six (6) speed automatic with auxiliary cooler, column shift.		
b. Traction Control.		
4. Chassis		
a. One hundred and sixty nine (169) inch wheel base, (84" cab to axle).		
b. Frame width – 34 inches.		
5. Suspension & Steering		
a. Front – factory standard with stabilizer bar.		
b. Rear – Tapered leaf spring with stabilizer bar.		
c. Brakes – Heavy duty power assist, 4 wheel disc, sufficient GVWR rating at not less than 16,000 lbs. with 4 wheel A.B.S.		
d. Steering – Integral power steering.		
e. Tilt steering.		
6. Cab & Interior		
a. Regular Cab, 2 door with sliding rear window.		
b. Roof clearance lights.		
c. Seats – 40/20/40 seats. Charcoal in color.		
d. Rubber flooring IPO carpet.		
e. Instruments/Accessories – Direct reading gauges; lights are not acceptable. AM/FM radio with tilt wheel.		
f. Trailer Tow mirrors (extendable)		
g. Passenger side airbag disabling switch		
h. Power door locks.		
i. Power windows.		
j. Cruise control.		

k. Passenger airbag deactivation switch.		
l. Factory running boards to aid entry into the vehicle. (nerf bar style)		
m. Factory heating and air conditioning.		
n. Four (4) upfitter switches.		
7. Tires - Wheels		
a. Six (6) each 19.5 inch factory aluminum wheels with polished center caps.		
b. Six (6) each all-terrain tread tires 225/70R19.5 rated to match payload/GVWR requirements.		
c. One (1) each full size tire and wheel, mounted, balanced, and matching above tread and weight capacity to be used as a spare.		
d. Front Hubs – electronically activated.		
8. Bumpers		
a. Standard front bumper equipped with a heavy duty brush guard that protects the entire fender, grille and headlight components with two (2) front frame mounted tow hooks.		
b. Rear bumper to be incorporated into flatbed design.		
9. Electrical System		
a. Heavy duty 650 CCA battery with single 155 amp alternator minimum with stationary elevated idle control.		
10. Color Exterior		
a. Owner must approve (red with clear coat or approved equal).		
11. Miscellaneous		
a. All options and/or option packages that are factory standard on the model bid must be provided on the vehicle bid.		
12. Manuals		
a. Current edition of the operator manual.		
b. Current edition of the service/maintenance repair manual.		
c. Current edition of the electrical diagrams.		
d. Current edition of the emissions diagnoses manual.		

Flat bed, approximately 108” in length (total length with walkway is 132”), 96” in width securely mounted to the truck chassis frame and as low as possible. Flatbed design will incorporate a full headache rack with provisions allowing a 55” warning light bar to be mounted on the cab side of the headache rack. The flatbed design will incorporate a 24” walkway in the front of the bed with entry steps to allow access from either side; one additional partition will be on the back side of the walkway. The walkway will be enclosed with doors on each side that allows entry from either side of the body. The doors will have expanded metal covering all openings of the door frames. The doors will have spring loaded hinges keeping the doors shut. These doors will also incorporate a locking device so that the doors can be locked shut from the inside. The flat bed floor will incorporate a surface that reduces the chances of slipping while being walked on. The flatbed will be designed to allow a compartment that is accessible from the rear, the compartment will be approximately 30” x 84” and as tall as possible and be located between the long sills of the bed framework and underneath the flatbed decking. All metal components of the flat bed will be constructed of steel materials. A fully functional tow hitch and rear bumper will be designed into the rear of the body. The hitch will include wiring for towing a trailer and terminate with a seven wire connector for trailer hook-ups. The bed will include all D.O.T. required lighting and be of the LED type.

DESCRIPTION – FLATBED BODY	Yes	No
1. Bed material – steel.		
2. Bed length – 132 inches with walkway.		
3. Bed width – 96 inches.		
4. Three (3) inch structural steel cross members on 12 inch centers.		
5. Five (5) inch structural steel long sills.		
6. Bed floor - .187 steel tread plate.		
7. Built in rub rail – 9 foot, down both sides, ¼ inch x 2 inch flat steel.		
8. All DOT lighting to be LED type.		
9. Trailer hitch with 2 inch ball and 7 pin trailer connector.		
10. Dual headache racks separating walkway from flatbed.		
11. Front headache rack to have louvered panel protecting cab window with mount for 55 inch warning light bar on front side.		
12. Rear headache rack will have steel tread plate running left to right (approximately 96”).		
13. Walkway to be approximately 24 inches x 96 inches.		
14. Walkway floor to be heavy duty expanded metal.		
15. Walkway doors approximately 23 inches x 36 inches.		
16. Compartment approximately 30” x 84” and as tall as possible, accessible from rear and located between the long sills of the bed framework and underneath the flatbed decking.		
17. Rear mud flaps.		
18. All metal surfaces to be painted black.		

C. [Selection Criteria](#)

An award will be made to the lowest responsible and responsive bidder.

D. [Request for Bid Timeline](#)

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

Distribution of Request for Bid to interested parties	March 4, 2019
Clarification, Information and Questions submitted in writing by 5:00 p.m. CST	March 7, 2019
Addendum Issued	March 11, 2019
Sealed Bid due before 1:45pm CDT	March 19, 2019
Evaluation Period	March 19 – March 22, 2019
Board of Bids and Contracts Recommendation	March 28, 2019
Board of County Commission Award	April 3, 2019

E. [Payment Terms](#)

Payment and Invoice Provisions

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

F. [Insurance Requirements](#)

VII. Liability insurance coverage indicated below must be considered as primary and not as excess insurance. If required, Contractor’s professional liability/errors and omissions insurance shall (i) have a policy retroactive date prior to the date any professional services are provided for this project, and (ii) be maintained for a minimum of 3 years past completion of the project. Contractor shall furnish a certificate evidencing such coverage, with County listed as an additional insured including both ongoing and completed operations, except for professional liability, workers’ compensation and employer’s liability. **Certificate shall be provided prior to award of contract.** Certificate shall remain in force during the duration of the project/services and will not be canceled, reduced, modified, limited, or restricted until thirty (30) days after County receives written notice of such change. All insurance must be with an insurance company with a minimum BEST rating of A-VIII and licensed to do business in the State of Kansas (**must be acknowledged on the bid/proposal response form**).

NOTE: If any insurance is subject to a deductible or self-insured retention, written disclosure must be included in your proposal response and also be noted on the certificate of insurance.

It is the responsibility of Contractor to require that any and all approved subcontractors meet the minimum insurance requirements.

Workers’ Compensation:	
Applicable coverage per State Statutes	
Employer’s Liability Insurance:	\$500,000.00
Commercial General Liability Insurance (on form CG 00 01 04 13 or its equivalent):	
Each Occurrence	\$1,000,000.00
General Aggregate, per project	\$2,000,000.00
Personal Injury	\$1,000,000.00
Products and Completed Operations Aggregate	\$2,000,000.00
Automobile Liability:	
Combined single limit	\$500,000.00
Umbrella Liability:	
Following form for both the general liability and automobile	
<input type="checkbox"/> Required/ <input checked="" type="checkbox"/> Not Required	
Each Claim	\$1,000,000.00
Aggregate	\$1,000,000.00
Professional Liability/ Errors & Omissions Insurance:	

<input type="checkbox"/> Required/ <input checked="" type="checkbox"/> Not Required	
Each Claim	\$1,000,000.00
Aggregate	\$1,000,000.00
Pollution Liability Insurance:	
<input type="checkbox"/> Required/ <input checked="" type="checkbox"/> Not Required	
Each Claim	\$1,000,000.00
Aggregate	\$1,000,000.00

Special Risks or Circumstances:

Entity reserves the right to modify, by written contract, these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

CONTRACTOR IS PROVIDING CONSTRUCTION SERVICES:

In addition to the above coverages, Contractor shall also provide the following:

Builder's Risk Insurance:	In the amount of the initial Contract Sum, plus the value of subsequent modifications and cost of materials supplied and installed by others, comprising the total value for the entire Project on a replacement cost basis without optional deductibles. Entity, Contractor, and all Subcontractors shall be included as named insureds.
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A. Indemnification

To the fullest extent of the law, the provider, its subcontractor, agents, servants, officers or employees shall indemnify and hold harmless Sedgwick County, including, but not limited to, its elected and appointed officials, officers, employees and agents, from any and all claims brought by any person or entity whatsoever, arising from any act, error, or omission of the provider during the provider's performance of the agreement or any other agreements of the provider entered into by reason thereof. The provider shall indemnify and defend Sedgwick County, including, but not limited to, its elected and appointed officials, officers, employees and agents, with respect to any claim arising, or alleged to have arisen from negligence, and/or willful, wanton or reckless acts or omissions of the provider, its subcontractor, agents, servants, officers, or employees and any and all losses or liabilities resulting from any such claims, including, but not limited to, damage awards, costs and reasonable attorney's fees. This indemnification shall not be affected by any other portions of the agreement relating to insurance requirements. The provider agrees that it will procure and keep in force at all times at its own expense insurance in accordance with these specifications.

B. Confidential Matters and Data Ownership

The successful proposer agrees all data, records and information, which the proposer, its agents and employees, which is the subject of this bid, obtain access, remains at all times exclusively the property of Sedgwick County. The successful proposer agrees all such data, records, plans and information constitutes at all times proprietary information of Sedgwick County. The successful proposer agrees that it will not disclose, provide, or make available any of such proprietary information in any form to any person or entity. In addition, the successful proposer agrees it will not use any names or addresses contained in such data, records, plans and information for the purpose of selling or offering for sale any property or service to any person or entity who resides at any address in such data. In addition, the successful proposer agrees it will not sell, give or otherwise make available to any person or entity any names or addresses contained in or derived from such data, records and information for the purpose of allowing such person to sell or offer for sale any property or service to any person or entity named in such data. Successful proposer agrees it will take all reasonable steps and the same protective precautions to protect Sedgwick County's proprietary information from disclosure to third parties as with successful proposer's own proprietary and confidential information. Proposer agrees that all data, regardless of form that is generated as a result of this Request for Bid is the property of Sedgwick County.

I. Bid Conditions

http://www.sedgwickcounty.org/purchasing/pdf_files/Bid%20Terms%20%20Conditions.pdf

General Contract Provisions

http://www.sedgwickcounty.org/purchasing/pdf_files/General%20Contractual%20Provisions.pdf

Mandatory Contract Provisions

http://www.sedgwickcounty.org/purchasing/pdf_files/Mandatory%20Contractual%20Provisions.pdf

Sample Contract

http://www.sedgwickcounty.org/purchasing/pdf_files/Sample%20Contract.pdf

V. Required Response Content

Quantity	Description	Unit Price	Extended Price
2 ea.	Brush Trucks	\$	\$
1 ea.	Operators manual		\$
1 ea.	Service/maintenance repair manual		\$
1 ea.	Electrical diagrams		\$
1 ea.	Emissions diagnoses manual		\$
Grand Total			\$
Order Cut Off Date:			
Delivery Date:			

VI. Response Form

**REQUEST FOR BID
#19-0027
2 EACH - BRUSH TRUCKS**

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 bidder 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** _____

STATE OF INCORPORATION or ORGANIZATION _____

COMPANY WEBSITE ADDRESS _____ **E-MAIL** _____

NUMBER OF LOCATIONS _____ **NUMBER OF PERSONS EMPLOYED** _____

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

Partnership _____ Other (Describe): _____

BUSINESS MODEL: Small Business _____ Manufacturer _____ Distributor _____ Retail _____

Dealer _____ Other (Describe): _____

Not a Minority-Owned Business: _____ **Minority-Owned Business:** _____ (Specify Below)

____ African American (05) ____ Asian Pacific (10) ____ Subcontinent Asian (15) ____ Hispanic (20)

____ Native American (25) ____ Other (30) (Please specify _____)

Not a Woman-Owned Business: _____ **Woman-Owned Business:** _____ (Specify Below)

____ Not Minority -Woman Owned (50) ____ African American-Woman Owned (55)

____ Asian Pacific-Woman Owned (60) ____ Subcontinent Asian-Woman Owned (65) ____ Hispanic Woman Owned (70)

____ Native American-Woman Owned (75) ____ Other (Woman Owned) (80) Please specify _____

ARE YOU REGISTERED TO DO BUSINESS IN THE STATE OF KS?: _____ Yes _____ No

INSURANCE REGISTERED IN THE STATE OF KS WITH MINIMUM BEST RATING OF A-VIII: _____ Yes _____ No

Yes, I would like to be on the emergency vendor list.

No, I would not like to be on the emergency vendor list.

After Hours Phone #: _____ **Emergency Contact Name:** _____

After Hours Fax #: _____

ACKNOWLEDGE RECEIPT OF ADDENDA: All addendum(s) are posted to our RFQ/RFP web page and it is the vendor's responsibility to check and confirm all addendum(s) related to this document by going to www.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 _____