



Request For Bid (RFB)

Boone County Purchasing
601 E. Walnut, Room 209
Columbia, MO 65201

Marlene Ridgway, Buyer
573/886-4392 - FAX 573/886-4390
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Bid Data

Bid Number: **82-10DEC02**
Commodity Title: **Service Trucks**

DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT

Bid Submission Address and Deadline

Day / Date: **TUESDAY, DECEMBER 10, 2002**
Time: **1:25 P.M. (Bids received after this time will be returned unopened)**
Location / Mail Address: **Boone County Purchasing Department
Boone County Johnson Building
601 E. Walnut, Room 209
Columbia, MO 65201**

Directions: The Johnson Building is located on the Northeast corner at 6th St. and Walnut St. Enter the building from the East Side. Wheel chair accessible entrance is available on the West side of the building.

Bid Opening

Day / Date: **TUESDAY, DECEMBER 10, 2002**
Time: **1:30 P.M.**
Location / Address: **Boone County Purchasing Department
Boone County Johnson Building
601 E. Walnut, Room 209
Columbia, MO 65201**

Bid Contents

- 1.0: Introduction and General Terms and Conditions of Bidding**
- 2.0: Primary Specifications**
- 3.0: Response Presentation and Review**
- 4.0: Response Form
Standard Terms and Conditions**

1. Introduction and General Conditions of Bidding

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
- 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:
Purchasing - The Purchasing Department, including its Purchasing Director and staff.
Department/s or Office/s - The County Department/s or Office/s for which this Bid is prepared, and which will be the end user/s of the goods and/or services sought.
Designee - The County employee/s assigned as your primary contact/s for interaction regarding Contract performance.
- 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.
Bidder - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.
Contractor - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award, and will enter into a Contract for provision of the goods and/or services described in the Bid.
Supplier - All business/s entities which may provide the subject goods and/or services.
- 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. An "Invitation For Bid" is used when the need is well defined. An "Invitation For Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
- 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, preferably by fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders. Note: written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidders failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder/s whose offer/s provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County.
- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
1) the provisions of the Contract (as it may be amended);
2) the provisions of the Bid;
3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** - Any Term and Supply Contract resulting from this Bid will have an initial term of one (1) year, but may be automatically renewed for an additional two (2) years unless canceled by either party commencing with execution of Contract (or on another mutually agreeable start date.)
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

2. Primary Specifications

- 2.1. **ITEMS TO BE PROVIDED** – For the Furnishing and Delivery of a new 2003 Model Year Regular Cab/Chassis DRW 4 x 4 Service/Utility Truck with all manufacturer's standard equipment and those features as detailed in the following specifications.
- 2.2. **VEHICLE MINIMUM TECHNICAL SPECIFICATIONS** – Cab and Chassis type vehicle, single axle, dual rear wheels, 17,500 lbs. GVWR payload, 4 x 4, 165" wheelbase, 84" Cab to Axle.
- 2.2.1. **Quantity** – 1
- 2.2.2. **Engine:** 6.0L Turbo Diesel minimum
- 2.2.3. **Transmission:** Electronic 5 – Speed Automatic with Tow/Haul Mode
- 2.2.4. **Axle Ratio:** Limited Slip with 4.88 Ratio minimum
- 2.2.5. **Steering:** Power
- 2.2.6. **Brakes:** Power, 4-Wheel ABS, front disc/rear disc
- 2.2.7. **Alternator:** 115 Amp. Minimum
- 2.2.8. **Battery:** Dual 750 CCA 78 AH minimum
- 2.2.9. **Seats & Trim:** Vinyl, 40-20-40 split-bench with fold-down armrest and storage. Color Keyed - Charcoal Grey
- 2.2.10. **Radio:** Electronic AM-FM stereo with clock and speakers
- 2.2.11. **Tires/Wheels:** Six (6) each, 225/70R x 19.5F BSW AT/ 19.5x6.0 steel 8-hole wheels
- 2.2.12. **Suspension/Springs:** Front and rear shall have capacity as required by the GVWR with front and rear shocks
- 2.2.13. **Front Hubs:** Auto-Locking
- 2.2.14. **Paint:** Cab shall have factory paint with clearcoat- Candy Apple Red and chassis epoxy primer paint then topcoated with a durable black finish. Service Body shall have electro-coat prime paint then top coated with a Candy Apple Red high gloss durable paint to match cab. All under surfaces of cab, chassis and service body shall have undercoating.
- 2.2.15. **Climate Control System:** Factory installed air conditioning to include all tinted glass and any additional manufacturer's equipment required with air conditioning.
- 2.2.16. **Miscellaneous:** Safety belts, dual power outlets, day/night rear view mirror, left-hand and right-hand exterior rear view mirrors, xl décor group; power equipment group (electric door locks and power windows); driver and right-front passenger air bags, engine block heater, argent grille insert, chrome front bumper w/lower center trim and license plate bracket, front tow hooks, sun visors, headliner color keyed to match interior, electric horn, rubber floor covering. Instrumentation: Voltmeter, engine oil pressure, engine temperature, fuel gauge(s), and transmission temperature gauge with indicator warning lights. Instrument Panel: Color keyed with glove box lock, side window de-misters and air registers.
- 2.2.17. **Service Body:** Knapheide 132" Standard DRW Series 600 Model 6132DL-38J 14-gauge steel constructed service body with torsion-box understructure isolated crane compartment on curbside rear and shall include standard mounted LED (stop, turn, clearance and backup) lights, backup alarm, overlapping double panel doors 20 gauge inner and 16 gauge outer on compartments; slammable tailgate, rear vertical curbside open compartment with combination stationary and swivel hooks; vertical street side open compartment; intermediate vertical curbside open compartment with oxygen and acetylene hold-down brackets kit and vented; front vertical curbside open compartment; vertical curbside and street side compartments shall have two (2) each multiple divider trays on each side mounted on ball bearing style pull-out slides), front vertical street side open compartment, body bulkhead, 3-point painted steel latches with locks keyed alike, lighted rear license plate holder, and rock guards for front compartment protection..
- 2.2.18. **Air Compressor:** Under-the-hood Rotary Screw Mobile Air Compressor VMAC Model VR 7000, 70 CFM @ 150 PSI output; includes installation kit, electronic throttle control, air dryer, air regulator, air tank mounted on truck frame with built-in oil separator, oil cooler liquid to liquid, retractable hose reel ½" x 50' mounted in rear curbside compartment with hose reel mounted toward opening of door.

2. Primary Specifications (cont.)

- 2.2.19. **Auxiliary Lighting:** 12-Volt Oval amber quad-flashing LED strobe Lights (Petersen 423SA1 and 423SA2) shall be mounted factory standard onto the rear of the service body above the factory standard mounted stop/taillights and in the front grille area (one of each kind will be used at each location), includes all necessary hardware, wiring and switches to make operational. Two (2) 12-Volt adjustable/swivel round floodlights housed in rubber shock proof housing shall be mounted on the top rear on each side of the service body; includes all necessary wiring and switches. One (1) 12-Volt adjustable/swivel round floodlight housed in rubber shock proof housing shall be mounted in the rear of the service body to illuminate the cargo area. All switches shall factory style illuminated push-button type and mounted in a single floor mounted 8 switch pedestal or rack mount style control unit. Note: All electrical wiring shall be placed in asphalt-coated cloth loom or plastic automotive flex-conduit. All electrical connections shall be soldered and protected with heat shrink tubing. All electrical connections shall be run to a weather protective electrical junction box where applicable.
- 2.2.20. **Auxiliary Equipment:** Chrome grab handles mounted on each side of rear of service body near the top. Six (6) D-ring type cargo tie-downs recessed in floor, 6,000 lb. capacity minimum.
- 2.2.21. **ADD ALTERNATES** – Add Alternate items should not be construed as minimum requirements.
- 2.2.21.1 **Add Alternate Equipment:** Extra heavy-duty front and rear shock absorbers, heavy-duty service group, trailer tow package with wiring harness, heavy-duty charging system, daytime running lights, engine oil and intank transmission cooling system, fold-a-way retractable OSRV black mirrors, interval windshield wipers and washers, auxiliary jump start kit with + and - cable receptacle box mounted in front of grille..
- 2.2.22. **OPTIONAL EQUIPMENT** - Boone County may or may not purchase Optional Items 2.2.22.1., depending upon the County's current need and the bid price received.
- 2.2.22.1 **Optional Equipment -**
- 1) 12-Volt DC Auto Crane 4004EH Series acceptable shall have a minimum of 4,000 lbs. lifting capacity with a minimum of 3 ft. to 16 ft. boom reach, 1.9 hp, 12 VDC electric over hydraulic hoist motor and 80 ft. of aircraft quality cable installed and mounted on top right rear corner of service body to include removable remote control unit, mounting kit and hydraulic outrigger kit.
 - 2) Bumper/Tailshelf with storage compartment, anti-skid tape on surface of tailshelf and rear red marker lights installed.
 - 3) Class V 2" receiver hitch and 4-Pin wiring installed plus wiring harness for 6-Pin.
 - 4) Electronic Brake Controller installed.
 - 5) Dual Left Hand side large capacity fuel tanks.
 - 6) Interior Convenience Group xlt upgrade.
 - 7) Cab full-length diamond tread plated aluminum running boards installed.
 - 8) Speed control and tilt steering installed.
 - 9) 16-drawer A-G body, Inc. acceptable commercial grade bolt bin drawers equipped with heavy duty sliders streetside installed.
 - 10) Four (4) adjustable slide-out divider type shelves curbside installed.
 - 11) 9-drawer A-G Body, Inc. acceptable mechanic's toolbox equipped with ball bearing style pull-out slides and drawer latching devices curbside installed.
 - 12).E-track run full length of bed on both sides with two (2) tie-down straps.
- 2.3. **TRADE-IN VEHICLE - Trade-in will be a one-to-one ratio. The County may choose to trade-in the following vehicle:**
- 2.3.1. **Trade Vehicle** – 1996 Ford ½ Ton 4x4; Vehicle #1760; VIN #1FTEF14N6TLB55896; Asset Tag #10601; Mileage 160,000
- 2.3.2. This vehicle is still in operation and mileage was taken at the time of this writing. Vendors are encouraged to review the vehicle. To schedule an appointment, contact Sam Amick, CPPB, CSHS, Fleet Operations Superintendent by calling 573-449-8515 ext. 226. A minimum of 48 hours notice is necessary due to the continued use of the vehicle for County business.

2. Primary Specifications (cont.)

- 2.4. **DESIGNEE** – Boone County Public Works, Maintenance Operations Division, Sam Amick, CPPB, CSHS, Fleet Operations Superintendent, 5551 Highway 63 South, Columbia, MO 65201. 573-449-8515 ext. 226.
- 2.4.1. **Contact** – Marlene Ridgway, Buyer, 601 E. Walnut, 2nd Floor, Columbia, MO 65201. Telephone 573-886-4392, Facsimile 573-886-4402, E-mail: mridgway@boonecountymo.org
- 2.5. **DELIVERY** – Vehicle shall be delivered with Bill of Sale, Invoice, Title Application and the Owner’s Manual.
- 2.5.1. **Delivery Terms – FOB Boone County Public Works Department, Maintenance Operations Division, 5551 Highway 63 South, Columbia, MO 65201.** Delivery shall be made FOB Destination with freight charges fully included and prepaid. The seller pays and bears the freight charges.
- 2.6. **Warranty:** All manufacturer’s standard warranties shall be included.
- 2.7. **ADDITIONAL TERMS AND CONDITIONS:**
 - 2.7.1. Vehicle is to be properly serviced, including grease and oil to the proper levels. Properly serviced will mean all vehicle and service body doors properly adjusted, water and dust leaks to the interior of vehicle and service body correct, all components of vehicle and service body accounted for and all adjustments made.
 - 2.7.2. Vendor must include complete descriptive product literature for Vehicle, Service Body, AutoCrane, and V-Mac Air Compressor. This literature shall include color charts for both interior and exterior finishes that are available to the County of Boone. Bids received without descriptive literature are subject to rejection.
 - 2.7.3. Bid evaluation will be based on quality, reliability, delivery time ARO, and cost. Quality and reliability may be determined by using information contained in product reviews from established publications.

3. Response Presentation and Review

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, Bidder must submit Response in strict conformity to the requirements stated herein. Failure to adhere to all requirements may result in Bidder's Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. The County is not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
- 3.2.1. **Advice of Award** - If you wish to be advised of the outcome of this Bid, the results may also be viewed on our web page www.showmeboone.com.
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page, all Responses will be opened in public. Brief summary information from each will be read aloud, and any person present will be allowed, under supervision, to scan any Response.
- 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** – The County reserves the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
- 3.4.1. **Rejection or Correction of Responses** – The County reserves the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature, and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** – The County's sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
- 3.5.1. **Method of Evaluation** – The County will evaluate submitted Responses in relation to all aspects of this Bid.
- 3.5.2. **Acceptability** – The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.
- 3.5.3. **Endurance of Pricing** – Bidder's pricing must be held until contract execution or 60 days, whichever comes first.

4. **Response Form**

4.1. Company Name: _____

4.2. Address: _____

4.3. City/Zip: _____

4.4. Phone Number: _____

4.5. Fax Number: _____

4.6. Federal Tax ID: _____

4.6.1. () Corporation

() Partnership - Name _____

() Individual/Proprietorship - Individual Name _____

() Other (Specify) _____

4.7.	PRICING	UNIT PRICE	QTY	EXTENDED TOTAL
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4.7.1.	Vehicle per Section 2.2.	\$ _____	1	\$ _____
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4.7.2. Make: _____

4.7.3. Model: _____

4.7.4. **ADD ALTERNATES**

4.7.4.1.	Extra heavy-duty front and rear shock absorbers per 2.2.21.1.	\$ _____		
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4.7.4.2.	Heavy-duty service group per 2.2.21.1.	\$ _____		
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4.7.4.3.	Trailer towing pkg. per 2.2.21.1.	\$ _____		
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4.7.4.4.	Heavy-duty charging system per 2.2.21.1.	\$ _____		
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4.7.4.5.	Daytime running lights per 2.2.21.1.	\$ _____		
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4.7.4.6.	Engine oil and transmission cooling system per 2.2.21.1.	\$ _____		
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4.7.4.7.	Fold-a-way retractable OSRV black mirrors per 2.2.21.1.	\$ _____		
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4.7.4.8.	Interval windshield wipers and washers per 2.2.21.1.	\$ _____		
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4.7.4.9.	Auxiliary jump-start kit with + an – cable receptacle box mounted in front of grille per 2.2.21.1.	\$ _____		
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4.7.4.10.	Total Add Alternates (4.7.4.1. through 4.7.4.9.)			\$ _____
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4. **Response Form (cont.)**

4.7.5.	OPTIONAL EQUIPMENT	
4.7.5.1.	Auto Crane 5005EH Series 4,000 lbs. Capacity with Outrigger Kit per 2.2.22.1.	\$ _____
4.7.5.2.	Bumper/Tailshelf per 2.2.22.1.	\$ _____
4.7.5.3.	Class V Receiver Hitch per 2.2.22.1.	\$ _____
4.7.5.4.	Electronic Brake Controller	\$ _____
4.7.5.5.	Dual Left Hand Fuel Tanks	\$ _____
4.7.5.6.	Interior Convenience Group Upgrade per 2.2.22.1	\$ _____
4.7.5.7.	Aluminum Diamond Tread Running Boards per 2.2.22.1	\$ _____
4.7.5.8.	Speed Control & Tilt Steering per 2.2.22.1	\$ _____
4.7.5.9.	16-Drawer Bolt Bin Drawers per 2.2.22.1	\$ _____
4.7.5.10.	4 Adjustable Slide-out Divider Shelves per 2.2.22.1	\$ _____
4.7.5.11.	9-Drawer Mechanic's Toolbox per 2.2.22.1	\$ _____
4.7.5.12.	E-Track with 2 Tie-Down Straps per 2.2.22.1	\$ _____
4.7.6.	Total Optional Equipment (4.7.5.1. through 4.7.5.12.)	\$ _____
4.7.7.	Grand Total (4.7.1. + 4.7.4.10. + 4.7.6).	\$ _____
4.8.	TRADE IN VEHICLE VALUE	
4.8.1.	Trade Vehicle – Per Section 2.3.1.	\$ _____
4.9.	Grand Total of Vehicle Less Trade (4.7.7. +4.7.4.10. – 4.8.1.)	\$ _____
4.10.	Grand Total of Vehicle Plus Options Less Trade (4.7.1. + 4.7.4.10. + 4.7.6. – 4.8.1.)	\$ _____

4. Response Form (cont.)

4.11. Describe the interior options bid with vehicle: (Cloth, Vinyl, etc.). Attach color/fabric selections available.

4.11.1. Vehicle:

4.12. Warranty:

Cab and Chassis:

Service Body:

V-Mac 7000 Air Compressor:

Auto Crane:

Other:

4.13. Describe any warranty restrictions:

4.14. Delivery After Receipt of Order: _____

4.15. **The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Request for Bid which have been read and understood, and all of which are made part of this order.** By submission of this bid, the vendor certifies that they are in compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri.

4.15.1. Authorized Representative (Sign By Hand):

Date: _____

Print Name and Title of Authorized Representative

4.16. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?

_____ Yes _____ No



Standard Terms and Conditions

Boone County Purchasing
601 E. Walnut, Room 209
Columbia, MO 65201

Marlene Ridgway, Buyer
573/886-4392 - FAX 573/886-4390

1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Quotation and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the quotation and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed shall disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine will be accepted.
12. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.