



Request For Bid (RFB)

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

Heather Turner, Buyer
573/886-4392 - FAX 573/886-4390
Email: hturner@boonecountymo.org

Bid Data

Bid Number: **80-07DEC04**
Commodity Title: **2005 Regular Cab/Chassis DRW 4x4 Service/Utility Truck**

DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT

Bid Submission Address and Deadline

Day / Date: **TUESDAY, DECEMBER 7, 2004**
Time: **1:25 pm (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 7, 2004**
Time: **1:30 pm**
Location / Address: **Boone County Johnson Building Conference Room
601 E. Walnut, Room 213
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
"No Bid" Form**

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. **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** – Boone County, hereafter referred to as “County”, proposes to contract with an individual(s) or organization(s), hereinafter referred to as “Contractor” for a contract for the furnishing of a new 2005 Model Year Regular Cab/Chassis DRW 4x4 Service/Utility Truck with all manufacturer’s standard equipment and those features as detailed in the following specifications.
- 2.2. **MINIMUM TECHNICAL SPECIFICATIONS** – Cab and Chassis type vehicle, single axle, dual rear wheels, 12,000 lbs. GVWR payload minimum, 4x4, 161.5” or 165” wheelbase, approx. 84” Cab to Axle.
 - 2.2.1. **Quantity** – 1
 - 2.2.2. **Engine** – 6.0L Turbo Diesel minimum
 - 2.2.3. **Transmission** – Automatic with Tow/Haul Mode
 - 2.2.4. **Axle Ratio** – Limited Slip with 3.73 or 4.10 Ratio
 - 2.2.5. **Steering** - Power
 - 2.2.6. **Brakes** – Power, 4-Wheel ABS, front disc/rear disc
 - 2.2.7. **Alternator** – 105 Amp. Minimum
 - 2.2.8. **Battery** – Dual 750 CCA 78 AH minimum
 - 2.2.9. **Seats & Trim** – Vinyl (if available), bench seat. Color keyed floor mats. Colors: Dark Grey or Black.
 - 2.2.10. **Radio** – Electronic AM/FM stereo with clock and speakers.
 - 2.2.11. **Tires/Wheels** – Six (6) each, LT 215/85 R16E or LT 245/75 R17E BSW On/Off Road AT style, steel wheels. Spare tire to match.
 - 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 clear coat (Candy Apple Red) and chassis epoxy primer paint then top coated 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, driver and right-front passenger air bags, engine block heater, fixed grille, front bumper w/ 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. **Flat Bed** - Knapheide 12’ Pacesetter-X flatbed with treadplate decking or pre-approved equal. Permanently installed bulkhead with dropdown 3/8” steel plate spanning the area inside the truck frame. Custom fabricated storage box mounted entirely within frame rails to accommodate 12’ sign posts with hinged access door at back of truck bed. Drop mounted 18” (full width) work surface, cantilevered off the back of the bed.
 - 2.2.18. **Air Compressor** – Under-the-hood Rotary Screw Mobile Air Compressor VMAC Model VR7000, 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’ to be mounted in a utility box provided by the owner.
 - 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. **Articulating Crane** – JoMac HFC-1815 articulating crane with remote or pre-approved equal. Unit weight 850 pounds. PTO driven hydraulic pump powered to produce 3.5 gpm. Mounting surface required – 18.5” x 18.5”.

Hydraulic valve assemblies and reservoir to be located in weather proof box under the bed on the outside frame rail. Outriggers to be mounted between cab and flatbed and shall have full hydraulic controls for the vertical cylinders, the horizontal movement of the outriggers may be manually positioned. A hand-held wireless remote will be supplied for the functions of the crane. Auxiliary hydraulics shall be run to the end of the boom for operation of a hydraulic auger (forward, reverse)/hammer unit. Remote shall be capable of running auxiliary hydraulics.

- 2.2.21. **Optional Equipment** – Optional equipment should not be construed as minimum requirements.
- 2.2.21.1 **Optional Equipment** - Trailer tow package with wiring harness, hitch (installed Class V 2" receiver hitch and 4-pin wiring installed plus wiring harness for 6-pin), and brake controller; heavy duty external engine oil/transmission cooling system; mirrors to accommodate 96" wide bed – west coast style or fold away (preferred); installed speed control and tilt steering; spray on lining for anti-slip on all decking not occupied by installed equipment or storage. Lining type shall be specified on the bid response.
- 2.2.21.2. **Optional Equipment** - Boone County may or may not purchase Optional Items 2.2.21.1., depending upon the County's current need and the bid price received.
- 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** - 1995 Ford 1 Ton 4x4; Vehicle #1705; VIN #1FDKF38F8SNA47179; Asset Tag #08957; Mileage 124,000. This vehicle is not in operation at the time of this writing. Vendors are encouraged to review the vehicle. To schedule an appointment, contact Greg Edington, Fleet Operations Superintendent by calling 573-449-8515 ext. 226.
- 2.4. **DEVIATION(S)**
 - 2.4.1. It is the bidder's responsibility to submit a bid that meets all mandatory specifications stated within. Because of the variations in manufacturer's construction, the bidder must compare their product bid with the required listed minimum specifications and identify any deviations. Failure to properly identify deviations may render the bidder's proposal non-responsive and not capable of consideration for award. Bidders should note that a descriptive brochure of the model bid may not be sufficient or acceptable as proper identification of deviations from the written specifications.
- 2.5. **DESIGNEE** – Boone County Public Works, Maintenance Operations Division, Greg Edington, Fleet Operations Superintendent / Buyer 5551 Highway 63 S. Columbia, MO 65201. Telephone: 573-449-8515 ext. 226.
 - 2.5.1. **Contact** - Heather Turner, Buyer, 601 E. Walnut, Room 209, Columbia, MO 65201. Telephone (573) 886-4392 or Facsimile (573) 886-4390 or Email: hturner@boonecountymo.org
- 2.6. **DELIVERY:** Vehicle shall be delivered with Bill of Sale, Invoice, Title Application, and the Owner's Manual.
 - 2.6.1. **Delivery Terms:** FOB Destination – 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.
- 2.7. **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, Articulating Crane, 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 informalties 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

4.7.1. Truck as per Specifications

\$ _____

4.8. OPTIONAL EQUIPMENT

Trailer/Tow Package/Hitch/Brake

4.8.1. Controller

\$ _____

External Heavy Duty

4.8.2. Engine/Transmission Cooling System

\$ _____

4.8.3. West Coast/Fold-Away Mirrors

\$ _____

4.8.4. Tilt Steering/Speed Control

\$ _____

4.8.5. Lining

Lining Type _____

\$ _____

4.9. TRADE-IN AMOUNT

\$ _____

TOTAL VEHICLE COST MINUS TRADE IN AMOUNT NOT

4.10. INCLUDING OPTIONAL EQUIPMENT

\$ _____

4.11. DESCRIBE ANY DEVIATION(S)

4.12. DESCRIBE WARRANTY FEATURES

4.13. **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.**

4.13.1. Authorized Representative (Sign By Hand):

_____ Date: _____
Print Name and Title of Authorized Representative

4.14. 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

4.15. Delivery ARO: _____



Standard Terms and Conditions

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

Heather Turner, 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.
13. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms.

**Boone County Purchasing
Heather Turner
Buyer**



601 E. Walnut-Room 209
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

“NO BID” RESPONSE FORM

NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WISH TO SUBMIT A BID

If you do not wish to respond to this bid request, but would like to remain on the Boone County vendor list **for this service/commodity**, please remove form and return to the Purchasing Department. The reverse side of the form is pre-addressed, so that it can be folded in thirds, sealed with tape, and mailed. *If you would like to FAX this “No Bid” Response Form to our office, the FAX number is (573) 886-4390.*

If you have questions, please call the Purchasing Office at (573) 886-4392. Thank you for your cooperation.

Bid Number 80-07DEC04 – 2005 Truck

(Business Name)

(Date)

(Address/P.O. Box)

(Telephone)

(City, State, Zip)

(Contact)

REASON(S) FOR NOT SUBMITTING A BID:

(Fold Here Second – Then Seal With Tape)

Boone County Purchasing Department
601 E. Walnut Street, Room 209
Columbia, MO 65201-4460

Place
Stamp
Here

Boone County Purchasing Department
601 E. Walnut Street, Room 209
Columbia, MO 65201-4460

Bid Number: 80-07DEC04

Vendor Name: _____

(Fold Here First)