



Boone County Purchasing
613 E. Ash Street, Room 111
Columbia, Mo 65201

REQUEST FOR BID (RFB)

Elizabeth Sanders, CPPB
Senior Buyer
(573) 886-4393 – Fax: (573) 886-4390
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Bid Data

Bid Number: 12-06MAR15
Commodity Title: RADAR/Speed Display Trailer for Sheriff's Department

DIRECT ANY BID FORMAT OR SUBMISSION QUESTIONS TO PURCHASING DEPT.

Bid Submission Address and Deadline

Day/Date: Friday, March 6, 2015
Time: 2:00 PM (Bids received after this time will be returned unopened)
Location/Mail Address: Boone County Purchasing Department
Boone County Annex Building
613 E. Ash, Room 111
Columbia, Mo 65201
Directions: Annex Building is located at corner of 7th & Ash St.

Bid Opening

Day/Date: Friday, March 6, 2015
Time: 2:00 PM, Central Time
Location/Address: Boone County Purchasing/Annex Building
613 E. Ash St, Room 111
Columbia, Mo 65201

Bid Contents

1.0: Introduction and General Conditions of Bidding
2.0: Primary Specifications
3.0: Response Presentation and Review
4.0: Response Form
Attachments: "No Bid" Response Form
Diagram- example of placement
Standard Terms and Conditions
Debarment Form

1. Introduction and General Conditions of Bidding

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.

DEFINITIONS

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.

Bidder / Contractor / Supplier – These terms refer generally to businesses having some sort of relations 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/entities which may provide the subject goods and/or services.

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.

Response – The written, sealed document submitted according to the Bid instructions.

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 Addenda are binding, but any oral communications between County and Bidder are not.

Bidder Responsibility – The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder’s 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.

Bid Addendum – If it becomes evident that this Bid must be addended, the Purchasing Department will issue a formal written Addendum to all known prospective Bidders. If necessary, a new due date will be established.

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.

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.

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.

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

ITEMS TO BE PROVIDED – One (1) two-wheel trailer specifically designed as a RADAR / Speed Display Trailer ready for use. This equipment **MUST** meet all requirements of the BUY AMERICA Act by being made and/or assembled in the USA. Bidder shall provide documentation that the RADAR/Speed trailer is produced in the USA. Bidders shall provide with Bid Response the specification sheets and the detailed manufacturer’s warranty offered with equipment quoted.

TRAILER REQUIREMENTS-

- * Light enough to be towed by patrol vehicle (no heavier than 750 lbs).
- * Minimum 1,500 lb rated axle.
- * 2 inch ball hitch with ball receiver lock.
- * Steel (or equivalent metal) frame with fenders.
- * Completely painted or powder coated (prefer White in color).
- * Completely lockable storage cabinet/box for RADAR and electrical components.
- * At least 2 stabilizing jacks near rear on each side of trailer.
- * Adequate lighting as to pass state inspection and registration requirements.
- * Reflectors or reflective tape/markings on rear of trailer.
- * Spare Tire with mount included (to be priced as an Option)
- * Locking lug nuts.
- * Wheel Lock (to be priced as an Option)
- * Space in storage cabinet to later install other electronics inside rear of box OR room to later mount box/cabinet on rear (example of such a box/cabinet is provided in attached Figure #1).
- * Space in front of storage cabinet to later install other electronics inside front of box OR room to later mount box/cabinet on front of trailer (example is provided in attached Figure #2).

RADAR / Speed Display Component Requirements-

- * Directional Sensing speed measure RADAR components.
- * 12 Volt DC Deep Cycle batteries (or equivalent) to allow for up to 7 days run time.
- * AC power plug and AC charger to charge batteries.
- * At least an 18” LED high visibility speed display capable of folding down during transport.
- * High / Low speed display blanking capabilities.
- * Violator Alert: Flashing Speed.
- * Full set of MUTCD compliant speed display signs to include 15 mph, 20 mph, 25 mph, 30 mph, 35 mph, 40 mph, 45 mph, 50 mph, 55 mph, and 60 mph OR one MUTCD compliant speed sign capable of being changed to the desired speeds listed.
- * Speed only displayed while target is in RADAR beam.
- * Traffic Data Recording System with download capabilities (to be priced as an Option).

OTHER DESIRED OPTIONS- (Bidder to provide with bid response the specifications for options offered)

- * Solar panel charging system to charge batteries.
- * Alarm System
- * Trailer Cover
- * Additional (2 or 3) 12 Volt DC Deep Cycle batteries (or equivalent) for extended run times.
- * Aluminum Wheels
- * Larger than standard base cabinet option with larger dimensions.

BID CLARIFICATION- Any questions or clarifications concerning bid documents should be addressed in writing to Elizabeth Sanders, CPPB, Senior Buyer, 613 E. Ash St, Room 111, Columbia, MO 65201 or by faxing to (573) 886-4390 or e-mail: lsanders@boonecountymo.org .

Delivery Terms: FOB- Destination, Boone County Sheriff Department, Columbia, Mo 65202.

3. Response Presentation and Review

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.

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.

Submittal Package – Submit to the Boone County Purchasing Department, 613 East Ash St, Columbia, Missouri 65201, three (3) complete copies of your Bid Response in a single sealed envelope, clearly marked on the outside with your company name and return address, and the Bid Number and Due Date and Time.

Advice of Award – If you wish to be advised of the outcome of this Bid, the results may be viewed on the County's web page at www.showmeboone.com.

BID OPENING – On the date and time and at the location specified on the title page under "Bid Opening", all Bid 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 review any Response. In the event only one bid is received by the date and time of the bid opening, County reserves the right to not open the bid and extend the Closing Date for the purpose of inviting bid responses from more vendors in the interest of establishing competition.

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 reason 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.

RESPONSE CLARIFICATION – The County reserves the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.

Rejection or Correction of Responses – The County reserves the right to reject any or all Bid Responses. Minor irregularities or informalities in any Bid 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.

EVALUATION PROCESS – The County's sole purpose in the evaluation process is to determine from among the Bid 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.

Method of Evaluation – The County will evaluate submitted Responses in relation to all aspects of this Bid.

Acceptability – The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.

Endurance of Pricing – Bidder's pricing must be held until contract execution or 60 days, whichever comes first.

4. Response Form – Submit three (3) copies of your Bid Response in a single sealed envelope, clearly marked on the outside left corner with your company name and return address, and the Bid Number and Due Date and Time.

Company Name: _____

Address: _____

City/Zip: _____

Phone Number: _____

E-Mail: _____

Fax Number: _____

Federal Tax I.D. _____

Corporation

Partnership – Name _____

Individual/Proprietorship – Individual Name _____

Other (Specify) _____

PRICING –

Item #	Description	Unit Price	Quantity	Extended Price
1	Two-wheel RADAR/Speed Display Trailer, meeting bid specifications and with all equipment features listed in the bid requirements. <i>(Provide documentation of manufacture/assembly in USA with bid)</i> Manufacturer: _____ Model: _____	\$ _____	1	\$ _____
2	TRAILER OPTIONS to price-			
A	Spare Tire with mount included-	\$ _____	1	\$ _____
B	Wheel Lock	\$ _____	1	\$ _____
3	RADAR / SPEED DISPLAY Component OPTION to price-			
A	Traffic Data Recording System with download capabilities. Mfr/Model: _____	\$ _____	1	\$ _____

Item #	Description	Unit Price	Quantity	Extended Price
4	OTHER OPTIONS to price-			
A	Solar Panel charging system to charge batteries- Mfr/Model:	\$ _____ _____	1	\$ _____
B	Alarm System. Mfr/Model:	\$ _____ _____ _____	1	\$ _____
C	Trailer Cover	\$ _____	1	\$ _____
D	Additional (2 or 3) 12 Volt DC Deep Cycle batteries (or equivalent) for extended run times. Mfr/Brand:	\$ _____/EA _____ _____	3	\$ _____
E	Aluminum Wheels	\$ _____/Set of Two	Set	\$ _____
F	Larger than standard base cabinet with larger dimensions (provide specifics for this option if quoted)	\$ _____ added cost to Trailer quoted in Item 1.	1	\$ _____

SHIPPING AND HANDLING COSTS for delivery of all equipment quoted, FOB Destination, Sheriff Department, Columbia, MO 65202: \$ _____

DELIVERY ARO (after receipt of Order): _____ DAYS

WARRANTY- Is detailed manufacturer's warranty included with this bid response? _____

Will undersigned bidder honor submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, MO? YES _____ NO _____

If so, how long will prices for items quoted herein be honored? _____

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.

Authorized Representative (Sign by Hand):

_____ Date: _____

Print Name and Title of Authorized Representative:

_____ Title: _____



"No Bid" Response Form

Boone County Purchasing
613 E. Ash, Room 111
Columbia, MO 65201

Elizabeth Sanders, Senior Buyer
(573) 886-4393 – Fax: (573) 886-4390

"NO BID RESPONSE FORM"

**NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WANT 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 by mail or fax.

If you would like to FAX this "No Bid" Response Form to our office, the FAX number is (573) 886-4390.

Bid: 12-06MAR15 – RADAR / Speed Display Trailer

Business Name: _____

Address: _____

Telephone: _____

Contact: _____

Date: _____

Reason(s) for not bidding:

(Please complete and return with Bid)



Boone County Purchasing
613 E. Ash, Room 111
Columbia, MO 65201

Standard Terms and Conditions

Elizabeth Sanders, Senior Buyer
Phone: (573) 886-4393 – Fax: (573) 886-4390

1. Contractor shall comply with all applicable federal, state, and local laws and failure to do so, in County's sole discretion, shall give County the right to terminate this Contract.
2. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.
3. 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.
4. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid. The Purchasing Director reserves the right, when only one bid has been received by the bid closing date, to delay the opening of bids to another date and time in order to revise specifications and/or establish further competition for the commodity or service required. The one (1) bid received will be retained unopened until the new Closing date, or at request of bidder, returned unopened for re-submittal at the new date and time of bid closing.
5. 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.
6. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
7. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
8. 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.
9. 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.
10. Failure to deliver as guaranteed may disqualify Bidder from future bidding.
11. 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.
12. No bid transmitted by fax machine or e-mail will be accepted.
13. 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.
14. 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.

15. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.
16. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
17. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.
18. **For all titled vehicles and equipment the dealer must use the actual delivery date to the County on all transfer documents** including the Certificate of Origin (COO,) Manufacturer's Statement of Origin (MSO,) Bill of Sale (BOS,) and Application for Title.
19. **Equipment and serial and model numbers** - The contractor is strongly encouraged to include equipment serial and model numbers for all amounts invoiced to the County. If equipment serial and model numbers are not provided on the face of the invoice, such information may be required by the County before issuing payment.

**Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name and Title of Authorized Representative

Signature

Date