



Boone County Purchasing
613 E. Ash St., Room 110
Columbia, MO 65201

Request for Bid (RFB)

Melinda Bobbitt, CPPO, Director of Purchasing
(573) 886-4391 – Fax: (573) 886-4390
Email: mbobbitt@boonecountymo.org

Bid Data

Bid Number: **04-10JAN17**
Commodity Title: **Pursuit Vehicles for the Boone County Sheriff Department**

DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT

Bid Submission Address and Deadline

Day / Date: **Tuesday, January 10, 2017**
Time: **2:30 P.M.** Central Time. (Bids received after this time will be returned unopened)
Location / Mail Address: Boone County Purchasing Department
Boone County Annex
613 E. Ash Street, Room 110
Columbia, MO 65201

Directions: The Boone County Annex is located on the Southeast corner at 7th St. and Ash St. Enter the building from the South Side. Wheel chair accessible entrance is available.

Bid Opening

Day / Date: **Tuesday, January 10, 2017**
Time: **Shortly After 2:30 P.M.** Central Time. (Bids received after this time will be returned unopened)
Location / Address: Boone County Annex Building
Conference Room
613 E. Ash Street
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**
Debarment Form
Standard Terms and Conditions
No Bid Response 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 per 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. 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.
 - 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. The County also reserves the right to no award and purchase off an intergovernmental cooperative contract if that option is deemed to be in the best interest of 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 – 2017 or newer pursuit vehicles in three configurations as detailed within for the Boone County Sheriff Department. The County anticipates that up to 14 pursuit vehicles may be ordered from this contract during the 2017 model year. The County will state the quantity, vehicle color, and keyed-alike code(s) at the time of order.**
- 2.1.1. **Quantities:** Quantities are estimated. Boone County does not guarantee minimum order quantities. The County reserves the right to increase or decrease quantities as requirements dictate.
- 2.2. **CONTRACT PERIOD** – Any Term and Supply Contract resulting from this Bid will have an initial term from the **date of award through the end of the 2017 model year**. Orders may be placed throughout the model 2017 year for a 2017 or newer pursuit vehicle and orders will be placed with County issued Purchase Orders. Multiple orders will be placed from this contract.
- 2.2.1. **CONTRACT DOCUMENTS** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
- 2.3. **GENERAL REQUIREMENTS**
- 2.3.1. Unit(s) shall be designed and constructed for performance, durability, dependability, and safety.
- 2.3.2. Equipment shall be bid as a complete package and prepared for use with turnkey operation prior to delivery. Equipment shall be new, current year manufacture of latest design and production that conforms in strength, quality of material and workmanship equal to equipment that is usually provided to the trade in general.
- 2.3.3. The unit(s) shall include all inspection coupons, certifications, or warranty identification cards furnished in accordance with standard warranty policies.
- 2.3.4. **No substitutions allowed. The Sheriff Department has standardized with Ford Interceptor vehicles.**
- 2.4. **MINIMUM SPECIFICATIONS**
- 2.4.1. **Configuration #1: Enforcement - 2017 Ford Interceptor Utility**
- 2.4.2. **Utility – All Wheel Drive (3.7L V6)**
- 2.4.3. **Standard 2017 (or newer) model year features, plus the following:**
- 2.4.4. Dark car feature (courtesy lamp disabled when any door is opened).
- 2.4.5. Front headlamp housing– Police Interceptor specific
- 2.4.6. Rear tail light housing – Police Interceptor specific
- 2.4.7. Vinyl flooring (1st and 2nd rows) – no carpet flooring
- 2.4.8. Vinyl rear seats
- 2.4.9. Dome lamp (red/white in cargo area)
- 2.4.10. Radio noise suppression bonding
- 2.4.11. Spot lamp (driver side, incandescent)
- 2.4.12. Pre-wiring for grille lamp, siren, and speaker
- 2.4.13. L.H. and R.H power heated power adjusting outside rearview mirrors
- 2.4.14. Heated mirrors
- 2.4.15. 5” center caps in lieu of full wheel covers
- 2.4.16. Rear view camera (image displayed in rear view mirror)
- 2.4.17. Re-mappable (4) switches on steering wheel (with SYNC)
- 2.4.18. Hidden door lock plunger with rear door handles inoperable.
- 2.4.19. Windows (rear window power delete, operable from front driver side)
- 2.4.20. Keyed alike (fleet) with at least 2 keys/FOBS per vehicle provided. The key code will be provided at time of order.
- 2.4.21. Reverse sensing

- 2.4.22. Front license plate bracket
- 2.4.23. Police Engine Idle feature
- 2.4.24. Remote Keyless Entry System (available with fleet keyed alike)
- 2.4.25. SYNC Basic (includes Reverse Sensing)
- 2.4.26. Reverse Sensing (included with SYNC Basic)
- 2.4.27. Global Lock / Unlock feature
- 2.4.28. Delete “Interceptor” badge from rear liftgate
- 2.4.29. Color: Specified at time of order
- 2.4.30. Keyed Alike Code: Specified at time of order

Configuration #2: Investigations - 2017 Ford Interceptor Sedan

- 2.4.31. **Sedan – Front wheel drive (3.5L V6 engine)**
- 2.4.32. **Standard 2017 model year features, plus the following:**
- 2.4.33. Dark car feature (courtesy lamps disabled when any door is opened).
- 2.4.34. Front headlamp housing – Police Interceptor specific
- 2.4.35. Rear tail light housing – Police Interceptor specific
- 2.4.36. Vinyl flooring (1st and 2nd rows) – no carpet flooring
- 2.4.37. Vinyl rear seat
- 2.4.38. Radio noise suppression bonding
- 2.4.39. Delete spotlight
- 2.4.40. Pre-wiring for grille lamp, siren, and speaker
- 2.4.41. Heated mirrors
- 2.4.42. 18” full face wheel covers
- 2.4.43. Delete “Interceptor” badge from trunklid
- 2.4.44. Rear view camera (image displayed in rear view mirror)
- 2.4.45. SYNC Basic (includes Reverse Sensing)
- 2.4.46. Keyed alike (fleet) with at least 2 keys/FOBS per vehicle provided. The key code will be provided at time of order.
- 2.4.47. Reverse Sensing (included with SYNC Basic)
- 2.4.48. Front license plate bracket
- 2.4.49. Police engine idle feature
- 2.4.50. Remote keyless – entry key fob (ordered with keyed alike option)
- 2.4.51. Color: Specified at time of order
- 2.4.52. Keyed Alike Code: Specified at time of order

Configuration #3: Corrections - 2017 Ford Interceptor Utility

- 2.4.53. **Utility – All Wheel Drive (3.7L V6)**
- 2.4.54. **Standard 2017 model year features, plus the following:**
- 2.4.55. Standard Front headlamp housing (non-police)
- 2.4.56. Standard Rear tail light housing (non-police)
- 2.4.57. Vinyl flooring (1st and 2nd rows) – no carpet flooring
- 2.4.58. Vinyl rear seats
- 2.4.59. Dome lamp (red/white in cargo area)
- 2.4.60. Radio noise suppression bonding
- 2.4.61. Delete dark car feature
- 2.4.62. Delete spot lamp (driver side, incandescent)
- 2.4.63. Delete pre-wiring for grille lamp, siren, and speaker
- 2.4.64. Delete “Interceptor” badge from rear liftgate
- 2.4.65. L.H. and R.H. power heated, power adjusting outside rearview mirrors
- 2.4.66. Heated mirrors
- 2.4.67. 18” full face wheel covers
- 2.4.68. Rear view camera (image displayed in rear view mirror)
- 2.4.69. Hidden door lock plunger with rear door handles inoperable

- 2.4.70. Windows (rear window power delete, operable from front driver side)
- 2.4.71. Keyed alike (fleet) with at least 2 keys/FOBs per vehicle provided. The key code will be provided at time of order.
- 2.4.72. Reverse sensing
- 2.4.73. Front license plate bracket
- 2.4.74. Remote Keyless Entry System (available with fleet keyed alike)
- 2.4.75. SYNC Basic (includes Reverse Sensing)
- 2.4.76. Reverse Sensing (included with SYNC Basic)
- 2.4.77. Auxiliary air conditioning (rear a/c)
- 2.4.78. Global Lock / Unlock feature
- 2.4.79. Police engine idle feature
- 2.4.80. Color: Oxford White
- 2.4.81. Keyed Alike Code: Specified at time of order

2.5. **DEVIATIONS**

- 2.5.1. It is the bidder's responsibility to submit a bid that meets all mandatory specifications stated within. Because of the complexity and number of required specifications, 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 acceptable as proper identification of deviations from the written specifications.

2.6. **Designee** – Boone County Sheriff Department

- 2.6.1. **Contact** – Melinda Bobbitt, CPPO, Director of Purchasing, Boone County Purchasing Department, Boone County Annex Building, 613 E. Ash, Room 110, Columbia, MO 65201. Telephone: (573) 886-4391; Facsimile: (573) 886-4390 or email: mbobbitt@boonecountymmo.org

2.7. **Delivery:** Units shall be delivered with Bill of Sale and Title of Ownership.

- 2.7.1. **Delivery Terms and Address / Invoice Address:** FOB Destination - Boone County Sheriff Department, 2121 County Dr, Columbia, MO 65202
- 2.7.2. **Title Address:** Boone County Sheriff, 613 E. Ash Street, Room 110, Columbia, MO 65201

2.8. **ADDITIONAL TERMS AND CONDITIONS:**

- 2.8.1. Equipment shall be properly serviced, including grease and oil to the proper levels.
- 2.8.2. Vendor should include product literature for each proposed piece of equipment.
- 2.8.3. Bid evaluation will be based on quality, reliability, delivery time after receipt of order, 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 are posted and may be viewed on our web page www.showmeboone.com. (Purchasing/Bid Awards)
- 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. E-mail Address: _____

4.6. Fax Number: _____

4.7. Federal Tax ID: _____

- 4.7.1. Corporation
- Partnership - Name _____
- Individual/Proprietorship - Individual Name _____
- Other (Specify) _____

Note: The County intends to purchase up to 14 total vehicles that best meet the County's needs.

4.8. **PRICING** *Qty* *Unit Price*

4.8.1.	Configuration 1: Enforcement Ford Interceptor Utility All Wheel Drive (3.7L V6) Standard 2017 or newer	1	\$
4.8.2.	Configuration 2: Investigations Ford Interceptor Sedan Front Wheel Drive (3.5L V6) Standard 2017 or newer	1	\$
4.8.3.	Configuration 3: Corrections Ford Interceptor Utility All Wheel Drive (3.6L V6) Standard 2017 or newer	1	\$
4.8.4.	Preparation Cost per vehicle	1	\$
4.8.5.	Delivery Cost to Boone County Sheriff Department per vehicle	1	\$

4.9. Describe warranty (or attach) features of all items, terms for fleet use and/or any special conditions that may apply:

4.10. 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

4.11. Delivery Working Days After Receipt of Order: _____

4.12. Please state the date how long pricing is firm. County may wish to place order later in the year for insurance replacements. Pricing is firm through _____ date.

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.

Authorized Representative (Sign By Hand):

4.13.1. _____ Date: _____

Print Name and Title of Authorized Representative

4.13.2. _____

(Please complete and return with Contract)

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



Boone County Purchasing
613 E. Ash St., Room 110
Columbia, MO 65201

Standard Terms and Conditions

Melinda Bobbitt, CPPO, Director of Purchasing
(573) 886-4391; 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.



“No Bid” Response Form

Boone County Purchasing
613 E. Ash, Room 110
Columbia, MO 65201

Melinda Bobbitt, CPPO, Director of Purchasing
(573) 886-4391; 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: 04-10JAN17 – Pursuit Vehicles for the Boone County Sheriff Department

Business Name: _____

Address: _____

Telephone: _____

Contact: _____

Date: _____

Reason(s) for Not Bidding:

