



Boone County Purchasing
613 E. Ash St., Room 109
Columbia, MO 65201

Request for Bid (RFB)

Liz Palazzolo, CPPO, C.P.M. – Senior Buyer
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Bid Data

Bid Number: **20-14MAY18**
Commodity Title: **Automotive Supplies**

DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT

Bid Submission Address and Deadline

Day / Date: **Monday, May 14, 2018**

Time: **2:00 P.M.** Central Time.

(NOTE: Bids received after this time will not be opened; they can be returned upon request at the bidder's expense.)

Insertion Date: April 26, 2018

Location / Mail Address: Boone County Purchasing Department

Boone County Annex
613 E. Ash Street, Room 109
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: **Monday, May 14, 2018**

Time: **Shortly After 2:00 P.M.** Central Time.

Location / Address: Boone County Annex Building
Conference Room
613 E. Ash Street
Columbia, MO 65201

Bid Contents

- 1: **Introduction and General Conditions of Bidding**
- 2: **Scope of Work**
- 3: **Bidder's Instructions & Evaluation**
- 4: **Vendor Response and Pricing Pages**
Certification Regarding Lobbying

**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 sealed bid responses that offer to provide **Automotive Parts and Accessories** as described in greater detail herein.

a. **History:** Boone County has contract 24-29APR15 in place with Scheppers International Truck Center, Champion Brands LLC, MHC Kenworth, and Factory Motor Parts. The contract expires June 30, 2018. A total in excess of \$41,000.00 was spent by the County in calendar year 2017 between all contractors. This information is presented as historical reference information and it is not intended to be construed as a promise or guarantee of actual County purchases activity under new contracts.

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 Request for 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. The **Boone County Public Works Department** is the “Designee” or primary user of the contract(s) for automotive supplies.

1.2.2. **Bidder / Contractor / Supplier:** These terms refer generally to businesses having some sort of relationship to or with the County. The term may apply differently to different classes of entities, as the context will indicate.

Bidder - Any business entity submitting a response to this Request for Bid (RFB). Suppliers, which may be invited to respond, or which express interest in this Request for Bid, but which do not submit a response, have no obligations with respect to RFB requirements.

Contractor - The bidder whose response to this Request for 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 RFB.

Supplier - All business entities which may provide the subject goods and/or services.

1.2.3. **Request for Bid:** This entire document, including attachments. A Request for Bid (RFB) may be used to solicit various kinds of information. The kind of information this Request for Bid seeks is indicated by the title appearing at the top of the first page. An “Invitation for Bid” or Request for Bid is used when the need is well defined. An “Invitation for Proposal”

or Request 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 by the bidder per the RFB's instructions.

1.3. **Questions About This RFB:** Questions regarding this Request for Bid should be directed in writing, preferably by e-mail, to the Buyer of Record in the Boone County Purchasing Department: Liz Palazzolo, 573-886-4392, lpalazzolo@boonecountymo.org.

Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective bidders if time permits. Note: The only official position of the County is in writing issued as part of the RFB or as an Addendum to the RFB; any oral or other communications between the County and vendors are not considered binding.

1.3.1. **Bidder Responsibility:** The bidder is expected to be thoroughly familiar with all specifications and requirements of this RFB. The bidder's failure or omission to examine any relevant form, article, site or document shall not relieve the bidder from any obligation regarding any requirements stated herein. By submitting a response, the bidder is presumed to agree and concur with all terms, conditions, and specifications of this RFB.

1.3.2. **Bid Addendum:** If it becomes evident that this RFB must be amended/modified/changed, the Purchasing Department will issue a formal written Addendum to all known prospective Bidders. If necessary, a new due date will be established.

1.4. **AWARD(S):** Award will be made to the bidder(s) whose bid(s) provides the greatest value to the County from the standpoint of suitability of 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 not award a contract(s) as a result of the RFB, and purchase off an intergovernmental cooperative contract if that option is deemed to be in the best interest of the County.

a. The County intends to make multiple contract awards, i.e., to award a contract to more than one vendor in order to meet the variety of automotive supplies needs posed primarily by the Boone County Public Works Department, but by any County Office requiring automotive supplies.

1.5. **CONTRACT EXECUTION:** This Request for Bid (RFB), any RFB Addenda issued, and the winning bidder's response including any bid clarification requested by the County will be made part of any resulting contract and will be incorporated in the resulting contract as set forth, i.e., verbatim.

1.5.1. **Precedence:** In the event of any contradiction or conflict between the provisions of the documents comprising the resulting contract, all said contradiction or conflict will be resolved by giving precedence in the following order:

1) the provisions of the Contract;

- 2) the provisions of the Request Bid, including any Addenda;
- 3) the provisions of the Bidder's Response.

1.6. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS:** The bidder shall agree to be bound by the County's standard "boilerplate" terms and conditions for Contracts, as attached to this RFB.

2. Scope of Work:

2.1. The contractor shall provide **Automotive Parts and Accessories** on an as needed basis as ordered by the County and pursuant to the following specifications presented herein. All automotive supplies and accessories shall be new merchandise and free from defects.

2.2. **Standard Automotive Parts and Accessories:** The contractor shall supply standard automotive parts and accessories the County has identified on the Vendor Response and Pricing Pages and keep the specifically identified items in stock for the County. The contractor shall also allow the County to purchase other items not identified in the list.

- a. The contractor shall stock a sufficient quantity of supplies to meet the requirements of the County on an "as needed" basis within seventy-two (72) consecutive hours after being notified of such requirements by the County.

2.3. **Product Substitutions:** All product substitutions suggested by the contractor must be pre-approved by the Boone County Shop Superintendent in writing. The County reserves the right to request samples of any substitutes. These samples shall be provided by the contractor to the County free of charge. The contractor shall understand and agree that interpretation of "equal or better" will be determined at the sole discretion of the County.

2.4. **Return Policy:** The County shall be allowed by the contractor to return auto supplies and accessories ordered from the contract that the County cannot use if the supplies are in good condition for full credit, and at no additional charge to the County for making the return, i.e., no restocking or other fees shall be charged.

2.5. **Warranty:** The contractor shall provide the manufacturer's standard warranty on all automotive supplies and accessories purchased by the County from the contract. The warranty must at minimum cover all parts against defect in materials and/or workmanship. The warranty shall become effective on the date of acceptance by the County. Should any defect in materials or workmanship, except ordinary wear and tear, appear during the warranty period, the contractor shall repair or replace the item at no cost to the County.

2.6. Delivery:

2.6.1. All deliveries shall be made FOB Destination with all freight charges including freight insurance fully included and prepaid by the contractor. The contractor shall make inside-

deliveries as requested by the County.

- a. Stocking Deliveries to County: The County anticipates making orders on an as needed, if needed basis. All stocking deliveries to the County **Must Be Delivered** to this address:

Boone County Public Works
5551 Tom Bass Road
Columbia, MO 65201

- b. Contractor's Business Site Pick-Up: At the County's option regarding some orders, the County will pick-up goods ordered from the contractor's local business site if available. The contractor shall be responsible for securing proper identification from the County employee prior to issuing County-ordered supplies. The County shall not be responsible for supplies issued to persons not properly identified as current County employees.

2.7. Pricing and Discounts:

- 2.7.1. All prices and discounts shall be as indicated on the Vendor Response and Pricing Pages. The County shall pay the specific "Net Price" for the specifically identified item as listed in the price table on the Vendor Response and Pricing Pages.
 - a. The County shall not pay nor be liable for any other additional costs including but not limited to taxes, packing, handling, shipping and freight, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc.
 - b. Additionally, the County shall not be subject to any minimum order quantities or total prices.
- 2.7.2. The unit prices for the specifically identified items on the Vendor Response and Pricing Pages shall remain fixed for the identified original contract period.
- 2.7.3. Discount Pricing: For unidentified automotive supply/parts items the County may desire to purchase, the "Net Price" charged to the County shall be determined by applying the discount quoted for the identified manufacturer to the current Manufacturer Standard Retail Price (MSRP) for the item.
 - a. The discount quoted for the specific manufacturer of the specific item shall also be considered firm throughout the original and renewal contract periods.
 - b. If the items and the manufacturer are not identified in the pricing table, then the "Net Price" charged to the County shall be determined by applying the discount quoted in item 4.13 on the Vendor Response and Pricing Pages to the current MSRP for the specific item.
 - c. For discount pricing, the contractor must provide current MSRP price lists/catalogs to the County Purchasing Department upon request:

Boone County Purchasing Department
Attention: Senior Buyer – Contract 20-14MAY18
613 E. Ash Street
Columbia, Missouri 65201

- d. The contractor shall understand and agree that the MSRP price list/catalog pricing may change during the contract period and each renewal period, although such pricing shall not change with a frequency greater than every twelve (12) months unless the contractor can provide proof that the manufacturer's pricing has increased. All updated price lists/catalogs must be forwarded to the County Purchasing Department at contract period renewal time, and otherwise as applicable.
 - e. In addition, the contractor shall furnish current price lists/catalogs to any County office upon request, and as the catalogs change and/or pricing is updated. The contractor is solely responsible for keeping the County informed of price changes. Failure to notify the County may result in termination of the agreement.
 - f. In the event that a price list/catalog lists more than one price for the same item, the applicable quoted firm, fixed discount shall be applied to the lowest listed price.
 - g. In addition to any discounts quoted in the contract, the contractor shall pass on all manufacturers' special discounts or programs as may occur during the duration of the contract period. If prices decline or should the contractor at any time during the life of the contract sell the same under similar quantity and delivery conditions to anyone else at prices below those quoted to the County, then such lower prices shall be immediately extended to the County. Such changes may be made retroactive if appropriate.
- 2.7.4. **Renewal Pricing:** Current MSRP pricing shall apply. The "Net Price" charged to the County shall be the current MSRP minus the firm, fixed discount quoted for the specific manufacturer as shown in the Vendor Response and Pricing Pages, or as quoted for item 4.13 for unidentified items/manufacturers.
- 2.7.5. **Price Audits:** Periodically, during the contract period, various contractor invoice prices may be compared with sample item prices to verify the contractor's compliance with proposed contract pricing terms.
- 2.8. **Contract Orders:** All orders off the contract shall be placed by the County with County-issued Purchase Orders, and it is anticipated that multiple orders will be placed from the contract.
- 2.9. **Payment Terms:** All billing shall be invoiced to the County department placing the order and billings may only include the prices quoted on the Vendor Response and Pricing Pages. No fees for set up, clean up, labor, delivery, or taxes shall be included as additional charges in excess of the charges in the Vendor's bid response to the specifications. The County agrees to pay all invoices within thirty days of receipt of an **accurate MONTHLY** statement.

- 2.10. **Estimated Quantities:** The contractor shall understand and agree that the quantities stated herein are estimates. Boone County does not guarantee a specific order quantity nor a minimum order quantity. The County reserves the right to increase or decrease quantities as deemed necessary.
- 2.11. **Contract Period:**
- 2.11.1. Any Term and Supply Contract resulting from this RFB shall have an initial term from **July 1, 2018 through the June 30, 2019**. The County shall have the right at its sole discretion to renew the contract for **four (4) additional one-year periods** or any portion thereof. Renewal pricing shall be determined by applying the quoted manufacturer discount to the current MSRP for the item. All quoted discounts shall remain the same throughout the initial and all renewal contract periods.
- a. The contract may be extended beyond the expiration date by order of the County on a month-to-month basis for a maximum of six (6) months from the date of termination if it is deemed to be in the best interest of Boone County.
- 2.12. **Contract Documents:** The successful bidder (also the “contractor”) shall be obligated to enter into a written contract with the County within thirty (30) calendar 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 the bid. The 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 the RFB or are unacceptable to Boone County’s legal counsel.
- 2.13. **Non-Exclusivity:** The County reserves the right to obtain “like or similar” products provided under the contract from other contractors or sources, i.e., exclusive of the contract, when use of such products is deemed to be in the best interest of the County.
- 2.14. **Contractor Sample Assurance:**
- 2.14.1. The contractor shall agree that products provided under contract shall conform to all mandatory specifications, terms, conditions and requirements stated herein. Furthermore, if the product has been sample-tested, the contractor shall agree that the same product submitted for sample-testing and which passed sample-testing shall be provided to the County for the duration of the contract. No substitutions of product shall be made without the prior written approval of the County Purchasing Department. Only substitutes that are equivalent or better than the product(s) originally contracted for, and equal to or less in price, shall be considered for approval.

3. Bidder's Instructions and Evaluation

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- 3.1. **RESPONSE CONTENT:** In order to enable direct comparison of competing bid responses, the bidder must submit a bid response that strictly conforms to the mandatory requirements and technical specifications stated herein. Failure to adhere to all requirements may result in the bidder's bid response being disqualified as non-responsive. All bid responses must be submitted using the provided "Bid Response Sheet" that follows. Every question should be answered, and if not applicable, the section should contain "N/A." Manufacturer's published specification sheets for the vehicles requested should be included with the response.

 - 3.2. **CONTACT:** All questions about the Request for Bid must be referred to the Buyer of Record for Boone County Purchasing, Liz Palazzolo, Senior Buyer at 573-886-4392, lpalazzolo@boonecountymo.org prior to the RFB closing date. Bidders are encouraged to contact the Purchasing Office with questions at least ten (10) calendar days prior to bid opening. Bidders shall not contact the Sheriff's Office with questions about this RFB.

 - 3.2. **SUBMITTAL OF RESPONSES:** Bid 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 the bidder wishes to be advised of the outcome of this bidding process, the results are posted and may be viewed on Boone County's Purchasing 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 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 bid response.

 - 3.3.1. **Removal from Vendor Database:** If any prospective bidder currently in Boone County Purchasing's Vendor Database to whom the Bid was sent elects not to submit a bid response and fails to reply in writing stating reasons for not bidding (i.e., uses the "No Bid Response" form, then that bidder's name may be removed from the Purchasing vendor database. Other reasons for removal include the vendor's unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.

 - 3.4. **BID DEVIATIONS:**

 - 3.4.1. It is the bidder's responsibility to submit a bid that meets all mandatory specifications stated herein. 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.

- 3.5. **RESPONSE CLARIFICATION:** The County reserves the right to request additional written or oral information from bidders in order to obtain clarification of their bid response.
- 3.5.1. **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 Request for Bid conditions, may be waived at the County's discretion whenever it is determined to be in the County's best interest.
- 3.6. **EVALUATION PROCESS:**
- 3.6.1. The County's sole purpose in the evaluation process is to determine from among the bids received, which bids are best suited to meet the County's needs at the lowest possible cost. Any final analysis (or weighted point score as may be applicable) does not imply that one bidder is superior to another, but simply that in the County's judgment, the selected bidders appear to offer the best overall solution for the County's current and anticipated needs at the lowest possible cost to the County.
- a. Awards: As stated in paragraph 1.4(a) herein, the County anticipates awarding contracts to multiple vendors, i.e., the highest-ranking bids as determined by the County in its bid evaluation process.
- 3.6.1. **Evaluation of Bids:** The evaluation of bids will be based on responsiveness to bidding requirements, adherence to mandatory specifications, prices, discount, warranty, delivery time after receipt of order, and other contractor support considerations. Vendors will be compared to one another based on pricing, comprehensiveness, responsiveness and responsibility of the vendor. Those vendors who best meet the County's needs overall will be ranked highest. Any bid failing to meet mandatory terms for bidding will be determined unacceptable or nonresponsive without further clarification from the County.
- 3.6.2. **Acceptability:** The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.
- 3.6.3. **Firm Pricing:** The bidder's pricing must be firm and fixed for ninety (90) calendar days after the RFB closing date. If a contract is awarded, all pricing shall be considered binding for the duration of the contract period.
- 3.7. **Manufacturer Names - Samples:**
- 3.7.1. Identified manufacturer names are presented for informational purposes. The named brand is preferred although the bidder may bid an equivalent product. It is the bidder's responsibility to demonstrate how the equivalent product meets the specifications of the named item on the Price Table found on the Vendor's Response and Pricing Pages.
- 3.7.2. In the event the bidder bids an equivalent product, the bidder may be requested by the County during its evaluation process to submit a sample of the product(s) at no cost to the County. If notified, such samples should be clearly identified with: (1) the bidder's company name, (2) County RFB bid number, (3) item identified and (4) manufacturer product sheet or similar

information.

- 3.7.3. Samples shall be submitted to the County Office designated at the time of request.
- 3.7.4. A bidder failing to submit a sample(s) within five (5) working days after notification from the Purchasing Office may not be considered for award for that item.
- 3.7.5. Samples will be returned only upon specific request of the bidder, and at the bidder's expense; the County shall bear no responsibility or costs to return any samples.
- 3.7.6. At minimum, samples will be evaluated for consistency and similarity with the named product.
- 3.7.7. If sample testing indicates that the product does not meet mandatory specifications or is found otherwise unacceptable, the award shall not be made to that bidder for that item.
- 3.7.8. The sample submitted must be the exact item bid, and it must conform to the mandatory RFB specifications for the specific line item. If awarded a contract for the line item, the bidder hereby agrees that the product provided under contract shall be the same product submitted for sample testing for the duration of the contract.

4. VENDOR RESPONSE AND PRICING PAGES

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) _____

4.8. 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:

4.9. Cooperative Procurement: Will the bidder honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?

_____ Yes _____ No

4.10. **Delivery:** Delivery in Calendar Days After Receipt of Order: _____

4.11. **Warranty Terms:** The standard manufacturer warranty must be provided. The bidder should describe warranty terms below (e.g., duration and coverage) in the provided space:

4.12 PRICING: The bidder must price **one, some or all** of the following items. The County prefers that bidders price as many of the listed items as possible. It is preferred that the identified manufacturer item be bid but the bidder may bid an equivalent item. It is incumbent on the bidder to demonstrate the equivalency of any item that is not bid as the identified item.

In completing information below for each priced item, the bidder must provide the current **Manufacturer’s Standard Retail Price (MSRP)** for the item, show the applicable discount percentage, then show the after-discount price as the “net” price (i.e., MSRP minus the discount %). **The “net” price shall be the price that the County will be charged for the identified item.** The bidder is advised to include the current MSRP price list with the bid. The bidder must provide the current MSRP price list upon request of the Purchasing Office; failure to comply shall negatively impact the bid in the evaluation.

The discount quoted for the named manufacturer in the “Discount” column shall remain FIRM for that manufacturer for the initial and all renewal contract periods. The quoted discount percentage shall be applied to other unidentified items for that manufacturer line.

The discount percentage quoted for item 4.13 shall apply to price all other unidentified items and manufacturers of automotive parts and supplies the bidder can make available to the County. Only one across the board discount shall be quoted for all other unidentified supplies/manufacturers for item 4.13.

All pricing including discount percentages shall be considered **firm and fixed**, and be quoted FOB Destination Freight Prepaid and Allowed (i.e., all freight, transportation and related insurance costs must be built into quoted pricing). The County shall pay no additional pricing.

PRICING TABLE - STANDARD AUTOMOTIVE PARTS AND ACCESSORIES

<u>Oil Filters, Fuel Filters, Air Filters (Luberfiner is current brand unless otherwise noted)</u>									
	Oil Filters SKU #'s	Brand/Product Manufacturer (MSRP source)	Vehicle Manufacturer	Vehicle Model	Model Year	Current MSRP \$	Firm, Fixed Discount Percentage (%) – Shall Apply for the Initial and All Renewal Periods	Net Price \$	If not bidding the identified brand, then the bidder must identify the brand being bid
4.12.1.	LFP3000XL	Luber finer	Cummins	8.3L C-Series	2014				
4.12.2.	LFP5090	Luber finer	Detroit	DD13	2012				

4.12.3.	LFP6043	Luber finer	Paccar	MX13C	2015				
4.12.4.	PH500	Luber finer	Ford	3.7L	2014				
4.12.5.	PH48	Luber finer	Chevrolet	5.3L	2009				
4.12.6.	LFP5214	Luber finer	John Deere	672G	2009-17				
4.12.7.	LFP4836	Luber finer	John Deere	6125M	2014				
4.12.8.	LFP2051	Luber finer	Ford	F-550	2016				
4.12.9.	PH253	Luber finer	Kubota	KX057-4	2011				
Fuel Filters									
4.12.10.	L5091F	Luber finer	Detroit	DD13	2012				
4.12.11.	LFF6963	Luber finer	John Deere	672G	2009-15				
4.12.12.	LFF6964	Luber finer	John Deere	672G	2009-15				
4.12.13.	G6593	Luber finer	Ford	F-550	2003				
4.12.14.	L5467FNXL	Luber finer	Paccar	MX13	2015				
Air Filters									
4.12.15.	AF2884	Luber finer	Ford	3.7L	2014				
4.12.16.	LAF6986	Luber finer	Kenworth	MX13	2015				
4.12.17.	LAF1519	Luber finer	Chevrolet	5.3L	2009				
4.12.18.	LAF6902	Luber finer	Ford	F-550	2016				
4.12.19.	LAF8669	Luber finer	John Deere	672G	2009-15				
Hydraulic Filters									
4.12.20.	LFH9347	Luber finer	John Deere	672G	2009-15				
4.12.21.	LFH7221	Luber finer	John Deere	6125M	2014				
4.12.22.	LH4582G	Luber finer	Freightliner	114SD	2014				

Cabin Filters										
4.12.23.	CAF1885P	Luber finer	Ford	Explorer	2014					
4.12.24.	CAF24016	Luber finer	Freightliner	114SD	2014					
4.7.25.	SUB-TOTAL (Oil Filters, Fuel Filters, Air Filters)									\$
	<i>Pricing Continued on Next Page</i>									

<u>Brakes-Part I</u>									
	Brake Shoes/Pads (Raybestos) SKU #'s	Brand/Product Manufacturer (MSRP Source)	Vehicle Manufacturer	Vehicle Model	Model Year	Current MSRP \$	Firm, Fixed Discount Percentage (%) – Shall Apply for the Initial and All Renewal Periods	Net Price \$	If not bidding the identified brand, then the bidder must identify the brand being bid
4.12.26.	PFH161120(Front)	Performance Friction	Ford	Interceptor	2014				
4.12.27.	PFH16161220(Rear)	Performance Friction	Ford	Interceptor	2014				
4.12.28.	PFH106610	Performance Friction	Ford	F-550	2016				
4.12.29.	960(Rear)	Bendix	Chevrolet	1500 4WD	2013				
	Rotors/Drums (Raybestos)								
4.12.30.	BRRF-318-1X(Front)	Motorcraft	Ford	Interceptor	2014				
4.12.31.	BBRF-92-1X(Rear)	Motorcraft	Ford	Interceptor	2014				
4.12.32.	PRT5731	Bendix	Ford	F-550	2016				
4.12.33.	SUB-TOTAL (Brakes-Part I)								\$
<u>Brakes-Part II (Heavy Truck)</u>									
	Drums SKU #'s	Brand/Product Manufacturer (MSRP Source)	Vehicle Manufacturer	Vehicle Model	Model Year	Current MSRP \$	Firm, Fixed Discount Percentage (%) – Shall Apply for the Initial and All Renewal Periods	Net Price \$	If not bidding the identified brand, then the bidder must identify the brand being bid

4.12.34.	9003687X (Balanced)	Gunite	Freightliner	114SD	2012-14					
4.12.35.	3600AX (Balanced) (Qty 16/order)		Freightliner	114SD	2012-14					
Air Brake Chambers/Spring Brake MGM (OEM)										
4.12.36.	GC3030LCW	Haldex	Freightliner/ Paccar	Type 30-30 Long Stroke w/Welded Yoke	2012-15					
	Brake Shoe Kits w/Hardware									
4.12.37.	XK2124715QP	Meritor	Freightliner	114SD	2012-14					
4.12.38.	FLT4707QP23K (Qty 16/order)	Fleetrite	Freightliner	114SD	2012-14					
4.12.39.	4709 23K	Eaton	Kenworth	T800	2016					
4.12.40.	SUB-TOTAL (Brakes-Part II Heavy Truck)								\$	
Windshield Wipers										
	Blades SKU #'s					Brand/ Product Manu- facturer (MSRP Source)	Current MSRP \$	Firm, Fixed Discount Percentage (%) – Shall Apply for the Initial and All Renewal Periods	Net Price \$	
						NOTE: If not bidding the named brand, then use available space to identify the brand being bid				

4.12.41.	SP16 (Profile)	ANCO Or			
4.12.42.	SP20 (Profile)	ANCO Or			
4.12.43.	SP22 (Profile)	ANCO Or			
4.12.44.	SP24 (Profile)	ANCO Or			
4.12.45.	31-22	ANCO Or			
4.12.46.	SP26 (Profile)	ANCO Or			
4.12.47.	31-22	ANCO Or			
4.12.48.	30-22	ANCO Or			

4.12.49.	30-20		ANCO			
			Or			
4.12.50.	31-20		ANCO			
			Or			
4.12.51.	31-24		ANCO			
			Or			
4.12.52.	SUB-TOTAL (Windshield Wipers)					\$
	Lamps (Wagner)					
		Lamps SKU #'s	Brand/ Product Manu- facturer (MSRP Source)	Current MSRP \$	Firm, Fixed Discount Percentage (%) – Shall Apply for the Initial and All Renewal Periods	Net Price \$
			NOTE: If not bidding the named brand, then use available space to identify the brand being bid			
4.12.53.		H6024	WAGNER			
			Or			

4.12.54.		H6054	WAGNER Or			
4.12.55.		H4651	WAGNER Or			
4.12.56.		3357	WAGNER Or			
4.12.57.		3157	WAGNER Or			
4.12.58.		3156	WAGNER Or			
4.12.59.		3157-NA	WAGNER Or			
4.12.60.		9012	WAGNER Or			

4.12.61.		H9007	WAGNER Or			
4.12.62.		H9006	WAGNER Or			
4.12.63.		H9005	WAGNER Or			
4.12.64.		H9003	WAGNER Or			
4.12.65.		4057	WAGNER Or			
4.12.66.		4157	WAGNER Or			
		Tail Light (Peterson)				
4.12.67.		561BR LED 6" Oval Stop/ Tail / Turn	BLAZER Or			

4.12.68.		542BR LED 4" Round Stop/ Tail/ Turn	BLAZER Or			
Marker Light						
4.12.69.		504BR LED 2.5" RED Clearance Marker Light	BLAZER Or			
4.12.70.		504BA LED 2.5" AMBER Clearance Marker Light	BLAZER Or			
4.12.71.		533BR LED 2" RED Clearance Marker Light	BLAZER Or			
4.12.72.		533BA LED 2" AMBER Clearance Marker Light	BLAZER Or			
4.12.73.		513BR LED Low Profile Identification 3 Light Bar	BLAZER Or			
Backup Light						

4.12.74.		561BC LED 6" Oval	BLAZER				
			Or				
4.12.75.		SUB-TOTAL (Lamps)					
		Windshield Washer/Antifreeze Solvent (per gallon) Pre-Mix-Winter De-Icer Type					
		Washer Fluid	Brand/ Product Manu- facturer (MSRP Source)	Current MSRP \$	Firm, Fixed Discount Percentage (%) – Shall Apply for the Initial and All Renewal Periods	Net Price \$	
			NOTE: If not bidding the named brand, then use available space to identify the brand being bid				
4.12.76.		1 GAL -35 Windshield Washer Fluid Pre-mix	ZECOL				
			Or				
4.12.77.		SUB-TOTAL					

Windshield Washer/Antifreeze Solvent (per gallon) Pre-Mix-Summer						
	Washer Fluid	Brand/ Product Manu- facturer (MSRP Source)	Current MSRP \$	Firm, Fixed Discount Percentage (%) – Shall Apply for the Initial and All Renewal Periods	Net Price \$	
		NOTE: If not bidding the named brand, then use available space to identify the brand being bid				
4.12.78.	1 GAL. -20 Windshield Washer Fluid Pre-mix	Champion/ Splash Or				
4.12.79.	SUB-TOTAL					

	<u>Brake Cleaner 3M (per 14 oz. can minimum)</u>	Brand/ Product Manu- facturer (MSRP Source)	Current MSRP \$	Firm, Fixed Discount Percentage (%) – Shall Apply for the Initial and All Renewal Periods	Net Price \$
4.12.80.	High-Power Brake Cleaner	3M Or			
4.12.81.	SUB-TOTAL				
4.12.82.	GRAND TOTAL ALL SUPPLIES (4.12.25 + 4.12.33 + 4.12.40 + 4.12.52 + 4.12.75 + 4.12.77 + 4.12.79 + 4.12.81)			\$	

4.13 Firm, Fixed Discount off MSRP for all other Automotive Supply or Part not identified in the above price table: _____ %

4.12.68.		542BR LED 4" Round Stop/ Tail Turn	BLAZER Or			
Marker Light						
4.12.69.		504BR LED 2.5" RED Clearance Marker Light	BLAZER Or			
4.12.70.		504BA LED 2.5" AMBER Clearance Marker Light	BLAZER Or			
4.12.71.		533BR LED 2" RED Clearance Marker Light	BLAZER Or			
4.12.72.		533BA LED 2" AMBER Clearance Marker Light	BLAZER Or			
4.12.73.		513BR LED Low Profile Identification 3 Light Bar	BLAZER Or			
Backup Light						

4.12.74.		561BC LED 6" Oval	BLAZER				
			Or				
4.12.75.		SUB-TOTAL (Lamps)					\$
		Windshield Washer/Antifreeze Solvent (per gallon) Pre-Mix-Winter De-Icer Type					
		Washer Fluid	Brand/ Product Manu- facturer (MSRP Source)	Current MSRP \$	Firm, Fixed Discount Percentage (%) – Shall Apply for the Initial and All Renewal Periods	Net Price \$	
			NOTE: If not bidding the named brand, then use available space to identify the brand being bid				
4.12.76.		1 GAL -35 Windshield Washer Fluid Pre-mix	ZECOL				
			Or				
4.12.77.		SUB-TOTAL (Windshield Washer/Antifreeze Solvent - Winter)					\$

Windshield Washer/Antifreeze Solvent (per gallon) Pre-Mix-Summer						
	Washer Fluid	Brand/ Product Manu- facturer (MSRP Source)	Current MSRP \$	Firm, Fixed Discount Percentage (%) – Shall Apply for the Initial and All Renewal Periods	Net Price \$	
		NOTE: If not bidding the named brand, then use available space to identify the brand being bid				
4.12.78.	1 GAL. -20 Windshield Washer Fluid Pre-mix	Champion/ Splash Or				
4.12.79.	SUB-TOTAL (Windshield Washer/Antifreeze Solvent – Summer)					\$

		<u>Brake Cleaner 3M (per 14 oz. can minimum)</u>	Brand/ Product Manu- facturer (MSRP Source)	Current MSRP \$	Firm, Fixed Discount Percentage (%) – Shall Apply for the Initial and All Renewal Periods	Net Price \$
4.12.80.		High-Power Brake Cleaner	3M Or			
4.12.81.		SUB-TOTAL (Brake Cleaner)				\$
4.12.82.		GRAND TOTAL ALL SUPPLIES (4.12.25 + 4.12.33 + 4.12.40 + 4.12.52 + 4.12.75 + 4.12.77 + 4.12.79 + 4.12.81)			\$	

4.13 Firm, Fixed Discount off MSRP for all other Automotive Supply or Part not identified in the above price table: _____ %

(The vendor should complete and return with the proposal)

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loan, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Vendor Signature

Date

(Please complete and return with Bid Response)

**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 109

Columbia, MO 65201

Liz Palazzolo, CPPO, C.P.M. - Senior Buyer

(573) 886-4392; Fax: (573) 886-4390

Standard Terms and Conditions

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. The resulting contract will be considered "Non-Exclusive". The County reserves the right to purchase from other vendors.
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 bid responses over \$25,000, if any manufactured goods or commodities proposed with bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.
19. **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.
20. **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.

Revised 1/17/2018



"No Bid" Response Form

Boone County Purchasing
613 E. Ash, Room 109
Columbia, MO 65201

Liz Palazzolo, Senior Buyer
(573) 886-4392; 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: 20-14MAY18 – Automotive Supplies and Accessories – Term and Supply

Business Name: _____

Address: _____

Telephone: _____

Contact: _____

Date: _____

Reason(s) for Not Bidding:

