

**SEBASTIAN COUNTY JUDGE**  
**Purchasing Department**  
35 South 6<sup>th</sup> Street  
Fort Smith, Arkansas 72901  
(479) 784-1502      Fax (479) 784-1550

April 29, 2013

**NOTICE TO:**            Qualified Bidders

**SUBJECT:**             Request for Proposal, Bid Number SC-1310

Sebastian County is interested in receiving sealed written proposals for furnishing the products/services specified in the attached Request for Proposal (RFP). Complete details regarding the products and/or services required by the County, and instructions for participating in the bid process, are included in the attached bid package.

Bids must be received by the time and date indicated in the RFP. Bids received after the time and date set for opening will not be considered.

Bidders who do not wish to submit bids must submit a "No Bid" to continue to be eligible for retention on the Bid List. The Bid List is periodically reviewed and bidders who have not responded to proposal requests are deleted.

If you are interested in submitting a bid, please be sure that the requirements of the RFP are completed since failure to meet the requirements could cause your bid to be rejected.

Any questions regarding the Bid Invitation should be directed to the Purchasing Department, (479) 784-1502.

J. Scott Stubblefield  
Assistant County Administrator, Purchasing/Facilities  
Sebastian County

Attachment:    RFP

# REQUEST FOR PROPOSAL

Sebastian County, Arkansas

**COVER SHEET**

**SECTION I**

**BID NUMBER:** SC-1310

**TITLE:** Bomb Squad Response Vehicle: 2013 or Newer Three Quarter (3/4) Ton Crew Cab (4 Full Size Doors) Truck, 4 WD, Short Bed, V8, Diesel

**OPENING:** DATE: May 15, 2013  
TIME: 2:00 P.M.  
PLACE Purchasing Department  
35 South 6<sup>th</sup> Street, Room 106  
Fort Smith, Arkansas

**MAIL SEALED PROPOSALS TO:** Sebastian County Purchasing Department  
35 South 6<sup>th</sup> Street, Room 106  
Fort Smith, Arkansas 72901

**ON OUTSIDE OF PROPOSAL SHOW:** (1) Return Address  
(2) Bid Opening Date  
(3) Bid Number and Title

**BIDDER MUST COMPLETE THE FOLLOWING INFORMATION:**

NAME OF BIDDER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP CODE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

**INSTRUCTIONS:**

- (1) Unit prices and extensions are required on proposal form
- (2) **Return three copies of entire Request for Proposal**
- (3) Proposals must be signed to be accepted
- (4) Any trade discounts should be deducted and net prices shown
- (5) Bidder must guarantee product(s) offered will meet or exceed specifications contained in this Request for Proposal
- (6) Bidding procedures will be in compliance with Arkansas Laws
- (7) **QUOTE:** F.O.B. destination
- (8) **TERMS:** Net 30 days

# PROPOSAL FORM

**BID NO. SC-1310**

**SECTION II**

We, the undersigned, agree to furnish the products and/or services indicated below in accordance with the specifications and conditions contained herein, at the bid price shown.

It is expressly agreed and understood by and between the parties hereto, and is made a condition precedent to the entering into of any purchase agreement resulting from this invitation to bid, that the County Judge, Sebastian County, shall determine any and all questions or disputes which may arise concerning conformity to the specifications and conditions, and proposals; and the quantity, suitability, and acceptability of all items to be furnished hereunder, and his decision as to such matters shall be final, binding, and conclusive upon the parties hereto.

That this Request for Proposal and proposals submitted hereunder shall be governed by the laws of the State of Arkansas.

We, the undersigned, affirm that this proposal is made on behalf of the undersigned, and is made without collusion on the part of any person, firm or corporation; and that the conditions and other provisions have been carefully examined and are agreed to.

**One (1) 2013 or Newer Three Quarter (3/4) Ton Crew Cab (4 Full Size Doors) Truck,  
4 WD, Short Bed, V8, Diesel**

Price per Unit \_\_\_\_\_ Total Price \_\_\_\_\_

Written Amount \$ \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_

Warranty: \_\_\_\_\_ Delivery: \_\_\_\_\_

**Amounts shall be in both written form and figures. In case of a discrepancy between the written amount and the figures, the written amount will govern.**

*Per Statute 26-52-410 of the Arkansas Code, "No tax shall be levied or collected upon gross receipts derived from the sale of motor vehicles to municipalities and counties or to state-supported colleges and universities or to public school districts in this state".*

Exceptions to specifications: NO \_\_\_\_\_ YES \_\_\_\_\_ (Attach itemized list)

From: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Title: \_\_\_\_\_

**GENERAL CONDITIONS**

1. Bids must be received no later than the date and time set for bid opening. **Bids must be sealed.** Bids may be withdrawn, modified or corrected by the bidder after it has been submitted provided a written request to do so is filed with the County Judge prior to the time set for opening the bid. Telegrams or letters received prior to the time set for opening the bids will be accepted and attached to the unopened bid, and the bid will be considered withdrawn, modified, corrected, or otherwise changed accordingly. **NO BID MAY BE WITHDRAWN, MODIFIED, CORRECTED, OR OTHERWISE CHANGED AFTER THE TIME SET FOR OPENING THE BIDS.**
2. Specifications are designed to describe the type and quality of the product/services desired by the County. They are not intended to restrict bidding on any like product/service of equal or higher quality. Any exceptions to the specifications must be noted on a separate sheet by reference to the item number in the specifications where the exception is taken. If no exceptions are submitted with the Proposal, and accepted by the County, bidders will be expected to comply with the specifications. Products and/or services will be inspected for compliance prior to acceptance.
3. Prices quoted will be considered net prices unless otherwise stated by the bidder in the proposal. Bid prices must remain firm for 60 days unless otherwise stated in the specifications.
4. It shall be understood and agreed that any material or product purchased under this bid shall be new and in first class condition unless otherwise stated in or required by the bid invitation.
5. Bid bonds are not required unless specifically required by law or specified in the bid invitation.
6. **Bids must be signed to be accepted.** Signature must be that of the individual authorized to obligate the bidder who is submitting the bid or proposal.
7. The County is exempt from Federal Excise Taxes and such taxes shall not be included in the bid price. Documentation will be furnished where required.
8. State and Local Sales Taxes shall be stated as a separate item and shall not be included in the bid price of the product/services being proposed. If no taxes are so stated, the County will assume that any taxes due have been included in the price quoted and no additional taxes will subsequently be added to the bid price. The County is Sales Tax Exempt on motor vehicle purchases.
9. **BIDS WILL BE EVALUATED BASED UPON COMPLIANCE WITH THE SPECIFICATIONS, BID PRICE, APPLICABILITY AND SUITABILITY OF THE PRODUCT/SERVICES BEING OFFERED, PRODUCT AND VENDOR RELIABILITY, WARRANTY, DELIVERY TIME, AND SUCH OTHER FACTORS DEEMED APPROPRIATE TO ASSURE THE COUNTY RECEIVES A QUALITY PRODUCT MOST ADVANTAGEOUS TO THE COUNTY.**

10. Assignment of any part or all of payments accruing under contracts or purchase agreements resulting from this Invitation to Bid will not be authorized. Payment shall only be made to the Contractor or vendor with whom the order is placed.

11. The County reserves the right to accept part or all of any specific bid or bids, and to accept any bid or bids with or without trade-in whichever is most advantageous to the County.

12. The Sebastian County Judge reserves the right to reject any or all bids/proposals, to accept any deemed most advantageous to the County, and to waive any formalities.

**GENERAL SPECIFICATIONS**

1. All vehicles furnished to Sebastian County shall be new and delivered as specified in the Request for Proposal. Vehicles shall be furnished with all interior, exterior trim and appointments listed by the manufacturer in printed specifications and literature as standard equipment. Vehicles shall also be equipped with any and all safety equipment required by the State and applicable Federal Regulations. Any upgrades and/or additional equipment necessitated by selection of any listed option by the ordering entity shall be included in the prices bid, and no additional charge shall be made by the vendor.

2. Warranty - From date of delivery, each vehicle shall be accompanied by a warranty for a minimum of thirty-six (36) months or thirty-six thousand (36,000) miles, whichever comes first. Warranty shall certify that the vehicle is of good material and workmanship and that the replacement of any part or parts that fail under normal use within the designated period, free of negligence or accident, will be promptly repaired or replaced at NO cost to the County.

3. Responsibility for Inspection - Unless otherwise specified, the successful bidder will be responsible for performing all inspections required herein. The County reserves the right to make any and all inspections deemed necessary to insure compliance with this specification.

4. Each vehicle shall be completely serviced, cleaned, and thoroughly inspected by the successful bidder just prior to delivery to the County. No dealer advertisement shall be on any vehicle purchased by the County.

**Pre Delivery Requirements**

- Complete lubrication
- Fill crankcase with oil
- Adjustment of engine to proper operating conditions
- Inflate tires to proper pressure
- Careful check to assure perfect operation of all mechanical features
- Front end alignment and wheel balance
- Cleaning of vehicle, if necessary, and removal of all unnecessary tags, stickers, papers, etc. Window price sticker shall not be removed
- No dealer's insignia shall be affixed to vehicle
- A minimum of five (5) gallons of fuel in each vehicle
- Delivery shall be during normal working hours, 8 a.m. to 4 p.m., Monday thru Friday

**VEHICLE SPECIFICATIONS****2013 or Newer Three Quarter (3/4) Ton Crew Cab (4 Full Size Doors) Truck, 4 WD, Short Bed, V8, Diesel****Standard Equipment:**

- Crew Cab (4 Full Size Doors)
- Air conditioning: all weather, factory installed
- Alternator: heavy duty, type recommended by manufacturer for vehicle as equipped
- Anti-freeze: serviced to -29°C (-20°F) or lower
- Battery: maintenance free; type recommended by manufacturer for vehicle as equipped
- Bumpers: standard front, heavy-duty step type rear
- GVWR: shall be 8600 or better
- Inside hood latch control
- License plate brackets; front and rear
- Short wide pickup bed
- Mirrors: Manual telescoping trailer tow with power glass and spotter mirror
- Operator's manual
- Cruise Control
- Paint: one (1) standard exterior color selected from manufacturer's list and specified by ordering entity (White)
- Power windows and power locks
- Power brakes: factory installed
- Power steering: factory installed
- Radio: factory installed in dash AM/FM
- Suspension: type recommended by manufacturer for vehicle as equipped
- Tires: five (5) radial, tubeless, type recommended by manufacturer for vehicle as equipped
- Trailing package: to include an engine oil and transmission cooler
- Transmission: heavy duty, automatic, with a minimum of three (3) forward speeds and one (1) reverse
- Upholstery: Heavy Duty Vinyl (Gray)
- Seat Type: Vinyl Front Bench Seat with Armrest Console
- No carpet: individual front floor mats, color to coincide with interior
- Differential with gear ratio designed for extra towing capability
- Diesel Engine: a minimum of 300 HP with a rear axle ratio as recommended by manufacturer to maximize the vehicles highway performance and towing capabilities
- Differential: limited slip, ratio as recommended by manufacturer
- Automatic Speed Control (may be dealer installed but shall be from same manufacturer as vehicle) and tilt steering wheel

- Hitch, Class III, frame attached, 7500 lb or better towing capacity. Must be dealer or manufacturer installed. Insert bar and ball not included.