

Barrow County Board of Commissioners

30 North Broad Street Winder Georgia 30680 Phone: (770)867-1977 -Fax: (770) 307-3141



MEMORANDUM

To: Parties Interested In RFB2016-7

From: Cindy Clack, Purchasing Agent

Date: November 8, 2015

Re: RFB2016-7 – 2015 or 2016 Ford Transit Connect Wagon XL

RFB2016-7 is attached for your consideration. Anyone accessing this Request for Bid from the Barrow County web site is responsible to insure the latest documents are in their possession including any addenda. All addenda, questions and answers will be posted on this site. ***This site should be visited frequently to insure an awareness of any updates.***

Please insure bids are submitted exactly as specified in the RFB. If you have any questions, please submit them in writing to the Barrow County Purchasing Agent as called for in the RFB.

Thank you.



**Barrow County Board of Commissioners
30 North Broad Street
Winder, GA 30680**

**REQUEST FOR BID
RFB2016-7**

**2015 or 2016 FORD TRANSIT CONNECT WAGON XL
PER SPECIFICATIONS**

BARROW COUNTY, GEORGIA

November 8, 2015

REQUEST FOR BID

RFB2016-7

BARROW COUNTY, GEORGIA

Date: November 8, 2015

PURPOSE:

The purpose of this request is to provide interested suppliers with the sufficient information to enable them to submit a uniform bid for the County's review. Also, to set-forth a systematic method that will be fair and impartial to all parties concerned and to generate a response that can be equally evaluated by the County. *This bid shall be evaluated and governed according to the Barrow County Purchasing Policy.*

GENERAL:

Barrow County is in the process of securing sealed bids for two (2) 2015 or 2016 Ford Transit Connect Wagon XL per attached specifications for the Barrow County Senior Center. Bidder must be an authorized dealer for a minimum of three (3) consecutive years for the type of vehicle which you are submitting a bid. Manufacturer certification may be required.

Special attention should be given to the technical schedule and conditions below.

Regular Bid: Each supplier must comply with all requirements for a regular bid as directed or required by this notice. Notice is hereby given to all suppliers that if their bids are defective or irregular, the same may be rejected immediately.

Uniform Bid: To facilitate comparative analysis and evaluation of quotations, it is desired that a uniform format be employed in structuring each bid. The required format will coincide with specifications and additional options given later in this notice. The supplier's degree of compliance with the requirements of this notice will be a factor in the subsequent evaluation and award of contract for these items. All instructions are to be considered an integral part of the RFB.

Right to Reject Any or All Bids: Barrow County reserves the right to reject any or all bids, to waive technicalities or informalities, and to accept any bid deemed in the best interest of the county. Where two or more suppliers are deemed equal, the County reserves the right to make the award to one of the suppliers.

Firm Price: Prices quoted by supplier shall be firm prices, and not subject to increase during the schedule hereinafter set-forth and shall not include Federal or State Tax.

Right to Submitted Materials: All responses, inquires, or correspondence relating or in reference to this schedule, exhibit, and other documentation by the supplier shall be properly identified as

to supplier and will become the property of the County when received. Supporting technical manuals will be returned at the request of the supplier. Selection of a suppliers bid does not affect this right.

INQUIRIES: Bidders **shall not** contact any members, or employees, of the Barrow County Board of Commissioners or any Barrow County Elected Officer or employee of Barrow County Elected Officer, regarding this RFB, bid evaluation, or selection process from the time the RFB is issued until the time a notification of intent to award is announced. **Questions relating to this RFB must be submitted in writing to: Cindy Clack (email: cclack@barrowga.org).** The deadline for submission of questions relating to this RFB shall be 5:00 p.m., Tuesday, November 17, 2015. All questions submitted in writing prior to the deadline will be compiled, answered in writing and posted to the website www.barrowga.org as an addendum to the RFB.

SEALED QUOTATIONS: An original (un-bound) and four copies of the bid must be submitted in a sealed envelope, addressed to Owner. Each sealed envelope containing a bid must be plainly marked on the outside with **“RFB2016-7 – 2015 or 2016 Ford Transit Connect Wagon XL ”**. If a bid is forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope to the attention of the Owner at the address previously given and also plainly marked with **“RFB2016-7 – 2015 or 2016 Ford Transit Connect Wagon XL”**. The county will not be responsible for late mail deliveries and no bid will be accepted if received after the time stipulated by this RFB. No bid may be withdrawn or modified in any way after the deadline for RFB opening. **FAILURE TO COMPLY WITH THE ABOVE INSTRUCTIONS WILL DISQUALIFY BID QUOTE.**

PROPOSALS SHALL BE SUBMITTED TO:
Barrow County Board of Commissioners
Clerk’s Office
30 North Broad Street
Winder, GA 30680

EVENTS: Sealed bids will be accepted in the Clerk’s Office, no later than **12:00 Noon, Monday, November 23, 2015.** Bids will be opened and read aloud in the Main Floor Conference Room at 30 North Broad Street, Winder, GA 30680 at 2:00 p.m. on November 23, 2015. All bids will be evaluated and the project will be awarded, if it is awarded, within 60 days of the bid opening. These prices will be good for 60 days from this date.

The following dates and times apply to this RFB:

Issue Request for Bid -----November 8, 2015
Deadline for Questions -----November 17, 2015 (5:00 p.m.)
Bid Due Date -----November 23, 2015 (12:00 p.m.)
Bid Opening -----November 23, 2015 (2:00 p.m.)

DOCUMENTS: The following documents are included in this Request for Bid:

- Memo (1 Page)
- Request for Bid (4 Pages)
- Specifications (3 Pages)
- Bid Form (1 Page)

BID CONTENT: Please include the following documents with your submittal (*an original unbound and four copies*):

- Bid Form (included in the RFB)
- Specifications for Model that was bid on Bid Form

DELIVERY TIME: *Please advise number of days from the date of order in which delivery can be expected.*

TECHNICAL REQUIREMENTS: The technical requirements are normally given as generic in nature, where a company's part is listed, no exceptions or substitutions will be accepted, unless stated otherwise in the RFB.

PAYMENT: Payment will be made Net 30 Days from date of receipt of vehicles. No monies will be paid up front with the order. Bidder agrees to render invoice electronically (payables@barrowga.org). Bidder agrees to accept the Barrow County Purchase Order Form to execute the actual purchase of equipment; no other contract document will be generated for the purchase.

2015 or 2016 Ford Transit Connect Wagon XL Specifications

- Per all manufacturer standard equipment for Wagon XL (See attached (1) Page)
- Exterior Color: Frozen White
- Vinyl Seat Color: Pewter

EXCEPTIONS:

- DELETE THIRD ROW SEAT

2015 or 2016 Ford Transit Connect Wagon XL

(Manufacturer Standard Equipment)

Exterior

- Bodyside Moldings – Gray, Molded-in-Color
- Front Bumper – Gray, Molded-in-Color
- Grille – Gray, Molded-in-Color
- Manual Adjust Exterior Mirrors with Manual Fold – Black, Molded-in-Color
- Rear Bumper and Rear Bumper End Caps – Gray, Molded-in-Color

Interior

- 2 Second-Row Cupholders
- 2 Third Row Cupholders (LWB Only)
- 2 Front Cupholders
- 2 Front and 2 Rear Speakers
- 4-Way Adjustable Steering Column
- 4-Way Manual Passenger Seat with Fold-Flat Back
- 6-Way Manual Driver Seat with Manual Lumbar and Rear Map Pocket
- 12V Powerpoint in Rear Cargo Area
- AM/FM Stereo Receiver
- Audio Input Jack
- Cargo Area Vinyl Floor Cover
- Cargo Tie Down Hooks
- Dual Front Map Lights
- Front and Rear 12V Powerpoints (2) in Center Console
- Front and Rear Vinyl Floor Cover
- Front Row Full Width Overhead Storage Shelf with Front Grab Handles
- Power Front Row Windows with One-Touch Down on Driver's Side
- Power Second-Row Windows
- Premium Front Center Closed Console
- Second-Row 3-Passenger and Third-Row 2-Passenger Fold Flat Seats
- Vinyl Seating Surfaces

Powertrain/Functional

- **2.5L Duratec® I-4 Gas Engine**
- 6-Speed Selectshift® Automatic Transmission
- Alternator – 150A
- Electric Power-Assisted Steering (EPAS)
- Front Wheel Drive
- Fuel Tank – 15.8 Gal
- Tires – 215/55 R16 97H XL All-Season
- Wheels – 6.5” x 16” Steel with XL Full Wheel Covers

Safety/Security

- Driver & Passenger Front Airbags
- Driver & Passenger Side Airbags
- First and Second Row Curtain Airbags
- First, Second, and Third Row Curtain Airbags (LWB Only)
- Power Central Single Door-Locks w/One Step Unlocking
- Remote Keyless-Entry with 2 Key Fobs
- SecuriLock® Passive Anti-Theft System (PATS)
- Tire Pressure Monitoring System (TPMS)

BID FORM
(SUBMIT AN ORIGINAL AND FOUR COPIES)

PROJECT: RFB2016-7 2015 OR 2016 FORD TRANSIT CONNECT WAGON XL
 (Per Attached Specifications)

SUBMITTED TO: Barrow County Board of Commissioners

SUBMITTED BY (NAME, ADDRESS AND TELEPHONE NUMBER OF COMPANY):

Barrow County Board of Commissioners:

Having carefully examined the Request For Bid and Related Documents for RFB2016-7, and Addendum(s) _____, the undersigned proposes to furnish the following Vehicles Per Specifications for the below amount:

Ford Transit Connect Wagon XL	Delivered Price	Lead Time In Calendar Days	Warranty Period
2 Ea. 2015 OR 2016 Ford Transit Connect Wagon XL per Specifications (Attach detail specifications for model that you are bidding and explanation of any deviations to Specifications)	\$ _____ Each	_____ Days	_____
	GRAND TOTAL – 2 VEHICLES	\$ _____	*Supplier To Be Within 75 Miles Radius of Winder, GA

Bidder agrees to accept the Barrow County Purchase Order Form to execute the actual purchase of the unit; no other contract document is required for the purchase.

Signed, sealed, and dated this _____ Day of _____, 20____.

Bidder: _____ (Seal)
 (Company Name)

By: _____

Title: _____