



City of Evansville – Evansville Fire Department

Invitation for Bid

Up to Six (6) 2023 SSV 1500 Series Trucks
IFB-03-009-2024

NOTICE TO VENDORS

The Board of Public Safety on behalf of the Evansville Fire Department is accepting sealed bids for the following:

- Up to six (6) half ton trucks

The bids will be publicly opened and read aloud at 1:00 p.m. CDT on Wednesday, October 23, 2024 at the regularly scheduled meeting of the Board of Public Safety (hereto after referred to as “Owner”), Room 301, Civic Center Complex, 1 N.W. Martin Luther King, Jr. Boulevard, Evansville, Indiana 47708. Vendors may take bids directly to the meeting but must hand deliver the bids to the Board Secretary prior to the commencement of the meeting at 1:00 p.m. CST.

Any bid delivered before 12:45 p.m. CDT on Wednesday, OCTOBER 23, 2024 must be delivered to the Purchasing Department Office, Room 323, Civic Center Complex, 1 N.W. Martin Luther King, Jr. Boulevard, Evansville, Indiana 47708.

Mark outside of envelope containing bids with the following:

(Vendor Name)

Up to Six (6) 2023 SSV 1500 Series Trucks
IFB-03-009-2024
Opening Wednesday, October 23, 2024

Minimum specifications for vehicles are detailed beginning on page 7 of this document.

BIDS

All prices shall be Free on Board (FOB), Evansville Fire Department, 550 SE Eighth Street
Evansville, IN 47713

1. The Vendor shall state any discounts to apply. Discounts must be shown for individual items unless all items have the same percentage of discounts.
2. Firm bids are required unless specifically designated otherwise. Any bid which is subject to an open or unlimited escalator clause may be rejected.
3. The Owner reserves the right to award on a line-item basis or lump sum basis whichever is in the best interest of the Owner.
4. Contract shall be awarded to the lowest responsive and responsible Vendor taking into consideration reliability, productivity, and cost of maintenance, quality, performance and time of delivery.

RIGHT OF REJECTION

The Owner reserves the right to reject any one or all bids, or any part of any bid, to waive any informality in any bid, and to award the purchase in the best interest of the Owner. Furthermore, the Owner reserves the right to hold the bids of the 3 (three) lowest vendors for a period of 60 (sixty) calendar days from and after the time of the opening of the bids.

AWARD

It is the intent of the Owner to award the purchase of six (6) 2023 SSV 1500 series trucks.

The Owner reserves the right to choose any type of vehicle and any combination of equipment on the vehicle so as to provide the Owner with most useful vehicle for the most reasonable price.

PUBLIC BIDS OPENING PROCEDURES

1. The purpose of a public opening is for a reading of bids received. Under normal circumstances, no award will be made or implied at this time, unless otherwise indicated.
2. Only the following information will be given:
 - a. Vendor name
 - b. Bid amount
3. Bids or related documents may not be reviewed at the bid opening. No discussion of any nature concerning brand names, deliveries, samples, etc., can be entered into between any Owner personnel and any Vendor personnel during or after the bid opening until the evaluation of bids has been completed and a recommendation for award has been made.
4. A copy of the bid tabulation will be available to review in the City/County Purchasing Department, Room 323, Civic Center Complex 1 NW M. L. King Jr. Blvd between the hours of 8:00 a.m. and 3:00 p.m. upon completion of the recommended award.
5. Vendors who wish to review or request copies of bids may do so by contacting the Purchasing Department @ 812-436-4915 or at the above address and time. A fee may be charged for paper copies.

MANUFACTURER DATA

Each vendor shall submit the following data on the vehicle included in the attached bid form.

1. Manufacturer, Model and Supplier.
2. A statement that the proposed vehicle conforms to the specifications or a statement indicating any exceptions to the specifications.
3. Vendor must include the nearest factory authorized parts and service facility. A local service facility is preferred. Any Vendor whose vehicle's repair facilities are located more than 3 (three) miles from the corporate limits of the City of Evansville may be required, during the life of the warranty, to pick up and deliver the vehicle requiring service at no additional cost to the Owner. The address and business name of the service facility must be specified.
4. Vendor must submit with their bid manufacturer specifications on the proposed materials. The manufacturer specifications/brochures must identify the items they submitted bids for and other required data as outlined herein.

BID SUBMITTAL

Bid modifications are not allowed. Complete withdrawal or complete exchange of bid is acceptable, if done before scheduled bid opening.

All bids/quotes must be signed by an authorized official of the firm. Bids may be rejected if they show any omissions, alterations of form, additions not called for, conditional bid, or any exceptions or irregularities of any kind.

SPECIFICATIONS

The Vendor is responsible for coordinating the purchase of all accessories or additional equipment as well as the installation of said equipment so as to deliver a finished product to the Owner within the time allowed. The Vendor shall be ultimately responsible for the final appearance of all mounted accessories and equipment to the satisfaction of the Owner. The Vehicle Specs shall be as follows:

1. 5.7L V8 HEMI MDS VVT Engine
2. 8 Speed Automatic Transmission
3. Diamond Black Crystal
4. Cloth Front Bench Seat 40/20/40
5. Vinyl Rear Seat
6. Vinyl Flooring
7. Chrome Appearance Package
8. Remote Start & Security Alarm Group
9. 3.92 Rear Axle
10. Rear Window Defroster
11. Uconnect 3 with 5" Display w/Bluetooth
12. Class IV Hitch w/ 4 and 7 Connectors
13. 10 Way Power Driver Seat
14. Parkview Rear Backup Camera

- 15. Rain Brake Support
- 16. Hill Start Assist
- 17. 220 AMP Alternator
- 18. HD Cooling System

1. The specifications of the various vehicle types, equipment and accessories are compatible to the best knowledge of the Owner. The Vendor is responsible for ensuring the accuracy of the information listed within the specifications prior to submitting a bid. Inaccurate make, models, or part numbers within the specifications will not be reason for changes to the dollar amounts once bids are received and accepted. The Vendor must confirm compatibility of all equipment and accessories prior to submitting a bid.
2. Any party responding to a request for proposal, invitation for bid, or request for quote for any contract with the Owner or City of Evansville shall be required to disclose any current adversarial litigation, contract dispute, or other adversarial proceeding against the Owner or City of Evansville or any of its departments or agencies.

BOND REQUIREMENTS:

BID BOND: A Bid Bond, Certified Check, Cashier's Check or Bank Draft in the amount of \$1,000 shall accompany each bid as a guarantee that all provisions of the specifications shall be met. Bonds and Checks will be returned to the unsuccessful Respondent(s) after award of purchase by the CITY and to the successful Respondent(s) after the performance bond, if required, has been received and accepted. Bonds must be executed by a corporate surety licensed under the laws of Indiana to execute such bonds. The surety must be a corporate surety authorized to do business in Indiana and Power of Attorney must accompany the Bond.

PERFORMANCE BOND: When specified, a Performance Bond in the amount of 10% the total bid amount may be required of the successful bidder as a guarantee that all provisions of the bid, specifications and resulting contract, shall be met. The Performance Bond is to be posted to the awarding body within ten (10) business days after the bid award. Failure to post said Bond may result in the immediate revocation of Bid award. In place of the bond, a certified check or cashier's check for the full amount may be provided. Such deposits must be filed with the executed contract documents and made a part thereof. It shall be the responsibility of the Respondent to include the cost of the Performance Bond in the bid. The CITY will not pay an additional amount at a later date.

All Checks should be made out to the City of Evansville's Board of Public Safety.

CONTACT WITH CITY EMPLOYEES

To ensure a fair and objective evaluation of all bids, vendors are required to submit all inquiries by email to the Purchasing Department at dstreeter@evansville.in.gov. Each Email should be titled: "IFB-03-009-2024 SSV 1500 Trucks"

All questions regarding this RFP will be answered via public addenda and posted to the City of Evansville-Vanderburgh County Purchasing Department webpage. All changes in specifications shall be in writing. There shall be no communication concerning this solicitation between or on behalf of any Vendor and City employees, and/or Board Members prior to contract award that is not done via

addenda sent to the City of Evansville – Vanderburgh County Department of Purchasing at the email provided in this IFB.

VEHICLE DELIVERY

All vehicles shall be delivered to the Owner as a finished product complete with all equipment and accessories no later than sixty (60) days from notice of award or a proposed and approved delivery date. No trade-ins will be surrendered by the Owner until new vehicles have been delivered.

CONFLICT OF INTEREST DISCLOSURE

The Conflict-of-Interest Disclosure Statement included herein is a condition of the bid. This form shall be filled out by the Vendor even if no conflicts exist and returned with bid.

LAWS

In regards to contract performance, Vendors shall comply with all applicable federal, state, and local laws, ordinances and regulations. In order to be accepted as a valid bid, the following items MUST be included with your bid, along with any other information requested in the specifications.

These items should be presented in the same order that they appear on this list.

VENDOR CHECK LIST:

1. Price Proposal _____
2. Minimum Specification Chart _____
3. Warranty information _____
4. EEO Statement _____
5. Conflict of Interest/
Familial Disclosure _____
6. E-Verify _____
7. Manufacturer Sales Brochure _____
8. Bid Bond _____
9. Non-Collusion Affidavit _____
10. Signed Addenda
(if applicable) _____
11. Thumb Drive _____

I. SCOPE:

These specifications are intended to cover the furnishing, delivery of the described vehicle and quantity listed. Complete units shall consist of all items necessary to provide operation of same.

The fact that every item constituting the construction of a complete unit is not specifically mentioned nor described will be interpreted to mean that the vendor shall install items that conform to the best-known engineering standards of the trade, relative to design, strength, quality and workmanship. Furthermore, each unit delivered is to be fully equipped with all the manufacturer's standard equipment and accessories. This equipment must meet the latest federal safety regulations. **Vendors are required to submit a list of all standard features/equipment of the vehicle(s) they are submitting a bid for.**

Any reference made to any manufacturer or brand name is not to be construed as a limiting factor in the bid, but is meant to show the minimum scope and quality of the product the vendor is submitting a bid for.

II. TRADE-INS

No Trade In

III. SUBSTITUTE "OR APPROVED EQUAL" ITEMS

All items marked within the specifications that state "or approved equal" will allow the Owner, at its sole discretion, to determine whether the submitted item is acceptable as a substitution of the stated item. The Owner may include various pieces of literature describing equipment listed in the bid specifications. This literature is not intended in any way to be biased or promotional towards any specific brand or vendor; it is included as reference only so it may be used for describing the type of equipment the Owner wishes to purchase.

IV. ACCEPTABLE VEHICLES FOR THIS BID

It is the policy of the City to accept any vehicle that meets the minimum specifications and warranty requirements shown below in paragraphs V and VI. This could mean that if a dealer has a vehicle that meets our specifications and this vehicle is not new or current year model that they may submit this vehicle for consideration. All vehicle information shall be provided to the Board at the time of submittal. This shall include a complete vehicle history report on any proposed used vehicle. No vehicle that has any flood damage or previously considered "totaled" or "salvaged" will be considered.

MINIMUM SPECS

V. MINIMUM SPECIFICATIONS – Up to Six (6) 2023 SSV 1500 Series Pickup Trucks

	Please check all that apply
5.7L V8 HEMI MDS VVT Engine	
8 Speed Automatic Transmission	
Diamond Black Crystal	
Cloth Front Bench Seat 40/20/40	
Vinyl Rear Seat	
Vinyl Flooring	
Chrome Appearance Package	
Remote Start & Security Alarm Group	
3.92 Rear Axle	
Rear Window Defroster	
Uconnect 3 with 5" Display w/Bluetooth	
Class IV Hitch w/ 4 and 7 Connectors	
10 Way Power Driver Seat	
Parkview Rear Backup Camera	
Rain Brake Support	
Hill Start Assist	
220 AMP Alternator	
HD Cooling System	

VI. WARRANTY

All warranties shall begin from the day of vehicle delivery.

Bumper to Bumper 3 year / 36,000 miles

Powertrain 5 year/ 60,000 miles

Roadside Assist 5 year/ 60,000 miles

Corrosion (Perforation only) 5 year/ unlimited miles

VII. POINT OF DELIVERY

Evansville Fire Department 550 SE Eighth Street Evansville, IN 47713

VIII. ADDITIONAL INFORMATION

1. All manufacturer service, repair and maintenance manuals are to be provided at time of delivery for model.
2. Winning Vendor is to provide complete operational installation as per the manufacturer's specifications

- a Upon completion of installation, vendor is to provide all necessary employees training on the proper operation and maintenance of the unit at no additional charge.

DATE: October 9, 2024

The Board of Public Safety and the Evansville Fire Department invites your bid for the following item:

Up to Six (6) 2023 1500 Series SSV Trucks
IFB-03-009-2024

The bids will be publicly opened at 1:00 p.m. CDT on Wednesday, October 23, 2024 at the Board of Public Safety meeting in Room 301, Civic Center Complex, 1 N.W. Martin Luther King, Jr. Boulevard, Evansville, Indiana 47708. Bids received after this time will not be considered for award. At this time the information that will be read into record is: Vendor name and Price proposal

Bids submitted prior to the scheduled bid opening shall be submitted to the Purchasing Department Office, Room 323, Civic Center Complex, 1 NW Martin Luther King Jr. Boulevard, Evansville, Indiana 47708. Bids submitted to the Purchasing Department office shall be submitted prior 12:45 p.m. CDT on Wednesday October 23, 2024. Any bid brought directly to the Board meeting shall be given to the Board secretary by 1:00 p.m.

PRICE PROPOSAL PAGE

Pickup Trucks

Total unit cost: \$ _____
(Numeric)

(Written Amount)

Manufacturer: _____

Supplier: _____

Quantity available: _____

Year: _____ Model: _____ Current Mileage: _____

Current Location of Vehicles: _____

COMPANY: _____

BY: _____

TITLE: _____

DATE: _____

PHONE NUMBER: _____

EMAIL: _____

**Up to Six (6) 2023 SSV 1500 Series Trucks
IFB-03-009-2024**

The undersigned proposes to furnish and deliver, in accordance with the requirements of the Instructions to Vendors and the Specifications April 26, 2024, prepared by City of Evansville-Vanderburgh County Purchasing Department for the City of Evansville Fire Department, the following Bid for ten (10) Sedans/SUVs as per the specifications and description.

Please be advised that any alterations, changes in proposal format, etc. will make it difficult to evaluate proposals and may lead to confusion. Price proposals for all items should be given in the units, quantities, and units of measurements specified. Do not submit alternate proposals unless requested. The Board shall reserve the right to reject any or all proposals or any part thereof.

- a. All manufacturer service, repair and maintenance manuals are to be provided at time of delivery for model proposal.
- b. Winning vendor is to provide complete operational installation as per the manufacturer’s specification
- c. Must be able to make LOCAL SERVICE AND WARRANTY REPAIRS.
- d. Proposal must include delivery date in days after notice of award.
- e. Any/All proposed alterations of factory installed components are to be submitted in writing. Proposed alterations must be approved in writing by the Board prior to the start of alterations. Any unauthorized alterations are subject to rejection of the entire equipment

QUOTATIONS

1. All prices F.O.B. Evansville, Indiana. Yes _____ No _____

2. Location of Service and warranty repairs (local location is preferred.)

DELIVERY

Vendors are requested to submit proposals only for vehicles available for delivery within 60 days, or proposed and approved date, of award.

Guaranteed Delivery in _____ days after award notification.

INDEMNIFICATION

Vendor will indemnify and hold harmless the Board/City of Evansville in accordance with the provisions contained herein? Yes _____ No _____

WARRANTY

1. Manufacturer's warranty is in compliance with proposal requirements –

Bumper to Bumper 3 year / 36,000 miles	Yes _____	No _____
Powertrain 5 year/ 60,000 miles	Yes _____	No _____
Roadside Assist 5 year/ 60,000 miles	Yes _____	No _____
Corrosion (Perforation only) 5 year/ unlimited miles	Yes _____	No _____

If "no," describe the extent of the Manufacturer's Warranty and items covered, including Corrosion, Powertrain and comprehensive for vehicle(s) a proposal was submitted for:

EQUAL EMPLOYMENT OPPORTUNITY

During the performance of the contract, the contract, the Contractor agrees as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, political affiliation or belief, age or disability. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or disability. Such action shall include but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of the nondiscrimination clause.
2. The Contractor agrees that all services, facilities, activities and programs provided as part of this contract will meet the requirements of the Americans with Disabilities Act and the rules and regulations promulgated there under.
3. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, political affiliation or belief, age or disability.
4. The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided, advertising, the labor union or workers' representative of the Contractor's commitments under the Equal Employment Opportunity Section of this contract, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
5. In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Board of Public Safety contract.

Representative (please print) Signed _____ Vendor

Vendor Name Phone _____

Vendor Address Date _____

CITY OF EVANSVILLE

CONFLICT OF INTEREST / FAMILIAL DISCLOSURE FORM

Project: **Up to Six (6) 2023 SSV 1500 Series Trucks**
IFB-03-009-2024

ALL VENDORS must complete this Conflict-of-Interest Familial Disclosure Form and must attach the completed form to the proposal.

As the vendor, I affirm that no principal, representative, agent, employee, contractor or potential subcontractors, or other acting on behalf of or legally capable of acting on the behalf of the vendor (a "Vendor Party"), is currently an employee of the City of Evansville ("City"), any City department or a member of any City Board or Council; nor will any such person connected to the vendor be privy to any City information which may constitute a conflict of interest; or, if such a conflict or relationship does exist, I have disclosed the nature of the relationship or conflict below.

By the attached sworn and notarized statement, we are disclosing the following familial relationship(s) that exists between a Vendor Party and any employee or member of any City Department or board.

As the vendor, I understand that completing this form and self-disclosing potential conflicts of interest does not necessarily disqualify a vendor, but aids in identifying conflicts of interests which must be addressed pursuant to I.C. 35-44.1-1 et al. F u r t h e r, t h e City will ensure that any individuals identified with a potential conflict will not be allowed to participate in the scoring or evaluation of the bid packages, to ensure the integrity of the bid process.

The following is a list of individuals who may pose a potential conflict of interest as described above Please provide the name, relationship with the City and the nature of the potential conflict, or if applicable: "NONE":

Signature: _____ Title: _____

Vendor/Bidder: _____

CITY OF EVANSVILLE

NON-COLLUSION AFFIDAVIT

STATE OF INDIANA)
) ss:
VANDERBURGH COUNTY)

The undersigned vendor or agent, being duly sworn on oath, says that he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by vendor, entered into any combination, collusion or agreement with any person relative to the price to be proposed by anyone at such letting nor to prevent any person from submitting a proposal nor to induce anyone to refrain from submitting a proposal, and that this proposal is made without reference to any other proposal and without any agreement, understanding or combination with any other person in reference to the proposal.

Vendor further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

Subscribed and sworn to before me this _____ day of _____, 2024
My Commission Expires: _____
County of Residence: _____

ACCEPTANCE

There now being sufficient unobligated appropriated funds available, the contracting authority of Board of Public Safety (City of Evansville) (Governmental Unit) hereby accepts the terms of the attached proposal for classes or items numbered _____ and promises to pay the undersigned vendor upon delivery the price proposal for the materials/equipment stipulated in said proposal.

Contracting Authority Members:

Date:

STATE OF _____)
) ss:
COUNTY OF _____)

CITY OF EVANSVILLE

BEFORE ME, a Notary Public in and for said County and State, personally appeared _____, _____ of _____, who having been duly sworn, acknowledged and affirmed that they did sign said instrument as such officer or authorized agent for and on behalf of _____, and by authority granted by such entity, that the same is their free act and deed and the free act and deed of said entity.

WITNESS my hand and notarial seal this ____ day of _____, 2024.

My commission expires: _____ Notary Public

My County of residence is: _____ County, State of _____

Printed Name of Notary Public: _____

CITY OF EVANSVILLE

(Please type or print)

Date: _____

1. Governmental Unit: Board of Public Safety (City of Evansville) _____
2. County: VANDERBURGH _____
3. Vendor (Firm): _____
4. Address: _____
City/State: _____
5. Telephone Number: _____
6. Agent of Vendor (if applicable): _____
7. Email of Agent: _____

Pursuant to notices given, the undersigned offers and proposal(s) to Board of Public Safety (City of Evansville) (Governmental Unit) in accordance with the following attachments(s) which specify the class or item number of description, quantity, unit, unit price and total amount.

The contract will be awarded by classes or items, in accordance with specifications. Any changes or alterations in the items specified will render such proposal void as to that class or item. Vendor promises that he has not offered nor received a less price than the price stated in his proposal for the materials/equipment included in said proposal. Vendor further agrees that he will not withdraw his proposal from the office in which it is filed. A certified check or bond shall be filed with each proposal if required, and liability for breach shall be enforceable upon the contract, the bond or certified check or both as the case may be.

Signature of Vendor or Agent