

# **CALL FOR BIDS**

ONE OR MORE NEW ALL WHEEL DRIVE COMPACT SUV

**TO:**

LEWIS COUNTY HISTORIC COURTHOUSE

BOARD OF COUNTY COMMISSIONERS OFFICE

351 NW NORTH STREET

CHEHALIS, WASHINGTON 98532

**BID OPENING:**

WHERE: Lewis County Historic Courthouse  
Board of County Commissioners Meeting Room  
351 NW North Street  
Chehalis, Washington 98532

DATE: March 24, 2020

TIME: On or after 11:00 AM

# **BID PACKET CONTENTS**

- 1. CALL FOR BIDS**
- 2. ADVERTISING PLAN**
- 3. BID FORM**
- 4. BID DOCUMENT CHECKLIST**
- 5. GENERAL CONDITIONS**
- 6. SPECIFICATIONS / ITEMIZED OPTIONS**

1.

# CALL FOR BIDS

## CALL FOR BIDS

**NOTICE IS HEREBY GIVEN** that the Board of County Commissioners of Lewis County, Washington will open sealed bids and publicly read them aloud on or after 11:00 a.m. on March 24, 2020, at the Lewis County Historic Courthouse – 2<sup>nd</sup> floor, Board of County Commissioners Meeting Room, 351 NW North Street, Chehalis, Washington, for furnishing one or more new all-wheel drive compact SUV.

### **SEALED BIDS MUST BE DELIVERED BY 11:00 A.M.**

(Lewis County official time is displayed on Axxess Intertel phones in the office of Board of County Commissioners.)

Sealed bids must be delivered to the Lewis County Commissioner's Office (Lewis County Historic Courthouse, 2<sup>nd</sup> Floor, 351 NW North Street, Chehalis, WA 98532) by 11:00 a.m. on the date specified for opening and in an envelope clearly marked "**SEALED BID FOR ONE OR MORE ALL-WHEEL DRIVE COMPACT SUV**" - **TO BE OPENED MARCH 24, 2020 ON OR AFTER 11:00 AM.**

Specifications and bid forms may be obtained from Lewis County Department of Public Works Fleet Division located at 476 W. Main St., Chehalis, WA 98532, telephone 360-740-1194 or from Lewis County's website at [www.lewiscountywa.gov](http://www.lewiscountywa.gov).

The Lewis County Public Works Department in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin, or sex in consideration for an award.

The Board of County Commissioners reserves the right to reject any or all bids and to waive all informalities in the bidding.

**DATED** this 9<sup>th</sup> day of MARCH, 2020.

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**Rieva Lester, Clerk of the Board  
of County Commissioners  
Lewis County, Washington**

**PUBLISH:** The Chronicle – March 10 & 17, 2020  
Lewis County Web Site @ [www.lewiscountywa.gov/](http://www.lewiscountywa.gov/)

2.

# ADVERTISING PLAN

## ADVERTISING PLAN

**The Call for Bids will be advertised in the following publications:**

- The Chronicle - March 10 & 17, 2020

Bid information will also be available on the Lewis County website at [www.Lewiscountywa.gov](http://www.Lewiscountywa.gov)

**3.**

**BID FORM**

**LEWIS COUNTY PUBLIC WORKS DEPARTMENT  
FLEET SERVICES DIVISION  
476 W. MAIN ST.  
CHEHALIS, WA 98532**

The Board of Lewis County Commissioners will open sealed bids and publicly read them aloud at the Lewis County Historic Courthouse-2<sup>nd</sup> floor, Board of County Commissioners Meeting Room, 351 NW North Street, Chehalis, Washington, on:

**TUESDAY, MARCH 24, 2020 ON OR AFTER 11:00 A.M.**

For the following specified items:

**ONE OR MORE ALL WHEEL DRIVE COMPACT SUV**

Sealed bids must be delivered to the Lewis County Historic Courthouse – 2<sup>nd</sup> Floor, Board of County Commissioner’s Office, 351 NW North Street, Chehalis, Washington, 98532, by 11:00 A.M. on the above-specified date in a sealed envelope clearly marked:

**SEALED BIDS FOR: ONE OR MORE ALL-WHEEL DRIVE COMPACT SUV**

**TO BE OPENED: TUESDAY, MARCH 24, 2020 ON OR AFTER 11:00 A.M.**



# BID FORM

SEE ATTACHED CONDITIONS AND SPECIFICATIONS

- |                               |            |
|-------------------------------|------------|
| 1. ONE COMPACT AWD SUV        | \$ _____   |
| 2. WASHINGTON STATE SALES TAX | + \$ _____ |
| 3. PURCHASER PAYS THIS AMOUNT | = \$ _____ |

**Guaranteed delivery shall be within one hundred and twenty (120) days after award of bid.**

\_\_\_\_\_  
Bidder

\_\_\_\_\_  
Authorized Signature                      Date

\_\_\_\_\_  
Firm Address

\_\_\_\_\_  
Title of Person Signing

\_\_\_\_\_  
City, State                                      Zip

\_\_\_\_\_  
Telephone Number

4.

# BID DOCUMENT CHECK LIST

The following items must be returned in the completed bid package:

1. \_\_\_\_\_ BID FORM (Pg. 9)
2. \_\_\_\_\_ WARRANTY INFORMATION (B-T-B and Power Train)
3. \_\_\_\_\_ TERMS, CONDITIONS, & SPEC Acknowledgement (Pg. 15)
4. \_\_\_\_\_ LIST OF REFERENCES  
(Complete name, address and phone number of three customers who have purchased similar equipment within the last two (2) years.)
5. \_\_\_\_\_ SPECIFICATIONS SHEET (Complete Check-List Pg. 17 - 18)
6. \_\_\_\_\_ ITEMIZED OPTIONS (Pg. 19) with BROCHURE

5.

# GENERAL CONDITIONS

## **GENERAL CONDITIONS**

### **BID CONSIDERATION:**

The Board of Lewis County Commissioners reserves the right to reject any or all bids, waive informalities, and to contract as the best interest of the County may appear. This bid will be compared to bids received on the Washington State Contract. Commissioners reserve the right to award to the most advantageous bid to the County.

### **DOCUMENT FORM:**

The bidder shall completely fill in the information required in all the blank spaces provided and shall return all forms and other documentation requested when submitting bid forms. Information may be obtained from the Department of Public Works, Maintenance & Operations Division, 476 W. Main St., Chehalis, WA 98532, telephone 360-740-1194 or Lewis County's website at [www.lewiscountywa.gov](http://www.lewiscountywa.gov).

### **PROPOSAL SHEET:**

Vendors not meeting specifications must list all exceptions and note by placing an "X" beside the respective number associated with the particular specification. Any exceptions are subject to inspection, testing, and approval prior to acceptance by Lewis County.

SUV's shall be a new model and shall:

1. Conform to or exceed the minimum specifications listed.
2. Conform to the current Motor Vehicle Laws/Codes of the State of Washington.
3. Comply with the current Federal Motor Vehicle Safety Standards.
4. Shall meet the manufacturer's standard specifications and shall be further equipped as stated in these specifications whether considered standard or not.

### **PAYMENT:**

Payment will be made by Lewis County on or about 30 days following date of delivery, providing billing invoice is in the office of the Lewis County Fiscal Department, 351 NW North Street, Chehalis, WA 98532 prior to the 10th of the month.

**PRE-DELIVERY:**

All items shall receive dealer factory pre-delivery service before being delivered. Transportation damage shall be repaired by dealer prior to delivery. All equipment will be in turnkey condition and subject to inspection prior to acceptance.

**DELIVERY OF VEHICLE PURCHASES:**

Packing and transportation expenses are the responsibility of the bidder. All prices quoted must be F.O.B. Destination, Freight Prepaid and Allowed, delivered and unloaded at the delivery address below.

*Lewis County Motor Pool  
476 W. Main St.  
Chehalis, WA 98532*

**LITERATURE:**

Descriptive brochure with reasonably detailed specifications for the unit offered must be enclosed with the bid documents.

**COOPERATIVE PURCHASES:**

Lewis County has entered into Interlocal Purchase Agreements with other governmental agencies pursuant to RCW 39.34. Successful bidder, if agrees, can sell additional items at the bid price, terms and conditions to other governmental agencies. Lewis County accepts no responsibility for the payment of the purchase price by other governmental agencies.

**PROPOSAL:**

The undersigned hereby certifies that he/she has read and thoroughly understands and agrees to the terms, conditions, and specifications of this document for furnishing the item(s) listed to Lewis County and hereby submits the proposal on page 9.

\_\_\_\_\_  
Firm Name (Type or Print)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title of Person Signing

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

6.

**SPECIFICATIONS**

**&**

**ITEMIZED OPTIONS**



**I. Specifications Check-List:**

Compact SUV shall be all-wheel drive, new (2020 or newer) and delivered to Lewis County Motor Pool. (Delivery address listed on page 14)

Make \_\_\_\_\_  
 Model \_\_\_\_\_  
 Year \_\_\_\_\_

Please include brochure with model bid.

Minimum Specification Required	List Specification Provided
Air Bags (Front and Safety Canopy)	
Air Conditioning	
Auxiliary Power Point/s	
Brakes (4-Wheel Anti-Lock Disc Brake System)	
Cruise Control	
Daytime Running Lights – (Low Beam)	
Engine (1.4L 4-Cylinder engine or larger)	
Exterior Color - White	
Four Doors w/Rear Lift-gate Door	
Front Row Map Lights, 2 <sup>nd</sup> Row Dome Lamp, Rear Cargo Area Light	
Interior Passenger & Cargo Volume Area combined - (Approximately 100 Cubic Ft.)	
License: Vehicle/s shall be licensed by the dealership and will provide registration and exempt license plates	
Outside Temperature Display	
Power Windows, Door Locks, and Mirrors	
Privacy Glass: Rear Side Windows & Rear Lift-gate Window	
Radio – AM/FM (Factory Installed)	
Rear Defroster	
Rear-view Camera	
Remote Keyless Entry (4 FOBS/Keys)	
Seat Belts and Head Restraints for all 5 Seating Positions	
Seating: 5-Passenger, Front Cloth Buckets, 2 <sup>nd</sup> Row 60/40 Fold-Flat and Reclining Split Bench	

<b>Minimum Specification Required</b>	<b>List Specification Provided</b>
Skid Plates	
Spare Wheel/Tire, Wheel Nut Wrench, and Jack	
Steering: Power Steering or Electric-Assisted Steering	
Tilt / Telescoping Steering Wheel	
Tires: All-Season	
Transmission (Automatic)	
Voice Recognition Communications – (Hands-free cell phone)	
Warranty: (Bumper-to-Bumper)	
Warranty: (Powertrain Warranty)	
Windshield Wipers: Front & Rear with Variable Intermittent	

## ITEMIZED OPTIONS:

1. If an item listed below is included as standard equipment in base model, indicate on line as “included.”
2. If the vehicle manufacture you represent is unable to provide an option listed below, indicate on line as “unavailable.”

\*\*\***DO NOT** include these prices in base bid submitted on page 9\*\*\*

### **Additions / Accessories:** (Enter amount for one vehicle)

1. Service Manuals Wiring diagram (paper or electronic) \$ \_\_\_\_\_
2. Interior Cargo Cover \$ \_\_\_\_\_