

**CITY OF OPELIKA**  
PURCHASING DEPARTMENT

**INVITATION TO BID**

**LILLIE FINLEY**  
**PURCHASING-REVENUE MANAGER**  
OFFICE: (334) 705-5120  
FAX: (334) 705-5128

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**BID DATA**

**BID NUMBER:** B15-027  
**COMMODITY TITLE:** 2015 SUV EQUAL TO CHEVY TAHOE  
**USER DEPARTMENT:** POLICE DEPARTMENT  
**BUYER:** LILLIE FINLEY  
**BUYER TELEPHONE:** (334) 705-5120  
**ISSUE DATE:** September 22, 2015

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**BID OPENING**

**DAY/DATE:** October 2, 2015  
**TIME:** 2:00PM  
**LOCATION:** Opelika City Hall  
Conference Room  
**MAILING ADDRESS:** City of Opelika  
Purchasing Department  
P.O. Box 390  
Opelika AL 36803-0390

The City of Opelika Purchasing Department will receive sealed bids for a vehicle equal to **(9) Nine 2015 Chevy Tahoes as per the attached specifications**. Bids must be received **by 2:00 PM on October 2, 2015** at which time they will be opened and read aloud. Late bids will not be considered nor returned.

**BIDS MAY BE MAILED TO:**  
**City of Opelika**  
**Purchasing Department**  
**PO Box 390**  
**Opelika, AL 36803-0390**

**BIDS MAY BE DELIVERED TO:**  
**City of Opelika of Opelika**  
**Purchasing Department**  
**204 S. 7<sup>th</sup> Street**  
**Opelika, AL 36801**

**PART ONE**  
**GENERAL TERMS AND INSTRUCTIONS**

**SECTION I TERMS AND CONDITIONS**

- 1.1 All bids submitted shall be firm for a minimum of 60 days, unless otherwise specified.
- 1.2 The equipment furnished under these specifications shall be the latest improved model in current, as offered to commercial trade, and shall be of quality workmanship and material. The bidder represents that all equipment offered under this specification shall be new. USED, SHOPWORN, DEMONSTRATOR, PROTOTYPE OR DISCONTINUED MODELS ARE NOT ACCEPTABLE, UNLESS SPECIFICALLY STATED OTHERWISE IN THE SPECIFICATIONS.
- 1.3 The City reserves the right to cancel or make null and void, any purchase order, if delivery cannot be made on the specified delivery date.
  - 1.3.1 In case of default by the contractor, the City may procure the articles or services from other sources and hold the contractor responsible for any excess cost occasioned thereby.
- 1.4 All items shall be delivered F.O.B. destination. Delivery costs and charges shall be included in the bid, unless otherwise stated in the specifications or proposal.
- 1.5 The name and manufacturer, trade name, manufacturer or vendor catalog number mentioned in the specifications and proposal sheet is for the purpose of designating a minimum standard of quality and type and for no other reason. Such references are not intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any items unless, otherwise stated in the specifications or proposals.
- 1.6 Bid tabulations will not be given over the telephone. Vendors desiring a bid tabulation shall enclose a stamped self-addressed envelope with their bid.
- 1.7 Bid awards are not official until a purchase order is issued or the Purchasing Department notified the successful vendor in writing.
- 1.8 By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

- 1.9 Vendors not listed on the City of Opelika vendor list shall submit with their bid, a completed W-9 form (attached).

## **SECTION II SUBMISSION OF BID**

- 2.1 Bid received after the designated date and time will not be opened nor returned.
- 2.2 All bids shall be submitted on and in accordance with forms for this purpose, which are available from the Purchasing Department. Additional supplementary documentation, when requested, shall be submitted on the bidder's letterhead.
- 2.3 All bids are to be submitted in sealed, plainly marked envelopes. Envelopes shall be marked in the bottom left corner with the Title of the Invitation to Bid, the Bid Number and the Opening Date. Facsimile and telephone bids will not be accepted.
- 2.4 All bids shall be typewritten or completed in black ink.
- 2.5 An authorized officer or agent of the company submitting the bid must sign all bids in order to be considered.
- 2.6 Bid documents shall be submitted, in **DUPLICATE**, to the City of Opelika, Purchasing Department.
- 2.7 Bids, which show omission, irregularity, alteration of forms, additions not called for, or conditional or unconditional unresponsive bids may be rejected.
- 2.8 Any bids submitted with corrected errors shall have the correction initialed by the person signing the bid.
- 2.9 Bidder shall submit with bid, the latest printed literature and detailed specifications on equipment they propose to furnish. This literature is for informational purpose only, and shall be used to help determine a product's compliance with specifications.

## **SECTION III BID EVALUATION**

- 3.1 The City reserves the right to evaluate all bids, waive any technical or informalities, reject any and/or bids and proposals, and further specifically reserves the right to make the award and/or awards in the best interest of the City.
- 3.2 The bid evaluation will be made on the following criteria:
  - 3.2.1 Bid price
  - 3.2.2 Compliance with specifications
  - 3.2.3 Ability to deliver product or service
  - 3.2.4 Prompt pay discount, if offered, and meeting requirements of \*\*Section 3.4
  - 3.2.5 Availability of warranty service and parts
  - 3.2.6 Delivery date
- 3.3 The City may waive minor differences in specifications, provided these differences do not violate the specification intent, materially affect the operation for which the item or items being purchased nor increase the estimated maintenance and repair cost to the City.
- 3.4 In order for a prompt pay discount to be considered as a factor in the award of this bid, the minimum days allowed for payment to receive discount shall be 15 days after the receipt of a correct invoice.

- 3.5 The City reserves the right to award all bids in their entirety or part, whichever, in its opinion, best serves the interest of the City.
- 3.6 Unless clearly shown on the bid that it is the intent a reduced total price is being offered on the basis of receiving an award of all items covered by the total, an totals should be the actual sum of the extension of unit prices; otherwise, in the event of any discrepancy between a unit price(s), extended price(s) and/or total price(s), unit price shall govern and the bid will be refigured accordingly.
- 3.7 Alabama Bid Law allows a Local Preference to businesses located within the City of Opelika when their bid is within 3% of the lowest responsible bid. The City will extend that preference when applicable.
- 3.8 The City shall be the sole judge as to an item meeting or exceeding the specifications.
- 3.9 NON-COLLUSION: Vendors, by submitting a signed bid, certify that the accompanying bid is not the result of, or affected by, any unlawful act of collusion with any other person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Alabama or United State law.

**SECTION IV BILLING AND PAYMENT**

- 4.1 The vendor shall submit an invoice in duplicate to:
  - City of Opelika
  - Accounting Department
  - PO Box 390
  - Opelika, AL 36803-0390
- 4.2 Payment by the City shall be made within thirty days, unless otherwise specifically provided, subject to any discounts offered.
  - 4.2.1 Payment will be made by the City to the vendor upon receipt of invoice, a copy of the Title Application filed with the State of Alabama, a copy of certificate of Origin, Bill-of-Sale, and acceptable of the vehicle by the City.
  - 4.2.2 Any prompt pay discount will be computed from the date of delivery of the equipment, supplies, or materials at destination, when final inspection and acceptance are at those points, of from the date the correct invoice is received, if the latter is later than the date of delivery.

**OPELIKA POLICE DEPARTMENT  
PATROL VEHICLE SPECIFICATIONS**

**(9) 2015 SUV EQUAL TO CHEVY TAHOE**

<b>MODEL:</b>	2015 SUV EQUAL TO CHEVY
<b>BODY STYLE:</b>	2WD 4DR LS
<b>INTERIOR:</b>	EBONY
<b>EXTERIOR:</b>	SUMMIT WHITE
<b>ENGINE:</b>	Engine, 5.3L EcoTec3 V8 with Active Fuel Management, Direct Injection and Variable Valve Timing includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 N-m] @ 4100 rpm)
<b>TRANSMISSION:</b>	6-SPEED AUTOMATIC, ELECTRONICALLY CONTROLLED WITH OVERDRIVE WITH OVERDRIVE AND TOWL/HAUL MODE
<b>SUSPENSION:</b>	SUSPENSION, HEAVY-DUTY, POLICE-RATED front, independent torsion bar, and stabilizer bar and rear, multi-link with coil springs
<b>BRAKES:</b>	4-Wheel antilock, 4-wheel disc, VAC power
<b>TIRES:</b>	P265/70R17 all-Terrain All Season, Police, V-Rated. <b>Spare Tire</b> P265/70R17 all Terrain All Season, Police, V-Rated
<b>WHEELS:</b>	Wheels, 17" x 8" (43.2 CMx20.3 CM) Steel, Police, Black
<b>AXLE:</b>	REAR AXLE, 3.08 Ratio
<b>COOLANT SYSTEM:</b>	Cooling, external engine oil cooler, heavy-duty air-to-oil integral to driver side of radiator (With (9C1) Police Vehicle includes heavy-duty oil-to-coolant integral to driver-side of radiator.)Cooling, auxiliary transmission oil cooler, heavy-duty air-to-oil
<b>SEATS:</b>	FRONT 40/20/40 SPLIT-BENCH, 3-PASSENGER includes 6- way power driver and 2-way front passenger seat adjuster, driver and front passenger power lumbar control and power reclining, center fold- down armrest with storage, storage compartments in seat cushion (includes auxiliary power outlet), adjustable outboard head restraints and storage pockets (With vinyl, does not include Driver 6-way power seat adjuster or Front passenger 6-way power adjuster.
<b>RADIO:</b>	AUDIO SYSTEM, AM/FM STEREO WITH CD PLAYER AND AUXILIARY INPUT JACK includes 2 USB ports and 1 SD card reader (STD)

**ADDITIONAL EQUIPMENT:**

IDENTIFIER FOR POLICE PATROL VEHICLE (Must be specified.)

FRONT UNDERBODY SHIELD (Included and only available with (9C1) Police Vehicle)

BATTERY, AUXILIARY, 730 CCA

POWER SUPPLY, 100-AMP, AUXILIARY BATTERY, REAR ELECTRICAL CENTER (Included and only available with (9C1) Police Vehicle only) POWER SUPPLY, 50-AMP, POWER SUPPLY, AUXILIARY BATTERY passenger compartment wiring harness (Included and only available with (9C1) Police Vehicle only)

ALTERNATOR, 170 AMPS, HIGH OUTPUT (Included and only available with (9C1) Police Vehicle only)

GVWR, 6800 LBS. (3084 KG) {Included and only available with (9C1) Police Vehicle}

LUGGAGE RACK, DELETE (Included and only available with (9C1) Police Vehicle only)

SPOTLAMP, LEFT-HAND (Requires (9C1) Police Vehicle. Not available with (7X7) left and right-hand spotlamps.)

GLASS, DEEP-TINTED (all windows, except light-tinted glass on windshield and driver- and front passenger-side glass) {Included and only available with (9C1) Police Vehicle only}

WINDSHIELD, SOLAR ABSORBING, SHADED UPPER (Included and only available with (9C1) Police Vehicle only)

WINDSHIELD STYLE, ACOUSTIC LAMINATED GLASS (Included and only available with (9C1) Police Vehicle only)

EXTERIOR ORNAMENTATION DELETE (Included and only available with (9C1) Police Vehicle only)

DOOR HANDLES, BODY-COLOR (Included and only available with (9C1) Police Vehicle only)

RADIO SUPPRESSION PACKAGE, WITH GROUND STRAPS

SEAT DELETE, THIRD ROW PASSENGER (Included with (9C1) Police Vehicle) (Deletes rear storage compartment.) CREDIT INSTRUMENTATION, ANALOG with certified 150 mph speedometer, odometer with trip odometer, engine hour meter, fuel level, voltmeter, engine temperature, oil pressure and tachometer (Included and only available with (9C1) Police Vehicle only)

KEY, 2-SIDED (Included and only available with (9C1) Police Vehicle only)

SWITCHES, REAR WINDOW INOPERATIVE (rear windows can only operate from driver's position) (Requires (9C1) Police Vehicle)

THEFT-DETERRENT SYSTEM, VEHICLE, PASS-KEY III (Included and only available with (9C1) Police Vehicle only)

POWER OUTLETS, 4 AUXILIARY, 12-VOLT includes 1 on the instrument panel, 1 in armrest, and 2 in the cargo area (Included and only available with (9C1) Police Vehicle)

SAFETY BELTS, 3-POINT, DRIVER AND FRONT PASSENGER IN ALL SEATING POSITIONS (Included and only available with (9C1) Police Vehicle only)

**WARRANTY:**

3 Years/36,000 Miles

Drivetrain:

5 Years/100,000 Miles

Corrosion:

3 Years/36,000 Miles

Rust-Through

6 Years/100,000 Miles

Roadside Assistance:

5 Years/100,000 Miles

Maintenance:

2 Years/24,000 Miles

**SERVICE MANUALS:** SHALL FURNISH TWO (2) PARTS, SERVICE AND OPERATOR MANUALS

**BID FORM**  
**ITB #B15-027**  
**2015 SUV EQUAL TO CHEVY TAHOE**

The undersigned declares that before preparing their bid, they read carefully the specifications and requirements for Bidders and that their bid is made with full knowledge of the kind, quality and quantity of services and equipment to be furnished, and their said bid is as stated on these pages. The undersigned offers and agrees, if this bid is accepted, within FIFTEEN (15) calendar days from date of opening, to furnish any or all if the items upon which prices are offered at the price set opposite each item delivered at the designated point(s) within the time specified. **PLEASE SUBMIT BIDS IN DUPLICATE AS REQUESTED IN SECTION II, ITEM 2.6**

<b>Item</b>	<b>Qty.</b>	<b>Description</b>	<b>Total Price</b>
1.	9	2015 SUV EQUAL TO CHEVY TAHOE	\$_____

Delivery Information: Delivery shall be made within \_\_\_\_\_ calendar days after receipt of purchase order.

Discounts will be allowed for prompt payment: \_\_\_\_\_percent, 10 calendar days  
\_\_\_\_\_percent, 15 calendar days  
\_\_\_\_\_percent, 20 calendar days  
\_\_\_\_\_percent, 30 calendar days  
\_\_\_\_\_Net 30

COMPANY SUBMITTING BID \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP CODE \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF PERSON AUTHORIZED TO SIGN BIDS

\_\_\_\_\_  
TYPED NAME AND TITLE OF SIGNER

\_\_\_\_\_  
TELEPHONE NUMBER

DATE\_\_\_\_\_

FEDERAL ID NUMBER\_\_\_\_\_

E-MAIL ADDRESS\_\_\_\_\_

WEB SITE \_\_\_\_\_

**ANTI-COLLUSION STATEMENT**

THE BELOW SIGNED BIDDER HAS NOT DIVULGED TO, DISCUSSED OR COMPARED HIS BID WITH OTHER BIDDERS AND HAS NOT COLLUDED WITH ANY OTHER BIDDER OR PARTIES TO A BID WHATSOEVER.

**NOTE:** NO PREMIUMS, REBATES OR GRATUITIES TO ANY EMPLOYEE ARE PERMITTED WITH, PRIOR TO, OR AFTER ANY DELIVERY OF MATERIALS. ANY SUCH VIOLATION WILL RESULT IN THE CANCELLATION AND/OR RETURN OF MATERIAL (AS APPLICABLE) AND THE REMOVAL FROM THE MASTER BIDDERS LIST.

\_\_\_\_\_  
FIRM NAME

\_\_\_\_\_  
BY (PRINTED)

\_\_\_\_\_  
BY (SIGNATURE)

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_

\_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
FAX NUMBER

**BID NO.: B15-027**

**STATEMENT OF NO BID/PROPOSAL**

**NOTE: If you DO NOT intend to bid on this commodity or service, please complete and Return this form immediately.** Your response will assist us in evaluating all responses for this important project and to improve our bid solicitation process.

The Purchasing Division of the City of Opelika wishes to keep its bid list file up-to-date. If, for any reason you cannot supply the commodity/service noted in this bid/proposal solicitation, this form must be completed and returned to remain on the particular bid list for future projects of this type.

If you do not respond to this inquiry within the time set for the proposal opening date and time noted, we will assume that you can no longer supply this commodity/service, and your name will be removed from this commodity/service list.

\_\_\_\_\_ Specifications too "tight", i.e. geared toward one brand or manufacturer only.

\_\_\_\_\_ Specifications are unclear (explain below)

\_\_\_\_\_ We are unable to meet specifications.

\_\_\_\_\_ Insufficient time to respond to the Request for Proposal.

\_\_\_\_\_ Our schedule would not permit us to perform.

\_\_\_\_\_ We are unable to meet bond requirements.

\_\_\_\_\_ We are unable to meet insurance requirements.

\_\_\_\_\_ We do not offer this product or service.

\_\_\_\_\_ Remove us from your proposers list for this commodity or service.

\_\_\_\_\_ Other (specify below).

REMARKS \_\_\_\_\_  
\_\_\_\_\_

SIGNED: \_\_\_\_\_ NAME: \_\_\_\_\_  
(Type or Print)

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

FIRM NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
(Street address) (City) (State) (Zip)