



CITY OF FAIRBANKS

INVITATION TO BID

**CITY OF FAIRBANKS
DEPARTMENT OF PUBLIC WORKS**

BID NUMBER: ITB-17-18

SUV- ¾ Ton, 4- Door for the Fire Department

**PURCHASING MANAGER
KERRY KIRBY**

PHONE: 907-459-6730

EMAIL: kkirby@fairbanks.us

ISSUE DATE: OCTOBER 6, 2017

BID OPENING – DATE/TIME: OCTOBER 27, 2017, 10:00 AM

INVITATION TO BID
CITY OF FAIRBANKS
SUV- ¾ Ton, 4- Door for Fire Department
ITB-17-18

Sealed bids for furnishing a new, unused **SUV- ¾ Ton, 4-Door for the Fire Department** to the City of Fairbanks, Public Works Department, will be received by the City Clerks, City Hall, 800 Cushman Street, Fairbanks, Alaska 99701 until and including **10:00 A.M., OCTOBER 27, 2017**, and will then be publicly opened and read aloud in the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska.

THIS BID MUST BE SUBMITTED IN A SEPARATE, SEALED ENVELOPE PLAINLY MARKED WITH THE BID OPENING DATE AND TIME AND MARKED WITH THE FORMAL BID NUMBER: **ITB-17-18**. INVITATION TO BID MUST BE ADDRESSED TO THE CITY CLERK'S OFFICE ATTN: KERRY KIRBY.

Specifications and related bid documents may be obtained online at www.fairbanksalaska.us. Click on Invitations to Bid. If further assistance is needed, contact Kerry Kirby at 907-459-6730 or by email: kkirby@fairbanks.us.

The City reserves the right to waive informalities not inconsistent with law and to reject any or all bids.

Kerry Kirby
Purchasing Manager
City of Fairbanks

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INFORMATION FOR BIDDERS

1. **CONTRACT DOCUMENTS:** The "Invitation to Bid", the "Information for Bidders", "Specifications", and the "Proposal Form" shall form the contract. Vendors must examine each of the contract documents, inform themselves of the conditions and make their own estimate of any or all difficulties attendant upon furnishing the equipment as desired.
2. **DATE AND PLACE OF OPENING:** Pursuant to the "Invitation", sealed proposals will be received by the City Clerk's Office, City Hall, 800 Cushman Street, Fairbanks, Alaska. The Proposals will then be opened and publicly read in the City Council Chambers.
3. **PRINTED FORM FOR PROPOSALS:** All proposals shall be made upon the blank "Proposal Form" attached hereto, and must clearly indicate the unit price in both figures and words. The words shall prevail. The proposal must be signed by an authorized agent of the bidder. Proposals submitted on forms other than those provided will be rejected.
4. **DOCUMENT COMPLETION:** All entries and required signatures on Bid and Contract Documents must be completed either typewritten or in **BLACK INK**.
5. **OMISSIONS AND DISCREPANCIES:** Should a vendor find discrepancies in, or omissions from, the contract/proposal documents, or should be in doubt as to their meaning, the vendor should immediately notify the Purchasing Department, 800 Cushman Street, Fairbanks, Alaska 99701, in writing or by email, no later than seven (7) days **before** the bid opening (emailed inquiries are encouraged) to the City Purchasing Agent who shall then send corrections or explanations to all known holders of the proposal documents.
6. **ACCEPTANCE OF PROPOSALS:** As soon as practicable after opening of proposals valued over \$250,000.00, the City Council will act upon them. On any transaction in excess of \$500,000.00, the City Council is the approving body. The right and obligations of the contract shall become effective and binding upon the contracting parties only after formal execution of a purchase order signed by the Purchasing Department, or a contract form signed by the Contractor and City Mayor. No other act, oral, written or implied, shall constitute acceptance of a proposal.

Awards may be made by line item when in the best interest of the City.

Unless otherwise noted, **NO BIDS OR PROPOSALS SHALL BE ACCEPTED BY FAX.**

7. **REJECTION OF BIDS:** The City shall have the authority to reject parts of all bids, or all bids for any one or more supplies or contractual services included in the proposed contract, when the public interest will be served thereby.
8. **TIME FOR DELIVERY:** Successful bidders may be required to produce reasonable evidence from their source of supply or manufacturer to justify the delivery dates furnished with their proposals. Any unreasonable deviation from the proposed delivery dates shall constitute a breach of contract and shall entitle the City to cancel all obligations to the Contractor.

9. DAMAGES FOR LATE DELIVERY AND NON-CONFORMING GOODS:

- A. Time is of the essence in this contract. The Bidder is expected to deliver goods that conform in all material respects to the contract specifications on or before the date provided therein, as may be amended by written agreement of the parties.
- B. In the event that the equipment is delivered late or does not conform to the contract specifications, the City shall be entitled to offset against the Contract Price, as liquidated damages and not as a penalty, an amount equal to the cost of renting like equipment, multiplied by the number of calendar days elapsing between the delivery date provided in the bid schedule and the delivery date to the City. **In the case of equipment in this class, the daily rental fee is determined to be \$100.00.** The number of days for which liquidated damages shall apply shall include, in the case of non-conforming goods, the time reasonably necessary for the City to perform inspection.
- C. These liquidated damages represent a reasonable estimate of amounts necessary to compensate the City for loss of use of the goods during the period in which the goods would have been available to the City if conforming goods had been timely delivered.

10. DELIVERY POINT: Bidder's proposal shall include F.O.B. City of Fairbanks, Public Works Department yard located at 2121 Peger Road.

11. POSTPONEMENT: The City of Fairbanks reserves the right to postpone the date of the opening of proposals and will give written notice of any such postponement to all known holders of the contract documents.

12. LOCAL PREFERENCE: Local Preference as provided by the City Code of Ordinances, Sec. 54-168:
(a) Except as provided otherwise in this section, a contract may be awarded based on the solicited bids with reasonable promptness by written notice to the lowest responsible and responsive bidder whose bid conforms in all material respects to the requirements and criteria set out in the invitation for bid.

- (b) In determining responsibility, the awarding authority may consider:*
 - (1) The ability, capacity and skill of the bidder to perform the contract;*
 - (2) The bidder's ability to perform the contract within the time specified, without delay or interference;*
 - (3) The character, integrity, reputation, experience and efficiency of the bidder;*
 - (4) The quality of performance of previous contracts;*
 - (5) The past and existing ability by the bidder to comply with laws and ordinances relevant to the contract;*
 - (6) The sufficiency of the financial resources and ability of the bidder to perform the contract;*
and
 - (7) The number and scope of conditions attached to the bid.*

(c) If applicable, the awarding authority may award a contract based on solicited bids to the lowest responsive and responsible bidder only after a local bidder's preference has been applied. In this subsection, "local bidder" means a person who:

- (1) Is a regular dealer who owns, operates or maintains a store, warehouse or other establishment in which the materials, supplies, articles or equipment of the general character described by the specifications and required under the contract are bought, kept in stock, and sold to the public in the usual course of business;*
- (2) Holds a current state business license;*

- (3) *Submits a bid for goods, services or construction under the name as appearing on the person's current state business license;*
 - (4) *Has maintained a place of business within the borough staffed by the bidder or an employee of the bidder for a period of six months immediately preceding the date of the bid;*
 - (5) *Is incorporated or qualified to do business under the laws of the state, as a sole proprietorship, and the proprietor is a resident of the borough or is a partnership, and the majority of the partners are residents of the borough; and*
 - (6) *If a joint venture, is composed entirely of ventures that qualify under subsection (c)(1)—(4) of this subsection.*
- (d) *A local bidder who qualifies as a responsible and responsive bidder shall be granted a local preference in excess of the lowest bid received in the amount of:*
- (1) *The lesser of five percent or \$50,000.00 for a construction contract.*
 - (2) *The lesser of five percent or \$5,000.00 for any other contract.*
- (e) *If a tie results under subsection (d) of this section, the local bidder will be awarded the bid. If a tie results between local bidders, the award will be determined by a public coin toss conducted by the appropriate authority.*
- (f) *The provisions of subsection (d) of this section are not applicable to any contract funded by a federal or state grant which expressly prohibits a local preference in awarding contracts.*

13. **ADDITIONAL INFORMATION FOR BIDDERS:**

- A. **Brand Name or Equal** - In the case where a bid call does not request a specific brand or in the case where a vendor is bidding an alternate equal to a brand which is specified on a bid call (when an "or equal" is indicated as acceptable in the bid call), the bidders must submit with their proposals the latest printed specifications and advertising literature on the product they propose to furnish. The bidders shall list on a separate sheet of paper any variations from, or exceptions to, the conditions and specifications of the contract documents. This sheet shall be labeled "Exceptions to Bid Conditions and Specifications" and shall be attached to the proposal.
- B. **Multiple, Alternate or Conditioned Offers** - Unless specifically allowed, multiple, alternate, or bid conditioned upon receiving award of all or a portion of this and/or another contract shall be deemed non-responsive, and shall be rejected.

14. **TAXES:** The City of Fairbanks does not pay excise tax and will furnish the successful bidder with Exemption Certificates upon request.

15. **PROMPT PAYMENT DISCOUNT:** The City of Fairbanks will provide payment 30 days after satisfactory delivery, acceptance and receipt of invoice.

- A. Discounts for prompt payment will not be considered in the evaluation of offers. However, any offered discount will form a part of the award and will be taken if payment is made within the discount period indicated in the bid by the bidder.
- B. In conjunction with discount offered for prompt payment, time shall be computed from: (1) the date of completion of performance of the services or delivery of the supplies to the carrier if acceptance is at point of origin or date of delivery at destination or port of embarkation if delivery and acceptance are at either of these locations; or (2) the date a proper invoice is received by accounts payable if the

invoice is later than date of performance and delivery. For the purpose of computing the discount earned, payment shall be considered to have been made on the date which appears on the payment check or the date a wire transfer is made.

16. **SET OFFS PRIOR TO DISBURSEMENT:** Disbursement of monies by City hereunder shall be subject to set-off pursuant to the provisions of section 2.711 of the Code of Ordinances.
17. **QUESTIONS, OBJECTIONS, OR COMMENTS:** Shall be in writing and received by the Purchasing Manager no later than (7) calendar days prior to proposal opening so that any necessary amendments or clarification can be published and distributed to all known bidders. Emailed inquiries are encouraged to the City Purchasing Agent.
18. **MATERIAL SAFETY DATA SHEETS:** For all material supplied under this bid the vendor/supplier shall provide to the delivery address the applicable Material Safety Data Sheet (MSDS). MSDS must be received prior to final payment.

**SPECIFICATIONS
CITY OF FAIRBANKS
SUV- ¾ Ton, 4- Door for the Fire Department
ITB-17-18**

1. GENERAL

- A. It is the intent of these specifications to describe the minimum requirements for a new, unused, **SUV- ¾ Ton, 4- Door for the Fire Department**. The unit shall be of original factory manufacture and furnished fully assembled. All parts not specifically mentioned which are required for a complete unit shall conform in design, strength, quality of material and workmanship to the highest standards of engineering practice.
- B. Unit shall be delivered ready for immediate operation and meet all Federal, State and local safety requirements.
- C. The Unit shall be the manufacturer's standard and be equipped with the manufacturer's equipment and accessories which are included as standard in the published specification for the unit. Manufacturer's descriptive literature, with itemized listing of equipment furnished, shall be submitted with bid. Bidders shall provide itemized listing of any deviation from this specification. If not so specified, all items furnished must be provided in accordance to this specification. All deviations from the manufacturer's standard or modifications to the **SUV- ¾ Ton, 4- Door for the Fire Department** shall accompany the bid, in writing, for consideration during the bid evaluation.
- D. Unit shall have full warranty coverage as specified in manufacturer's descriptive literature and warranty section of the ITB.
- E. Bidder shall guarantee in-state availability of warranty, maintenance and parts or furnish by air shipment at no additional charge to the City during warranty period. If an in-state warranty dealer is not available, then the City shall be authorized, in writing, by the manufacturer, to perform all warranty work. The dealer will reimburse the City for all labor and materials used during the warranty period at the established City labor rates and at delivered invoice prices.
- F. It is the intent that this unit will have an anticipated operating life of ten (10) years. Therefore, the following questions shall be answered by the manufacturer:
1. How long has the manufacturer been in the business of manufacturing this type of equipment?
_____ years.
 2. Is the unit bid a current production model? _____ Yes _____ No
 3. Bidder has enclosed manufacturer's literature, specifications and all pertinent information concerning this bid? _____ Yes _____ No
 4. Bid proposal was filled out thoroughly and all pertinent information requested was provided and any deviations thoroughly explained? _____ Yes _____ No
- G. Bidder will specify date of delivery.
- H. Final payment will be made on approval and acceptance by the City of Fairbanks Public Works Department that unit meets specifications as set forth in these bid documents.
- I. Manufacturer's statement of origin. The City will title and apply for government exempt license plates.

**BID SPECIFICATIONS
CITY OF FAIRBANKS
SUV- ¾ Ton, 4- Door for Fire Department
ITB-17-18**

GENERAL SPECIFICATION

It is the intent of these specifications to describe a new, unused **2017 or current model SUV, ¾ ton, 4-door for the Fire Department** that will meet the requirements of the City of Fairbanks Public Works Department. Production model is defined as a standard model with minimum of 10 sold and in service for 24 months or more. The unit bid shall be current year model, in new condition, not previously owned and meet or exceed the following minimum specifications.

2017 or Current Year Model, ¾ Ton SUV. US manufacturer only, 4 door. Price to be FOB Fairbanks, Alaska		
	COMPLY (Y/N)	DESCRIBE EXCEPTION(S)
1. CHASSIS		
A. 4 X 4 (4-WHEEL DRIVE)		
2. SUSPENSION/DRIVE TRAIN		
A. HEAVY DUTY SUSPENSION PACKAGE		
B. Minimum 3.2 GEAR RATIO-REAR		
C. LIMITED SLIP OR LOCKING REAR DIFFERENTIAL		
3. TIRES/WHEELS/BRAKES		
A. 4-WHEEL ABS BRAKES WITH TRACTION AND STABILITY CONTROL FEATURES		
B. 17"-22" WHEEL SIZE-ALUMINUM RIMS		
C. BLIZZAK 10-PLY TIRES (4) WITH ONE SPARE MOUNTED ON RIM		
D. TIRE PRESSURE MONITORING		
4. POWER TRAIN		
A. AUTOMATIC TRANSMISSION		
B. TRANSMISSION COOLER WITH HEAVY DUTY UPGRADES AVAILABLE		
C. V8 - GAS		

D. ENGINE OIL COOLER		
5. BODY		
A. FRONT TOW HOOKS		
B. TOW PACKAGE WITH CLASS III HITCH		
C. UNDERBODY SHIELD/SKID PLATE PACKAGE		
D. FULL AIRBAG PACKAGE		
E. KEYLESS ENTRY REMOTE START		
F. FRONT LICENSE PLATE MOUNT		
G. ASSIST HANDLES AT ENTRY DOORS		
6. WINTERIZATION		
A. ENGINE BLOCK HEATER		
B. WINTERIZATION PACKAGE-if available, otherwise PW will perform on arrival		
7. CAB INTERIOR		
A. INTERIOR COLOR TO BE GRAY, DARK GRAY OR BLACK		
B. INTERCEPTOR/POLICE PREP PACKAGE TO BE INCLUDED (IF AVAILABLE)		
C. REAR HEATER		
D. REAR WINDOW DEFROSTER		
E. REAR WINDOW WIPER		
F. STANDARD SPLIT LIFT GATE (power not required)		
G. 110V INTERIOR PLUG		
H. POWER WINDOWS		
I. POWER DOOR LOCKS		
J. HEATED REMOTE ADJUSTABLE MIRRORS		
K. TELESCOPING/TILT LEATHER WRAPPED STEERING WHEEL (manual OK, power option not required)		
L. CRUISE CONTROL		
M. REAR VIEW CAMERA-SHARE SCREEN WITH GPS		

N. IN DASH GPS (price as a preferred option)		
O. AM/FM RADIO WITH AUX INPUT AND BLUETOOTH TO CELL PHONE CAPABILITY FOR HANDS FREE CALLS		
P. AUX MANUFACTURER SUPPLIED SWITCHES		
Q. FRONT BUCKET SEATS (with cloth or leather covers – no vinyl)		
R. 2 ND ROW SEATS, 2-BUCKET (one or both will be removed after arrival for equipment storage)		
S. NO THIRD ROW SEATING (installation of roll-out rack/command unit)		
T. FLOOR COVERING, BLACK RUBBER		
8. CAB, EXTERIOR		
A. EXTERIOR COLOR- FIRE DEPARTMENT RED, FACTORY CODE RR		
9. LIGHTING/ELECTRICAL		
A. 150 AMP OR LARGEST AVAILABLE ALTERNATOR		
B. HID HEADLAMPS AND AUX DRIVING/FOG LIGHTS-LED		
C. STEERING WHEEL CONTROLS FOR SIREN		
10. WARRANTY:		
A. MINIMUM STANDARD BUMPER TO BUMPER- 3 YEAR/36K WARRANTY		
B. EXTENDED- 5 YEAR/50K WARRANTY (OPTIONAL)		
C. EXTENDED- 7 YEAR/100K WARRANTY (OPTIONAL)		

CITY OF FAIRBANKS
SUV- ¾ Ton, 4- Door for Fire Department
ITB-17-18

The undersigned bidder, having carefully examined the contract documents provided and referred to in the "INFORMATION TO BIDDERS" and "SPECIFICATIONS" propose to furnish the following:

One (1) each - new, unused, 2017 or current model SUV, ¾ ton, 4 door for the Fire Department per specifications.

ALL INFORMATION AND DOCUMENTS REQUESTED ARE COMPLETED AND ATTACHED TO THIS PROPOSAL. Yes_____ No_____

MANUFACTURER: _____

YEAR AND MODEL: _____

UNIT PRICE F.O.B. CITY OF FAIRBANKS PUBLIC WORKS FACILITY IN FIGURES:

UNIT PRICE F.O.B. CITY OF FAIRBANKS PUBLIC WORKS FACILITY IN WORDS:

TOTAL PRICE F.O.B. CITY OF FAIRBANKS PUBLIC WORKS FACILITY IN FIGURES:

TOTAL PRICE F.O.B. CITY OF FAIRBANKS PUBLIC WORKS FACILITY IN WORDS:

SHIP VIA: _____

TERMS AND/OR PROMPT PAYMENT DISCOUNT (IF ANY): _____

PROPOSED DELIVERY SCHEDULE: _____ DAYS A.R.O.

FIRM NAME: _____

CITY OF FAIRBANKS
SUV- ¾ Ton, 4- Door for Fire Department
ITB-17-18

FIRM NAME: _____

ADDRESS: _____

BY (Print Name): _____

SIGNATURE: _____

TELEPHONE: _____

TITLE: _____

FAX: _____

EMAIL: _____

ALASKA BUSINESS LICENSE: _____

CITY OF FAIRBANKS BUSINESS LICENSE (if applicable): _____