



WHITE COUNTY, TENNESSEE
DEPARTMENT OF FINANCE
COURTHOUSE ROOM 204
1 EAST BOCKMAN WAY
SPARTA, TENNESSEE 38583
PHONE (931)-836-3216 FAX (931)-836-3343
finance@whitecountyttn.gov

WHITE COUNTY, TENNESSEE
Bid Package
for
Bid Number: 2017-1110-02-007

Highway Department Vehicle

Bid Opening:
November 10, 2016
2:00pm Central Time

Contents:
Information to Bidders
Specifications
Bid Forms
Advertisement

*Posted for public inspection at
whitecountyttn.gov/bids*



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Invitation to bid

Description of items/services requested:

The White County Department of Finance, on behalf of the White County Highway Department, is soliciting bids for the purchase of one (1) or more vehicles.

General Requirements:

Proposals, bids, or responses will be accepted by the White County Department of Finance no later than **2:00 p.m. November 10, 2016** (local time). Every document must be enclosed in an envelope clearly marked as a bid document. Any response, bid, or proposal received after the above deadline shall be considered late, and will not be opened or considered. Bid prices must be valid for no less than thirty (30) days from the date of the bid.

All documents shall be submitted to the following address:

Chad S. Marcum, Director of Finance
White County Department of Finance
Courthouse Room 204
1 East Bockman Way
Sparta, Tennessee 38583

Specifications:

For the purposes of this bid, White County is specifying a 2016 or later Ford F-150 Supercab truck for which all bids must meet or exceed.

- See detailed specification sheet attached.
- Bids should include delivery to Sparta, Tennessee

It is White County's intention to initially purchase one (1) vehicle under this bid.

Alternate bids and specifications are not acceptable unless specifically asked for and /or authorized.



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General Bidding Procedures

Bid Limit: White County requires all purchases over \$25,000 to be acquired by sealed competitive bids. Exceptions: Fuel, emergency purchases, and any items excluded by statute

Location: All bids must be submitted to the White County Department of Finance at or before the announced deadline.

Courthouse Room 204
1 East Bockman Way
Sparta, Tennessee 38583

Bid Document: For certain projects the Owner will supply a bid form to be completed by the bidder. When such forms are issued, only bids returned with the proper forms will be accepted. Envelopes must be sealed and marked as a bid document. Any bid may be withdrawn prior to the day, date and time as set forth in the "bid invitation". On construction related bids, the envelope must contain the following information visible from the outside: TN License number, expiration date, classifications and limitations.

Electronic transmissions: Electronic transmissions will not be accepted except when in the course of the bidding process addendums or other notifications of errors on behalf of the owner places an undue hardship upon prospective bidders. Written notification by the owner must precede the acceptance of Facsimile transmissions.

Bid Bond: For construction related bids, in excess of \$25,000 dollars, the owner requires a bid bond equal to five percent of the total price of the bid. Contracts for the services of a construction manager shall require a bid bond in the amount of ten percent. The owner may request bonds on other services as determined by the Finance Department.

Performance Bond: For construction related bids, in excess of \$25,000 dollars, the owner requires a performance bond equal to one hundred percent of the contract price. The owner may request bonds other services as determined by the Finance Department.

Payment Bond: For construction related bids, in excess of \$25,000 dollars, the owner requires a payment bond equal to one hundred percent of the contract price except as stipulated under T.C.A. 12-4-201. The owner may request bonds other services as determined by the Finance Department.

Disclosures by bidders: For construction bids in excess of \$25,000 interested bidders must include the following information on the outside of the envelope containing the bid document: Name, License number, Expiration date thereof, and license classification of the contractors applying to bid as stated in T.C.A. 62-6-119. For construction bids less than \$25,000, the name only is required. White County maintains a drug-free workplace and requires all bidders for construction contracts to comply with T.C.A. 50-9-114.

Laws and Regulations: The bidder's attention is directed to the fact that all applicable state laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though herein written out in full. Bidders may be required to provide proof of valid business license and Workers Compensation Insurance if required by law.

Sub-contracts: The Bidder is specifically advised that any person, firm, or other party to whom it is proposed to award a sub-contract under this contract must be acceptable to the Owner.



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Award of Contract: The owner (White County) further reserves the right to reject any and all bids, to waive any and all informalities and to negotiate contract terms with the successful bidder, and the right to disregard all non-conforming, non-responsive or conditional bids. White County may conduct such investigations as it deems necessary to assist in the evaluation of any bid to establish the responsibility, qualifications, and financial ability of the bidder, proposed sub-contractors and other persons and organizations to perform the work in accordance with the contract documents to the bidder who does not pass any such evaluation to the owner's satisfaction. The contract shall be awarded to the lowest, best and most responsible bidder, whose evaluation by the owner indicates to the owner that the award will be in the best interest of White County. It is also understood that the "apparent low bidder" will be announced at the bid opening; however the "successful bidder", who may or may not be the lowest bidder, will not be announced until all issues, which include, but are not limited to quality, service, conformity to specifications, etc. have been resolved and until a period of review has been completed by the County. White County does not enter into contracts which provide for mediation or arbitration.

Construction Contracts – Retainage: The Owner will retain five percent of funds on contracts over \$500,000 dollars per T.C.A. 66-11-144.

Title VI of the Civil Rights Act of 1964: All interested parties, without regard of race, color or national origin, shall be afforded the opportunity to bid and shall receive equal consideration. Title VI states "No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program activity receiving Federal financial assistance." White County strives to protect individuals' civil rights through active compliance with the requirements of Title VI.

Warranty: The vendor shall provide warranty information on the equipment, components and items bid with the bid submittal.

Payments: Invoices that are submitted by the awarded bidder are required to provide accurate and current addresses. Payment terms shall be specified in the bid response, including any discounts for early payment. The Finance Department of White County discourages the practice of picking up checks in person, unless there is an emergency situation.

Errors in Bids: When an error is made in extending total prices, the unit bid price will govern. Carelessness in quoting prices or in preparation of bid otherwise, will not relieve the bidder. Erasures or changes to bids must be initialed. Any alteration, erasure, addition to or omission of required information, change of the specifications or bidding schedule, is made at the risk of the bidder.

Taxes: White County is tax exempt.

Tie Bids: If two or more bidders submit identical bids and is equally qualified; selection shall be made at the discretion of the county based on performance.

Contractors, Subcontractors and employees: If work is to be performed during regular school hours when children are present, the county reserves the right to require background checks, dress codes and certain ethical standards of all employees on school property.

Specification details: These specifications have been designed to meet a certain level of quality as well as to standardize certain components. In numerous places reference to specific brands of components may have been made. This has been done to establish a certain level of quality and in no way is an attempt to write out vendors of similar or equal equipment components.



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Bid Form

Project: Highway Department Vehicle

Bid Date: November 10, 2016; 2:00p.m. central time

Company Name: _____

Address: _____

Phone Number: _____

Contact: _____

Email Address: _____

Bid Amount: _____ Dollars per vehicle.

(\$ _____) per vehicle.

Estimated Delivery Date: _____

Pricing Expiration Date: _____

By submitting a bid, bidder agrees to and confirms that the above bid price is inclusive of all specifications and conditions as outlined in this invitation to bid unless otherwise specifically noted by the bidder.

Signature: _____

Title: _____

Date: _____

White County, Tennessee Highway Department Vehicle Detailed Specifications

Bidder Information:

Name of Bidder: _____
 Address of Bidder _____
 Contact name: _____
 Phone number: _____
 Email Address: _____

You must return a copy of these specs with your bid response noting all exceptions and deviations.

<u>Equipment</u>	<u>Description</u>	<u>YES</u>	<u>NO</u>	<u>List Exception</u>
Type	F-150 Truck	_____	_____	_____
Year Model	2016 or later (Please specify year you are bidding)	_____	_____	_____
Condition	New	_____	_____	_____
Delivery	Sparta, Tennessee	_____	_____	_____
Warranty	3-years / 36,000 miles warranty bumper-to-bumper	_____	_____	_____
Warranty	5-years / 60,000 miles powertrain warranty	_____	_____	_____
Manual	include any applicable owner's manuals	_____	_____	_____

<u>Equipment</u>	<u>Description</u>	<u>YES</u>	<u>NO</u>	<u>List Exception</u>
Mechanical	Engine 5.0L V8 with Flex-Fuel Capability or equivalent			
Mechanical	6-Speed Automatic Transmission			
Mechanical	4x4 Electronic Shift-On-The-Fly			
Mechanical	Axle - Front: Independent Front Suspension			
Mechanical	Brakes - 4-wheel disk with ABS			
Mechanical	Parking Brake - Mechanical			
Mechanical	Shock Absorbers, Gas (Front/Rear)			
Mechanical	Springs Front - Coil			
Mechanical	Springs Back - Leaf			
Mechanical	Front Stabilizer Bar			
Mechanical	Power Steering			
Mechanical	Minimum 20 gallon fuel tank			
Mechanical	Locking rear differential			
Exterior	Color - Oxford White			
Exterior	Front Bumper/Grille - Black			
Exterior	Rear Bumper - Black			
Exterior	Cargo/Brake Lamp - Center High Mounted			
Exterior	Daytime running lamps			
Exterior	170 Degree Rear-Door			
Exterior	Black grille			
Exterior	Headlamps: Halogen			
Exterior	Sideview Mirrors - Manual folding			
Exterior	Hooks - 4 Box Tiedown Points			
Exterior	Hooks - 2 Front Tow Points			
Exterior	Spare - Full size spare tire			
Exterior	Wheels - 17" Silver Steel			
Exterior	Trailer Towing Package with Hitch Receiver			

<u>Equipment</u>	<u>Description</u>	<u>YES</u>	<u>NO</u>	<u>List Exception</u>
Exterior	Black door handles and tailgate handle			
Exterior	Tires - 265/70R17 OWL (or equivalent)			
Exterior	Single rear exhaust			
Exterior	Tailgate Step			
Interior	Power Equipment Group - Windows/Locks/Mirrors			
Interior	Productivity screen in instrument cluster			
Interior	Center-stack screen with Audio Controls			
Interior	Black Vinyl Floor Covering			
Interior	Dome light			
Interior	Gauges and Meters - Fuel, Oil Pressure, Transmission Temperature and Engine Coolant Temperature Gauges; Speedometer, Odometer, and Tachometer			
Interior	Illuminated Entry			
Interior	Single Zone - Manual Air Conditioning			
Interior	Powerpoint - 12V Front			
Interior	Rear-window with fixed glass and solar tint			
Interior	Rearview mirror - automatic day/night			
Interior	Vinyl seats			
Interior	Manual Tilt Steering Wheel with Speed and Audio controls			
Interior	Cruise Control			
Safety/Security	Rollover Stability Control			
Safety/Security	Airbags - Driver and Passenger, Side seat, Side curtain			
Safety/Security	Rainlamp wiper activated headlamps			
Safety/Security	Seatbelt reminder system			
Safety/Security	Tire pressure monitoring system			
Safety/Security	AutoLamp - Auto On/Off			
Functional	Cap-less fuel-filler			
Functional	Radio - AM/FM - CD - MP3 - Clock			

This form must be completed and returned with the Bid Form, which indicates the bid price.



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Advertisement for Bid

White County, Tennessee
Advertisement for Bids
Bid No. 2017-1110-02-007

Take notice that the Director of Finance for White County shall accept sealed written bids for the purchase of one or more Highway Department vehicles.

Proposals, bids, or responses must be submitted to the office of the Director of Finance, Room 204, White County Courthouse, Sparta, Tennessee, 38583, no later than 2:00 P.M. central time, November 10, 2016 at which time the bids will be opened and considered.

Copies of bid documents may be obtained at whitecountyttn.gov/bids

The owner (White County) further reserves the right to reject any and all bids, to waive any and all informalities and to negotiate contract terms with the successful bidder, and the right to disregard all non-conforming, non-responsive, or conditional bids.

Chad S. Marcum
Director of Finance
Publication Date: 10/27/2016