



WHITE COUNTY, TENNESSEE
DEPARTMENT OF FINANCE
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WHITE COUNTY, TENNESSEE
Procurement Package

for

RFP Number: 2024-0919-01-018

Published September 5, 2024

White County Emergency Medical Service
Ambulance Remount

RFP Opening:

September 19, 2024
2:00pm Central Time

RFP Opening Location:

White County Department of Finance
1 East Bockman Way, Room 204
Sparta, Tennessee 38583

Posted for public inspection at
whitecountyttn.gov/bids

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I. Purpose and Overview

A. Purpose

The White County Department of Finance, on behalf of the White County Emergency Medical Service, is soliciting proposals for the remount of two (2) Braun Express modules.

B. Project Description

The objective of this request for proposals is to secure a contract with a company to remount two (2) Braun Express modules onto 2025 or newer Ford F-450 chassis for use as ambulances by the White County Emergency Medical Service (EMS) in Sparta, Tennessee.

Information on the two (2) existing Braun modules are below:

County Unit No.	Module Type	Braun Vehicle No.	Body No.	Manufacture Year
523	Express	6879	1510B6140EX	2015
527	Express	6878	1510B6139EX	2015

The ambulance must be remounted in accordance with the NHTSA Ambulance Design Criteria and Federal Ambulance Specification KKK-A-1822. This document sets out a minimum list of specifications and parameters for remounting and refurbishing a emergency medical care vehicle that meets the needs and desires of White County. It is the intent of White County to return the unit to a new or like new condition.

C. Remounting Company Requirements

1. Experience

Any proposing company must have at least ten (10) years of ambulance remount experience. Of those ten (10) years, at least five (5) must be experience with Braun modules.

2. Facility Location

Any proposing company must have a comprehensive ambulance service and repair facility within 250 miles of Sparta, Tennessee to quickly administer warranty repairs. This facility must be staffed with authorized factory trained service specialist and carry the necessary inventory levels to allow for prompt repairs.

D. Specifications

Any solution proposed in response to this request for proposals shall meet or exceed these specifications.

1. Base Chassis

A 2025 or newer Ford F-450 model chassis shall be provided with the following options:

- Regular cab style
- 6.7 L diesel engine
- 4x2 drivetrain
- Cab-to-axel of 84"
- Ambulance prep package

2. Chassis Modifications

- a) Install LiquidSpring rear suspension system, with lowering capability activated via left-hand rear door.
- b) Install new running boards
- c) Install stainless steel wheel simulators

3. Dismount and Inspection

The existing module should be removed with care by disconnecting all electrical, mechanical, and medical systems between chassis and module. A full inspection of the entire module must occur. The below list of components which require inspection should not be considered all encompassing. Professional judgement should be used to inspect other components as necessary.

- a) The module's exposed welds, tie down braces, structural framing, and gussets shall be inspected for excessive wear, cracks, warping, or corrosion. Issues found during this inspection should be repaired.
- b) All door hinges, latches, and pins should be inspected for proper operation. Damaged or worn parts should be replaced or repaired.
- c) All module exterior compartment and entry door switches should be inspected for proper operation. Defective or damaged components should be replaced or repaired.

4. Module Exterior

- a) Inspect for and repair any minor body damage prior to painting.
- b) Completely repaint module using a single stage urethane PPG Concept paint system. All doors, trims, lights, and other components must be removed prior to painting.
- c) Restripe, letter, and apply decals as per existing fleet design and in coordination with White County.

5. Remount Module

- a) Module should be remounted to new chassis utilizing new body mounts and fasteners to attach the module to the chassis.
- b) Install new accordion boot between cab and module.
- c) Install new weather stripping on exterior compartment doors and entry doors
- d) Install new rear bumper assembly
- e) Install new rear kickplate
- f) Install new fenderettes
- g) Install new stone guards, rub rails, and all other exterior diamond-plated exterior trims.
- h) Install new automatic retractable step on side entry door

6. Electrical and Mechanical

All electrical and mechanical components must be inspected for proper operation. Any component which is found to be defective, must be replaced, even if noted as being a reinstalled component below.

- a) Install InPower battery disconnect switched via chassis ignition
- b) Install new front all aluminum console with all wiring on new chassis for speakers, fender/grille lights, and all chassis connecting circuits
- c) Reinstall existing radio in new front console and provide for three (3) antenna bases on the cab roof
- d) Reinstall existing reverse camera system
- e) Hot, ground, and ignition load studs are to be provided in the front console for future wiring needs
- f) Reinstall existing Weldon V-Mux front switch panel
- g) Reinstall Whelen LED grille, intersection, stop/tail/turn/backup, warning, and scene lights

- h) Reinstall existing dome lights
- i) Verify operation of door switches and replace as needed
- j) Install two (2) new CPI through bumper siren speakers
- k) Install new Kussmaul Auto Eject cover as well as create a new interior access panel allowing easy access to the Kussmaul Auto Eject outlet.
- l) Install new Dimension/Magnum inverter/charger
- m) Install new 12V HVAC complete system with bottom mount auxiliary condenser.

7. Module Interior

The module interior should be refurbished into new or like-new condition.

- a) Install new EMT captain's chair (with child safety seat) onto existing seat base.
- b) Install new seat bottom on squad bench
- c) Existing Lonseal Floor covering should be inspected and repaired as appropriate. It is White County intent to reuse the floor covering if practical.
- d) Perform oxygen leak detection and repair as needed.
- e) Inspect and refurbish module cabinetry as needed.
- f) Reinstall Stryker loading system

E. Warranty

1. Braun Lifetime Warranty

The remounting company must be able to transfer the original Braun lifetime warranty of the existing module. Bidder must supply proof that the warranty will transfer following the remount.

2. Remount Specific Warranty

The remounting company must provide a standard remount warranty, which at a minimum must include:

- a) 3 Year or 36,000-mile warranty on overall remount to be free of substantial defects in remount materials and workmanship
- b) 3 Year or 36,000-mile warranty on the remount electrical system
- c) 3 Year or 36,000-mile warranty on paint

F. Completion and Delivery

Proposers shall provide an estimated timeline for the beginning and completion of the remount following receipt of a purchase order from White County. White County, at its sole discretion, may withdraw the order at no cost if it is found that the remount company is unnecessarily delaying completion of the remount project. Delays due to chassis or component manufacturer delays excepted.

G. Method of Source Selection

White County will score responses to this RFP based on the below matrix.

<u>Criteria</u>	<u>Possible Points</u>
Pricing	25
Conformance with Specifications	25
Warranty	20
Completion and Delivery	15
Ability, Experience, and References	15

The responder with the highest points after applying this matrix will be awarded the contract for this project. White County reserves the right to request additional information or clarification from Proposers in order to correctly score the RFPs.

II. Instructions for Request for Proposal Responses

A. Compliance with RFP

Submissions must be in strict compliance with this Request for Proposals. Failure to comply with all provisions of the RFP may result in disqualification.

Requests for additional information or clarifications by potential Proposers must be made in writing. Proposers should email requests for additional information or clarifications.

Requests for additional information or clarifications shall be sent to:

Chad S. Marcum
Director of Finance
White County, Tennessee
chad.marcum@whitecountyttn.gov

Prior to the due date, responses to inquiries and all RFP amendments White County deemed necessary will be issued and published on the solicitation web page. Proposers should not rely on any representations, statements, or explanations other than those made in any written addendum to this RFP. Where there appears to be a conflict between the RFP and any addenda issued, the last addendum issued shall prevail.

Addenda will be made available on the solicitation web page and it is solely the Proposer's responsibility to assure receipt of all addenda.

Solicitation Web Page is: www.whitecountyttn.gov/bids

B. Delivery of RFP Response

Submissions will be accepted by the White County Department of Finance no later than **2:00 p.m. September 19, 2024** (local time).

All documents shall be submitted to the following:

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

All submissions must be written, sealed, and labeled as a response to this RFP. Submission by electronic means will not be accepted.

III. General Terms and Conditions

A. Bid Document

For certain projects White County 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.

B. 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 or email transmissions.

C. Bid Bond

For construction related bids, in excess of \$100,000 dollars, White County 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. White County may request bonds on other services or waive such bond requirements, as determined by the Director of Finance.

D. Performance Bond

For construction related bids, in excess of \$100,000 dollars, the White County requires a performance bond equal to one hundred percent of the contract price. White County may request bonds on other services, as determined by the Director of Finance.

E. Payment Bond

For construction related bids, in excess of \$100,000 dollars, White County requires a payment bond equal to one hundred percent of the contract price except as stipulated under T.C.A. §12-4-201. White County may request bonds for other services as determined by the Director of Finance.

F. 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.

G. 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.

H. 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 White County.

I. Award of Contract

White County further reserves the right to reject any and all proposals, to waive any and all informalities and to negotiate contract terms with the successful proposer, and the right to disregard all non-conforming, non-responsive or conditional proposals. White County may conduct such investigations as it deems necessary to assist in the evaluation of any proposal to establish the responsibility, qualifications, and financial ability of the proposer, 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 proposer who has the highest overall score as per the specified matrix. White County does not enter into contracts which provide for mediation or arbitration.

J. Retainage

White County will retain five percent (5%) of funds on construction contracts over \$500,000 dollars as per T.C.A. §66-34-104. White County may require the withholding of retainage on other contracts as deemed appropriate by the Director of Finance.

K. 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.

L. Warranty

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

M. Payments

Invoices or Applications of Payment 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.

N. 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.

O. Taxes

White County is tax exempt except where T.C.A. §67-6-209 shall be applicable.

P. Tie Bids

If two or more bidders submit identical bids and are equally qualified; selection shall be made at the discretion of the county based upon performance.

Q. Background Checks and Dress Code

For school related projects, White County reserves the right to require background checks, dress codes, and certain ethical standards of all employees on school property. At the discretion of the Director of Finance, this requirement may be extended to other non-school properties.

R. 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 venders of similar or equal equipment components.

IV. Advertisement for RFP

White County, Tennessee
Request for Proposals
RFP No. 2024-0919-01-018

Take notice that the Director of Finance for White County shall accept sealed written proposals for an ambulance remount.

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, September 19, 2024 at which time the proposals 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 proposals, 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 proposals.

Chad S. Marcum
Director of Finance
Publication Date: 09/05/2024

V. RFP Response Form

Project: White County EMS Ambulance Remount

Bid Date: September 19, 2024; 2:00p.m. Central Time

Company Name: _____

Address: _____

Phone Number: _____

Contact: _____

Email Address: _____

Please include this page with the following items in your response:

- 1) Itemized quote for the remount (*required*)
- 2) Estimated timeline for completion (*required*)
- 3) Warranty information (*required*)
- 4) Reference form (*required*)
- 5) Exception form (*if necessary*)
- 6) Iran Divestment Act Certification (*required*)
- 7) Non-Boycott of Israel Certification (*required*)

By signing below, I affirm that I am a duly appointed and authorized representative of the company named herein. Furthermore, acting on behalf the named company I acknowledge that I have read, understand, and agree to abide by all terms and conditions as outlined in this request for proposal unless otherwise properly and specifically noted.

Signature: _____

Title: _____

Date: _____

VI. References Form

Use this form to provide details of at least three (3) references with firsthand knowledge of your firm's ability to complete a project of this scope.

Reference #1:

Name of Client: _____
Procuring Entity (Federal Agency, State Agency, Local Government, Other)

Location (City, State): _____

Client Representative knowledgeable about the project work:

Name: _____ Title: _____

Phone: _____ Fax: _____ Email: _____

Reference #2:

Name of Client: _____
Procuring Entity (Federal Agency, State Agency, Local Government, Other)

Location (City, State): _____

Client Representative knowledgeable about the project work:

Name: _____ Title: _____

Phone: _____ Fax: _____ Email: _____

Reference #3:

Name of Client: _____
Procuring Entity (Federal Agency, State Agency, Local Government, Other)

Location (City, State): _____

Client Representative knowledgeable about the project work:

Name: _____ Title: _____

Phone: _____ Fax: _____ Email: _____

Attach additional pages as necessary.
White County reserves the right to contact the client representative for this project.

VII. Exception Form

Proposer has agreed to abide by all terms and conditions of this RFP, except for specific exceptions as noted below. If taking exception, please note the page and section number where exception is taken.

Use Additional Pages as Needed

VIII. Iran Divestment Act

In compliance with the Iran Divestment Act (State of Tennessee 2016, Public Chapter No. 817), which became effective on July 1, 2016, certification is required of all bidders on contracts over \$1,000.

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party hereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A. § 12-12-106.

I affirm, under penalties of perjury, this statement to be true and correct.

Date

Signature of Bidder

Company Name

A bid shall not be considered for award nor shall award be made where the foregoing certification has been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. White County may award a bid to a bidder who cannot make the certification, on a case-by-case basis if:

- 1) The investment activities in Iran were made before July 1, 2016, the investment activities in Iran have not been expanded or reviewed on or after July 1, 2016, and the person has adopted, publicized, and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
- 2) White County makes a determination that the goods or services are necessary for White County to perform its functions and that, absent such an exemption, the County will be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.

IX. Non-Boycott of Israel Certification

The Contractor certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of Israel as defined by Tennessee Code Annotated §12-4-119. This provision shall not apply to contracts with a total value of less than two hundred fifty thousand dollars (\$250,000) or to contractors with less than ten (10) employees.

I affirm, under penalties of perjury, this statement to be true and correct.

Date

Signature of Bidder

Company Name