



COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF GENERAL SERVICES

COUNTY GOVERNMENT CENTER • SAN LUIS OBISPO, CALIFORNIA 93408 • (805) 781-5200

DUANE P LEIB, DIRECTOR

**INVITATION TO BID #3432-07
NEW AND UNUSED TRUCKS**

November 27, 2007

The County of San Luis Obispo is currently soliciting bids for a New and Unused Trucks as noted.

Each bid shall specify each and every item as set forth in the attached specifications. Any and all exceptions must be clearly stated in the bid. Failure to set forth any item in the specifications shall be grounds for rejection. The County of San Luis Obispo reserves the right to reject all bids and to waive any informalities.

Please submit your bids on the attached form. They must be received at the office of the General Services Department no later than 4:00 p.m., December 11, 2007

Any and all comments and suggestions are sincerely encouraged prior to the bid opening.

Bidders are cautioned to read specifications and be sure to quote items which meet specifications. Failure to meet specifications in your delivered vehicle and accessories will cause the County to not accept the vehicle and no payments will be made.

JACK MARKEY
Supervising Buyer - Central Services Division
jmarkey@co.slo.ca.us

GENERAL BIDDERS CONDITIONS AND INSTRUCTIONS

1. All bids submitted by Seller to Purchaser should be submitted upon the designated forms, completed and signed, (only typewritten or ink shall be accepted with no erasures or corrections unless properly authenticated by signature) in accordance with the instructions contained herein.
2. The issuance of this bid request creates no obligation on the part of the purchaser and the purchaser reserves the unconditional right at his option to either reject all bids, or waive any irregularities or informalities therein. Bid shall be in a sealed envelope with the bid number, name of bidder, title of the bid, date and time due showing on the outside of the envelope.
3. All prices must be firm for 60 days from the date of the bid opening and be inclusive. Upon award, prices will be in effect for the term of the contract.
4. Cash discounts may be considered when comparing bids, therefore, if you offer cash discounts, please indicate this in the blank space after "Payment Terms" on the Price Summary Sheet.
5. Awards will be made to realize the greatest savings to the County and may not necessarily be the lowest bid especially where services are of the utmost importance.
6. Submission of a signed bid will be interpreted to mean that the bidder has thereby agreed to all conditions, instructions, descriptions and specifications contained herein.
7. All materials included in the contract shall be in compliance with all Federal and State OSHA laws.
8. All applicable City, State, and Federal taxes and fees are to be included as a separate item in the proposal.
9. The only terms that will be honored are those terms included in general and special conditions and instructions, purchase order or other documents issued by the County.
10. In the event of any conflicts or ambiguities between these instructions and State or Federal laws, regulations or rules, then the latter shall prevail.
11. Only one bid per vehicle will be accepted per vendor.
12. Withdrawal of bids; any bidder may withdraw either personally, by written request, or by telegraphic request confirmed in the manner specified above at any time prior to the scheduled closing time for receipt of bids. No bidder may withdraw his bid after the time set for the opening.
13. All time limits stated are of the essence and must be complied with.
14. All bids must be submitted in a manner so they can be readily hole punched and placed in a standard legal size file folder.

15. The County will make partial payments after a substantial portion of the merchandise has been delivered. On all items, a 10% retention will be withheld until all merchandise has been accepted.
16. Brand names are used to establish a level of quality only. Any alternates must be approved five (5) days prior to the bid opening date by the Central Services Manager who will have the sole right to determine this.
17. **NO FAXED** bids.
18. Return bid by 4:00 P.M., December 11, 2007 to:

COUNTY OF SAN LUIS OBISPO
JACK MARKEY, SUPERVISING BUYER
CENTRAL SERVICES DIVISION
1087 SANTA ROSA STREET
SAN LUIS OBISPO, CALIFORNIA 93408

TO: ALL PROSPECTIVE BIDDERS

SUBJECT: LOCAL BIDDERS PREFERENCE

The County of San Luis Obispo has established a local vendor preference. All informal and formal bids for contracts will be evaluated with a 5% preference for local vendors. Note the following exceptions:

1. Those contracts which State Law requires be awarded to the lowest responsible bidder.
2. Public works construction projects.

A "local" vendor will be approved as such when, 1) It conducts business in an office with a physical location within the County of San Luis Obispo; 2) It holds a valid business license issued by the County or a city within the County; and 3) Business has been conducted in such a manner for not less than six (6) months prior to being able to receive the preference.

As of March 3, 1994 individual County Buyers evaluate bids considering the local vendor preference described above. The burden of proof will lie with bidders relative to verification of "local" vendor preference. Should any questions arise, please contact a buyer at (805) 781-5200. All prospective bidders are encouraged to quote the lowest prices at which you can furnish the items or services listed in County bids.

	YES	NO
Do you claim local vendor preference?		
Do you conduct business in an office with a physical location within the County of San Luis Obispo?		
Business Address:		
Years at this Address:		
Does your business hold a valid business license issued by the County or a City within the County?		
Name of Local Agency which issued license:		

Business Name: _____

Authorized Individual: _____ Title: _____

Signature: _____ Dated: _____

TO: ALL PROSPECTIVE BIDDERS

SUBJECT: POLICY ON PURCHASING PRODUCTS MADE WITH OR CONTAINING CHLOROFLUOROCARBONS (CFC's)

Summary

Many products contain chlorofluorocarbons (CFC's), a known depleter of ozone in the atmosphere. Under the U.S. Clean Air Act and the Montreal Protocol on Substances That Deplete the Ozone Layer, CFC production for use in industrialized nations is to be totally phased out by January 1, 1996. There are still many products on the market that contain CFC's or are made with CFC's. The Department of General Services, purchasing staff must identify products made with or containing CFC's and purchase alternative products whenever practical and possible.

Policy

To this end, it shall be the policy of the County of San Luis Obispo that all bidders, who wish to do business with the County are required to identify all products that contain CFC's or use CFC's in the manufacturing or shipping processes. Bidders are required to identify alternative products that do not use CFC's, for possible purchase by the County.

Bidder Response

	YES	NO
Do any products offered herein contain CFC's or use CFC's in the manufacturing or shipping process?		
If yes, please offer an alternative product by copying bid forms and submitting an alternate bid. Will you offer an alternate?		
Please provide any other information that may be helpful to the County. Attachments are acceptable.		

Bidder: _____

SPECIAL TERMS, CONDITIONS AND INSTRUCTIONS

It is the intent of these specifications to describe new (unused) Trucks equivalent in style, quality and appointments to those offered of standard manufacture. The vehicles shall be supplied with all new equipment and accessories indicated as standard equipment in the manufacturer's published literature. All equipment/options are to be factory installed. If some equipment/options are not available from the factory, dealer installation may be acceptable if specified as dealer installed in the bid response and accepted by the County.

1. Deviations: The specifications describe minimum or average requirements. Minor deviations from specifications may be acceptable provided that the operating capacities or characteristics of the vehicles are not adversely affected. Such deviations are to be submitted in writing with the bid submission and the County reserves the right to make the final determination as to whether or not any deviations are acceptable.
2. Regulations: All equipment and accessories shall meet OSHA, Department of Industrial Safety and California Highway Patrol regulations. The following regulations are a partial listing of regulations which may be in effect at the closing of the bid are incorporated to the extent applicable. Seller is responsible for ensuring that the vehicles offered meet all applicable laws including but not limited to:

Department of Transportation, Federal Highway Administration, 49 CFR - Motor Carrier Safety Regulations

Federal Motor Vehicle Safety Regulations and Standards

U.S. Environmental Protection Agency - Federal Energy Administration, 1984 Gas Mileage Guide, California

California Vehicle Code

California Administrative Code
3. Shipping Terms: All prices quoted are to be FOB Destination, no additional Freight charges. Bids quoting otherwise may be rejected.
4. Weight Certificates: If required by DMV to register the vehicle, **weight certificates must be submitted by the vendor upon final delivery of the vehicle.**
5. Fuel: **Each vehicle shall have no less than ¼ tank of manufacturer's recommended fuel when delivered.**
6. Licensing and Registration: The County will license and register any vehicles supplied under this bid. Seller shall provide ownership documents, free and clear.

Seller shall also supply DMV Transfer of Ownership, Dealer's Report of Sale, Bill of Sale, Weight Certificate, documents for each vehicle as required by DMV for licensing and registration by the County.

The Garage Managers request that the documents required for licensing (Dealer, Bill of Sale, Weight Certificate, etc.) be included with the vehicle at the time of delivery.

All other documents are to be sent directly to the address below within two weeks of receipt of payment for the vehicles:

COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF GENERAL SERVICES
1087 SANTA ROSA STREET
SAN LUIS OBISPO, CA 93408
ATTENTION: TONI FISHER

7. Filters: All vehicles shall have replaceable element type oil, fuel, and air filters.
8. Warranty: Standard manufacturer's warranties are to be provided and listed for each vehicle. The County's established preventive maintenance procedures and practices shall be accepted in lieu of the manufacturer/dealer's prescribed procedures. This provision shall also apply to any extended warranties.

Special body and equipment warranties shall be a minimum of one year from date of acceptance and include all parts and labor.

All of the above mentioned warranty literature shall be included with the vehicle at the time of delivery.

Warranty offers are very important and may be considered in the evaluation of the bids.

9. Manufacturers Literature: One copy of the vehicle owners/operators manual, any other instructions for operation and any other supporting literature is required for each vehicle.

One copy of equipment operating instructions, a complete and current parts list and all other supporting literature is required for all equipment added to a vehicle.

All of the above mentioned manufacturers literature shall be included with the vehicle at the time of delivery.

10. Award: The County reserves the right to award to one vendor for all vehicles, or to award to more than one vendor to achieve the lowest ultimate cost to the County of the equipment in place and use. There is no guarantee as to the quantity of vehicles the County will purchase.
11. Pre-Delivery Check: **Vendors awarded an order must complete and sign a pre-delivery checklist, standard to the industry or similar to the attached Exhibit A, for each delivered vehicle. The pre-delivery checklist shall be included with the vehicle at the time of delivery.**
12. Delivery: Delivery time of the truck purchased may be a key consideration in the award of the purchase order. In terms of days based on straight calendar days, vendors are instructed to quote their best delivery time for the truck bid. The truck selected for purchase shall be delivered on or before the number of calendar days quoted by the successful vendor.

Liquidated Damages:

Time is of the essence hereof. If the truck is not delivered in the time quoted by the vendor in this bid, or within any period of extension as authorized in writing by the County, it is understood the county will suffer damages from loss of use of said truck; and it being impracticable and infeasible to determine the actual damage, it is agreed that vendor shall pay the County as fixed and liquidated damages and not as a penalty, the sum of **One Hundred Dollars (\$100.00)** for each working day of delay until the truck is delivered and accepted, and vendor shall be liable for the amount thereof, and the County may deduct said sums from any money due or that may become due the vendor; provided, however, that any delays in the delivery of truck due to unforeseeable cause beyond the control and without fault or negligence of the vendor (including but limited to: act of County, fires, floods, epidemics, quarantine restrictions, strikes, or freight embargos).

Vendor shall within five (5) calendar days from the beginning of any delay, notify the County in writing of the cause of the delay; whereupon the County shall ascertain the facts and the extent of the delay and extend the time for delivery of the trucks when in its judgement the findings of facts justify such an extension of delivery. The Counties finds of fact thereon shall be final and conclusive on the parties hereto.

The vehicles are to be delivered F.O.B. Destination to the Engineering Shop and County Garage, County Operational Center, 1355 Kansas Avenue, San Luis Obispo, CA 93401. Final acceptance of vehicle for conformance with the specifications will be made only by the Shop Managers. Final acceptance will be made within 20 days of receipt of the vehicles.

13. Additional Vehicles: The County may require additional vehicles in the near future and will reference this bid to negotiate prices at such time. The County may utilize bid results to purchase vehicles for additional multiple years with the approval of the County and the vendor.
14. Evaluation: The Bid results may be compared to vehicles offered by the State of California to determine award.
15. Fleet Information: The County Ford Fleet I.D. #QB495 and General Motors Fleet I.D. #626129.

PRICE SUMMARY SHEET

The undersigned agrees to:

Deliver FOB San Luis Obispo to the County Garage, 1355 Kansas Avenue, San Luis Obispo, CA 93401, the Truck itemized below and in accordance with the Specifications attached.

All equipment to be new and unused of the latest model year and all attachments shall be compatible with the vehicle proposed.

All equipment and accessories shall comply with the applicable State and Federal Codes, Regulations and Requirements.

Equipment shall be delivered serviced and ready to operate.

ITEM	SPEC	QUANTITY	UNIT COST	EXTENDED COST	SALES TAX	TOTAL BID PRICE
1	A (1)	1	\$	\$	\$	\$
2	A (2)	1	\$	\$	\$	\$
3	B	2	\$	\$	\$	\$

SPECIFICATION A

It is the intent of this Specification to describe a 12-passenger van, with a V8 engine and double swing out doors on the side and rear of passenger area, factory air conditioning front and rear, and am/fm radio factory standard.

QUANTITY: 2

VAN CHASSIS

DEVIATIONS

Drive System:	2 Wheel Drive	_____
Fuel Tank:	30 Gallons	_____
GVW Rating:	8,600#	_____
Payload Rating:	2,700#	_____
Wheelbase:	135"	_____

DRIVE TRAIN

Differential:	Standard, 3.73 Ratio	_____
Engine:	V8, 4.6L - Minimum	_____
Front Axle Capacity:	3800 GAWR	_____
Front Stabilizer:	32mm	_____
Rear Axle Capacity:	5360 GAWR	_____
Shock Absorbers:	Heavy Duty	_____
Transmission:	4 Speed Automatic w/Overdrive	_____

OTHER STANDARD EQUIPMENT

Air Conditioning:	Front and Rear	_____
Alternator:	124 Amp	_____
Battery:	600 Amp	_____
Brakes:	Power Front disc, Rear Drum, Anti Lock	_____
Cooling System:	Factory Heavy Duty with Coolant Recovery	_____
Doors:	Double Swing Outside and Rear with Windows	_____
Emergency Kit:	Reflector Type w/Mount	_____
Fire Extinguisher:	County Standard, General TCP5J with Heavy Duty Mount	_____
Floor Mats:	Standard, Complete	_____
Front Bumper:	Standard	_____
Gauge Package:	Standard	_____
Glass:	Tinted	_____
Lighting:	Dome	_____

OTHER STANDARD EQUIPMENT(CONT'D)

DEVIATIONS

Mirrors:	Factory Standard Left & Right, Below Eye Line, Fold Away and Interior Rear View	_____
Radio:	Standard AM/FM, ETR Stereo with Rear Speakers	_____
Rear Bumper:	Standard	_____
Seating:	12 Passenger Factory Standard	_____
Steering:	Power	_____
Upholstery:	Vinyl	_____

COLORS

Exterior:	(1) White, Trim Standard	_____
	(1) Black with White Doors and Roof	_____
Interior:	Gray or Tan, Trim Standard Vinyl	_____

TIRES

Spare Tire Mount:	Standard	_____
Tires:	Five (5) each, LT225/75R16E ASR/BW	_____
Wheels:	Standard	_____

VAN MAKE: _____ MODEL YEAR & NAME: _____

WARRANTY PERIOD: _____ MODEL NO: _____

	<u>UNIT COST</u>	<u>TOTAL PRICE</u>
1 EA. White Vehicle as Specified	\$ _____	\$ _____
	7¼ % Sales:	\$ _____
	Total Bid Price:	\$ _____
1 EA. Black Vehicle with White Doors and Roof as Specified	\$ _____	\$ _____
	7¼ % Sales:	\$ _____
	Total Bid Price:	\$ _____

SPECIFICATION B

It is the intent of this Specification to describe a ½ ton cargo van, with a V8 engine, windowed swing out doors, side and rear, factory air conditioning, and am/fm factory radio.

QUANTITY: 2

VAN CHASSIS

DEVIATIONS

Drive System:	2 Wheel Drive, Single Rear Wheel	_____
Fuel Tank:	35 Gallons	_____
GVW Rating:	7,000#	_____
Payload Rating:	4,119#	_____
Wheelbase:	138"	_____

DRIVE TRAIN

Engine:	V8, 4.6 L - Minimum	_____
Front Stabilizer:	Heavy Duty	_____
Front Springs:	Coil	_____
Rear Axle:	Standard	_____
Rear Axle Capacity:	6,084# - Approximate	_____
Rear Suspension:	Heavy Duty Multi Leaf, 2 Stage	_____
Shock Absorbers:	Heavy Duty Front & Rear	_____
Transmission:	4 Speed Automatic w/Overdrive	_____

OTHER STANDARD EQUIPMENT

Air Conditioning:	Factory Standard	_____
Alternator:	124 Amp	_____
Battery:	625+ C.C.A, 115 Amp Reserve	_____
Brakes:	Power	_____
Cargo Doors:	<u>Side and Rear</u> , Double Swing-Out with Windows	_____
Cooling System:	Factory Standard	_____
Floor Mats:	Standard	_____
Front Bumper:	Standard	_____
Front Seats:	Standard, Bucket, Vinyl	_____
Gauge Package:	Standard	_____
Glass:	Tinted	_____
Light:	Dome, Front & Rear	_____
Lighter:	Cigarette	_____
Power Source:	12 Volt, Plug in	_____

OTHER STANDARD EQUIPMENT (CONT'D)

DEVIATIONS

Mirrors:	Left & Right, Below Eye Line, 5"x 8" and Interior Rear View	_____
Radio:	AM/FM, Factory Standard	_____
Rear Bumper:	Standard Step	_____
Steering:	Power	_____

COLORS

Exterior:	White, Trim Standard	_____
Interior:	Gray or Tan, Trim Standard, Vinyl	_____

TIRES

Spare Tire Mount:	Standard, w/Full Size Spare	_____
Tires:	Five (5) each, LT235/70 R16E Steel Belted	_____
Wheels:	Standard, All Season	_____

VAN MAKE: _____ MODEL YEAR & NAME: _____

WARRANTY PERIOD: _____ MODEL NO: _____

	<u>UNIT COST</u>	<u>TOTAL PRICE</u>
1 EA. Vehicle as Specified	\$ _____	\$ _____
	7¼ % Sales Tax:	\$ _____
	Total Bid Price:	\$ _____

INSPECTION CHECKLIST

NEW VEHICLES WILL NOT BE ACCEPTED UNTIL THE CONTRACT VENDOR HAS PERFORMED THE PRE-DELIVERY SERVICE ON THE VEHICLE IN ACCORDANCE WITH THIS LISTING OR OTHER INDUSTRY APPROVED CHECKLIST.

<p><u>UNDER HOOD – ENGINE OFF</u> Engine oil level; Steering gear housing fluid level; Brake master cylinder fluid level; Radiator coolant level; Battery fluid level; Drive belt tensions; Battery voltage & load-voltage drop; Ignition system; Fuel injection system.</p>	<p><u>ON INSIDE</u> Operation of lights, turn signals, stop signals, courtesy lights, oil pressure & alternator warning lights; Front seat control-Operation (manual or power); Station wagon rear seat & floor - operation; Windows & vents-operation & fit; Glass condition; Cigarette lighter-install & test.</p>
<p><u>UNDER HOOD – ENGINE OPERATING</u> Automatic transmission fluid level.</p>	<p><u>ON HOIST – OR UNDERSIDE</u> Axle fluid level; Hydraulic lines, fittings, connections & components on underside for leaks; Tire pressure; Steering linkage & connections.</p>
<p><u>UNDER HOOD – ENGINE OPERATING & HOT</u> Initial ignition timing; Alternator & voltage regulator operation.</p>	<p><u>ALIGNMENT STALL</u> Front wheel toe-in.</p>
<p><u>OTHER OPERATIONS</u> Engine cold and hot idle speeds; Hydraulic lines, fittings, connections & components for leaks; Fuel system for leaks.</p>	<p><u>ROAD TEST</u> Neutral switch-operation (automatic transmission); Parking brake-operation; Horn, windshield wipers & washers-operation; Heater & air vents-operation; Brake-operation; Transmission shift level-operation; Automatic transmission shift timing & quality; Accelerator pedal-operation; Engine performance; Drive belts; Steering control; Squeaks, rattles & wind noise; Speedometer, odometer, fuel & temperature gauge-operation; Other operational equipment-operation.</p>

<p><u>ON OUTSIDE</u> Latches, keys & locks-operation; Hand, deck & door panels for fit & alignment; Bumpers & moldings-alignment; Weather strips-adhesion & fit; Wheel nut torques; Five gallons of fuel in fuel tank.</p>	<p><u>AFTER ROAD TEST</u> Wash vehicle & check for leaks; Inspect for interior & exterior metal paint damage; Check soft trim for soilage & excess sealer.</p>
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Vehicle warranty shall be the standard warranty furnished by the manufacturer of the vehicle supplied. All vehicles covered by factory warranty shall be corrected by contractor, or any factory authorized dealer for that vehicle, at cost to the agency.

The checklist was completed by:

VENDOR NAME: _____

VENDOR EMPLOYEE NAME: _____

DATE: _____

FOR VEHICLE MAKE & MODEL: _____

PAYMENT TERMS: _____

DELIVERY AFTER RECEIPT OF ORDER: _____ DAYS

AUTHORIZED OFFICIAL NAME (PRINT): _____

AUTHORIZED OFFICIAL TITLE (PRINT): _____

SIGNATURE: _____

FIRM NAME: _____

ADDRESS: _____ CITY: _____ ZIP: _____

TELEPHONE: _____ FAX: _____

BIDS MUST BE RECEIVED BY 4:00 P.M., DECEMBER 11, 2007 AND
WILL BE OPENED IN THE OFFICE OF GENERAL SERVICES
Bid #3432-07