



Town of Fairfield

Sullivan Independence Hall
725 Old Post Road

Fairfield, Connecticut 06824
Purchasing Department

(203) 256-3060
FAX (203) 256-3080

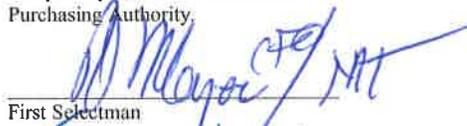
BID #2014-10 POLICE PACKAGE FLEET VEHICLES

TOWN OF FAIRFIELD
PURCHASING AUTHORITY
725 OLD POST ROAD
INDEPENDENCE HALL
FAIRFIELD, CT 06824

Date Submitted _____, 2013.

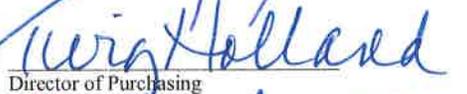
SEALED BIDS are subject to the standard instructions set forth on the attached sheets. Any modifications must be specifically accepted by the Town of Fairfield, Purchasing Authority.

Bidder:

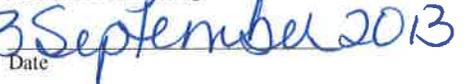

First Selectman

Doing Business As (Trade Name)

Address


Director of Purchasing

Town, State, Zip


Date

Mr/Ms Name and Title, Printed

Signature

Telephone Fax

E-mail

Sealed bids will be received by the Purchasing Authority at the office of the Director of Purchasing, First Floor, Sullivan Independence Hall, 725 Old Post Road, Fairfield, Connecticut 06824, up to:

11:00AM, Thursday, 19th September, 2013

To provide labor, materials, equipment, and all else necessary, to supply and deliver Ford Police Interceptor Utility vehicles for the Fairfield Police Department (FPD), as detailed in the attached specifications.

NOTES:

1. Bidders are to complete all requested data in the upper right corner of this page and must return this page and the Proposal page with their bid.
2. No bid shall be accepted from, or contracts awarded to, any person/company who is in arrears to the Town of Fairfield upon debt, or contract or who has been within the prior five (5) years, a defaulter as surety or otherwise upon obligations to the Town of Fairfield.
3. Bid proposals are to be submitted in a sealed envelope and clearly marked with "Bid #2014-10" on the outside of the envelope, including all outer packaging, such as, DHL, FedEx, UPS, etc.
4. Bid proposals are not to be submitted with plastic binders or covers, nor may the bid proposal contain any plastic inserts or pages.

INVITATION TO BID

The Town of Fairfield (Town) on behalf of its Police Department (FPD) is seeking competitive bids from qualified dealers to supply and deliver approximately five (5) 2014 year model Ford Police Interceptor Utility vehicles per the following specifications. Note all vehicles are to be factory painted Black.

REQUESTS FOR INFORMATION (RFI) / ADDENDA

Direct requests in writing to: Town of Fairfield, Purchasing Department
Attention: Phillip Ryan, Buyer
725 Old Post Road, Fairfield, CT 06824
PRyan@town.fairfield.ct.us | Fax: 203-256-3080

NOTE: Written requests for information will not be accepted after **12:00pm on Thursday, 12th September, 2013.**

Response will be in the form of an addendum that will be posted approximately **Monday, 16th September** (close of business) to the Purchasing Department website, which is fairfieldct.org/purchasing.htm

It is the responsibility of each bidder to retrieve addenda from the website. Any contact about this bid between a Bidder and any other Town official and/or department manager and/or Town of Fairfield employee, other than as set forth above, may be grounds for disqualification of that Bidder. No questions or clarifications shall be answered by phone, in person or in any other manner than specified above. Addenda will not be mailed, e-mailed or faxed out.

REQUIREMENTS

1. If additional warranty to requested is offered on any vehicle, please submit costs and details with bid proposal.
2. The awarded bidder will be responsible for delivery of all vehicles to the Police Department, 100 Reef Road, Fairfield, CT 06824.
3. Bidder shall be required to provide copies of all vehicle order confirmation sheets, prior to award of bid.
4. Technical Data: Bidder shall supply an authorized factory repair manual and electrical system wiring diagram, prior to delivery of the vehicles. Manuals must be provided on CD ROM and in hardcopy format to ensure acceptance of delivery by the Fairfield Police Department.
5. Acceptance: The Town of Fairfield will not accept any of the vehicles upon delivery, unless all specifications stated in the bid have been accommodated or approved by written consent. The awarded bidder shall be required to correct any nonconforming issues, at no expense to the Town of Fairfield.
6. Award or Contract: The Town of Fairfield reserves the right to award the bid with multiple items;
 - a. to more than one (1) bidder, based on meeting the item(s) specification, cost, availability, or any combination of these criteria;
 - b. to a single bidder who meets the specifications for all items, and offers the best combination of lowest cost, best availability, and broadest product range;
 - c. and may add or delete any item and/or quantity as deemed in the best interest of the Town.
7. Pre-Delivery: All vehicles shall be roadworthy, fully serviced and inspected for damages, prior to delivery.
8. Exceptions: Bidders are to provide full details of any exceptions to the attached specifications; details must be submitted separately attached to the proposal.
9. Keys: A single key shall fit all locks on each vehicle and all vehicles will be keyed alike (key code 1284X). There shall be six (6) keys provided for each vehicle.
10. All equipment and materials supplied and/or where installed shall be new and of current manufacture, and shall meet or exceed all specifications described herein. Any deviations must be indicated with the proposal response.
11. Any modifications to equipment design, configuration and layout shall be approved in writing, prior to award of bid.
12. The Town of Fairfield is dedicated to waste reduction and the practice of using and promoting the use of recycled and environmentally preferable products. Bidders are encouraged to submit bids that are printed double-sided (except for the signed proposal page) on recycled paper, and to use paper dividers to organize bids for review. All bid pages should be secured with a binder clip, staple or elastic band, and may not be submitted in plastic binders or covers, nor may the bid contain any plastic inserts or pages.

SPECIFICATIONS

2014 Ford Police Interceptor Utility Vehicle

All vehicles shall be installed with standard factory equipment and additional features as follows:

- Black exterior paint. (UA – Ebony) *After market paint will not be accepted*
- Black interior.
- Driver and passenger airbags. Front/Side/Curtain.
- Air-conditioning.
- Power assisted front and rear wheel heavy-duty disc brakes. ABS Police Calibrated.
- 12-volt receptacles.
- Power door locks on front doors only. Driver's door must unlock and open door manually.
- All Wheel Drive (AWD).
- Dual electric horns.
- Dual power fold-away side-view mirrors, heated.
- 6-speed automatic transmission. (44C)
- Column Shifter.
- Alternator – Heavy Duty 220-amp.
- Battery – Heavy Duty.
- Heavy-duty cooling systems (oil/water).
- Heavy-duty rubber floor covering / mats. Front and rear. Full trunk / cargo mats and liners.
- Single key shall fit all locks on vehicle. (Six keys shall be provided for each vehicle.)
- Interior lights installed between sun visors, including lights in cargo area and underneath hood.
- Body side molding.
- Radio (AM/FM/CD/MP3/Clock) multi-speaker sound system.
- Radio suppression package.
- Rear door handles must be factory disabled on interior of vehicle.
- Rear power windows must be factory disabled on interior of vehicle.
- Fully adjustable electric bucket seats with pockets. Heavy-duty cloth, Scotch Guard.
- Built-in steel intrusion plates in both front seat backs.
- Standard rear seat, full cushion back, vinyl.
- Speedometer calibrated for police use. (Manufacturer certified.)
- Power Steering. Tilt Adjustable.
- Heavy-duty suspension and shock absorbers, front and rear sway bars.
- Tires designed for police pursuit, meeting current Federal regulations. Five (5) per vehicle. Full size spare wheel.
- Tire pressure monitoring system.
- 3.7 liter V6 engine. (99R)
- Flex Fuel.
- Advance Trac (Roll Stability Control).
- Traction Control.
- 86P – Front Headlamp / Police Interceptor Housing Only.
- 43D – Dark Car Feature.
- 51Y – Driver Only Spotlight.
- 17T – Dome Lamp.
- 64B – Wheel Covers.
- 21B – Rearview Camera.
- 53M – Sync.
- 68G – Inoperable Rear Door Handles / Inoperable Locks.
- 18W – Rear Window Power Disable.
- 59B – 1284X Keyed Alike Code.
- 60R – Noise-suppression Bonds.

NOTE: All equipment necessary for the proper function and operation of all said vehicles is assumed to be included, even where not specifically addressed.

Warranty:

Extended drive train warranty with minimum coverage of 100,000 miles or three (3) years, with zero (0) deductible.

PROPOSAL BID FORM

PROPOSAL TO: Town of Fairfield, Purchasing Department
First Floor, Sullivan Independence Hall
725 Old Post Road, Fairfield, Connecticut 06824

I, _____ have received the following contract documents,

1. BID Document #2014-10,
2. Posted addenda numbered _____ through _____, at www.fairfieldct.org/purchasing.htm

and have included their provisions in my proposal. I shall provide all labor, materials, equipment, technical service, taxes, permits, licenses and insurances, etc., to supply and deliver the following police package vehicle model as specified.

2014 Ford Police Interceptor Utility Vehicle with 100,000 mile / three (3) year / zero deductible warranty:

\$ _____ /unit (Price includes warranty and all dealer delivery charges, etc.)

State any exceptions / omissions to specifications as requested:

Specify additional warranty option(s) on offer: (If more than one option is available, attach details and costs to this page.)

Add cost for additional warranty per vehicle: \$ _____ (each)

Delivery shall be _____ days after receipt of order for all vehicles.

Costs for all vehicles shall include dealer delivery charges and requested warranty including "police package" equipment as specified. Do NOT provide lump sum amount for multiple vehicles combined.

Costs for additional warranty to requested 100,000/3-year/0-deductible should be attached to this page, including any discounts or rebates presented on any equipment and/or services.

The Town of Fairfield reserves the right to award the bid with multiple items:

- a) to more than one (1) bidder, based on meeting the item(s) specification, cost, availability, or any combination of these criteria;
- b) to a single bidder who meets the specifications for all items, and offers the best combination of lowest cost, best availability, and broadest product range;
- c) and may add, subtract or delete any item and/or quantity as deemed in the best interest of the Town.

CHECKLIST

The following must be submitted with proposal:

- Cover page, completed and signed.
- Addenda acknowledged (if any posted) per item #2 on Bid Proposal Form,
- Or signed and submitted if requested with modified pricing.
- Complete list of exceptions to specifications.
- Bid Proposal Form.

Ms/Mr Name and Title (Printed)

Signature

Date

Provide business / trade reference details:

REFERENCE #1:

Name of Company _____ Phone _____
Contact Person _____ Cell _____
Company Address _____ Fax _____
Date work completed _____ Email _____

REFERENCE #2:

Name of Company _____ Phone _____
Contact Person _____ Cell _____
Company Address _____ Fax _____
Date work completed _____ Email _____

REFERENCE #3:

Name of Company _____ Phone _____
Contact Person _____ Cell _____
Company Address _____ Fax _____
Date work completed _____ Email _____

REFERENCE #4:

Name of Company _____ Phone _____
Contact Person _____ Cell _____
Company Address _____ Fax _____
Date work completed _____ Email _____

REFERENCE #5:

Name of Company _____ Phone _____
Contact Person _____ Cell _____
Company Address _____ Fax _____
Date work completed _____ Email _____

**PURCHASING AUTHORITY
TOWN OF FAIRFIELD
INSTRUCTIONS FOR BIDDERS
TERMS AND CONDITIONS OF BID**

BID PROPOSALS

Bid proposals are to be submitted in a sealed envelope and clearly marked: “**BID #2014-10**” on the outside of the envelope, including all outer packaging, such as, DHL, FedEx, UPS, etc. All prices and notations must be printed in ink or typewritten. No erasures are permitted. Bid proposals are to be in the office of the Purchasing Authority, First Floor, Independence Hall, 725 Old Post Road, Fairfield, Connecticut, prior to date and time specified, at which time they will be publicly opened.

RIGHT TO ACCEPT / REJECT

AFTER REVIEW OF ALL FACTORS, TERMS AND CONDITIONS, INCLUDING PRICE, THE PURCHASING AUTHORITY OF THE TOWN OF FAIRFIELD RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS, OR ANY PART THEREOF, OR WAIVE DEFECTS IN SAME, OR ACCEPT ANY PROPOSAL DEEMED TO BE IN THE BEST INTEREST OF THE TOWN OF FAIRFIELD.

QUESTIONS

Questions concerning conditions and specifications should be **directed in writing** to:

Phil Ryan, Buyer: PRyan@town.fairfield.ct.us | Fax (203) 256-3080

Inquiries must reference date of bid opening, requisition or contract number, and must be received **no later than the time and date as indicated in the bid document**. Verbal requests for information will not be accepted. Failure to comply with these conditions will result in the bidder waiving the right to dispute the bid specifications and conditions.

PRICES

Prices quoted must be firm, for acceptance by the Town of Fairfield for a period of (90) days. Prices shall include all applicable duties. Bidders shall be required to deliver awarded items at prices quoted in their original bid.

F.O.B. DESTINATION

Prices quoted shall be Net – Delivered to destination. Bids quoting other than F.O.B. Destination may be rejected.

PERMITS

The contractor will be responsible for securing all necessary permits, state and local, as required by the Town of Fairfield. The Town will waive its application and permit fees for Town of Fairfield projects.

PAYMENT PROCEDURES

No voucher, claim or charge against the Town shall be paid without the approval of the Fiscal Officer for correctness and legality. Appropriate checks shall be drawn by the Fiscal Officer for approved claims or charges and they shall be valid without countersignature unless the Board of Selectmen otherwise prescribed.

PAYMENT PERIOD

The Town of Fairfield shall put forth its best effort to make payment within thirty days (30) after delivery of the item acceptance of the work, or receipt of a properly completed invoice, whichever is later. Payment period shall be net thirty days (30) unless otherwise specified. For projects that do not require a performance or bid bond, The Town of Fairfield reserves the right to retain five percent (5%) of total bid amount, which is payable ninety (90) days after final payment or acceptance of the work.

THE CONTRACTOR

The Contractor for the work described shall be thoroughly familiar with the requirements of all specifications, and the actual physical conditions of various job sites. The submission of a proposal shall be construed as evidence that the Contractor has examined the actual job conditions, requirements, and specifications. Any claim for labor, equipment or materials required, or difficulties encountered, which could have been foreseen had such an examination been carefully made, will not be recognized.

**PURCHASING AUTHORITY
TOWN OF FAIRFIELD
INSTRUCTIONS FOR BIDDERS
TERMS AND CONDITIONS OF BID**

ASSIGNMENT OF CONTRACT

No contract may be assigned or transferred without the consent of the Purchasing Authority.

AWARD OF BIDS

Contracts and purchases will be made or entered into with the lowest responsible bidder meeting specifications, except as otherwise specified in the invitation. If more than one item is specified in the invitation, the Town of Fairfield reserves the right to determine the low bidder on an item-by-item basis or on the basis of all items included in the Invitation for Bids, unless otherwise expressed by the Town.

GUARANTEE

Equipment, materials and/or work executed shall be guaranteed for a minimum period of one (1) year against defective material and workmanship. The cost of all labor, materials, shipping charges and other expenses in conjunction with the replacement of defective equipment, and/or unsatisfactory work, shall be borne by the Contractor.

CATALOGUE REFERENCE

Unless expressly stated otherwise, any and all reference to commercial types, sales, trade names and catalogues are intended to be descriptive only and not restrictive; the intent is to indicate the kind and quality of the articles that will be acceptable. Bids on other equivalent makes, or with reference to other catalogue items will be considered. The bidder is to clearly state exactly what will be furnished. Where possible and feasible, submit an illustration, descriptive material, and/or product sample.

OSHA

The bidder will certify all equipment complies with all regulations and conditions stipulated under the Williams-Steiger Occupational Safety and Health Act of 1971, as amended. The successful bidder will further certify that all items furnished under this project will conform and comply with Federal and State of Connecticut OSHA standards. The successful bidder will agree to indemnify and hold harmless the Town of Fairfield for any and all damages that may be assessed against the Town.

LIFE CYCLE COSTING

Where applicable, Life Cycle Costing will be used as a criterion for awarding bids. This is a method of calculating total cost of ownership of an item over the life of the product, which may include operation and maintenance expenses, transportation, salvage value, and/or disposal costs.

INSURANCE COVERAGE

The successful bidder will be required to furnish a Certificate of Insurance naming the Town of Fairfield as the additional insured. **The insurance is to include Contractor's Liability and Worker's Compensation, thereby holding the Town of Fairfield harmless from all eventualities that may occur relative to this Bid and the resulting purchase order or contract.** The Certificates of Insurance will be provided by companies licensed in the State of Connecticut and will be in amounts of \$1,000,000 General Aggregate, \$1,000,000 Automobile Liability and Worker's Compensation, and Employer's Liability \$100,000 (each accident) to the Town of Fairfield.

INDEMNIFICATION

In addition to providing insurance, the successful bidder shall indemnify and hold the Town, its employees, officers and agents and volunteers, harmless from all claims and demands of any nature for any loss, damage or injury which any person may suffer by reason of or in any way arising out of work required by this Bid and any resulting contract or purchase order issued pursuant to it.

FEDERAL, STATE, AND LOCAL LAWS

All applicable Federal, State and local laws, rules and regulations of all authorities having jurisdiction over the locality of the project shall apply to the contract and are deemed to be included herein.

**PURCHASING AUTHORITY
TOWN OF FAIRFIELD
INSTRUCTIONS FOR BIDDERS
TERMS AND CONDITIONS OF BID**

CONFLICT OF INTEREST

No officer or employee of the Town or member of any elective or appointive board, commission or committee of the Town, whether temporary or permanent, shall have or acquire any financial interest gained from a successful bid, direct or indirect, aggregating more than one hundred dollars (\$100.00), in any project, matter, contract or business within his/her jurisdiction or the jurisdiction of the board, commission, or committee of which he/she is a member. Nor shall the officer/employee/member have any financial interest, direct or indirect, aggregating more than one hundred dollars (\$100.00) in any contract or proposed contract for materials or services to be furnished or used in connection with any project, matter or thing which comes under his/her jurisdiction or the jurisdiction of the board, commission, committee of which he/she is a member.

SCOPE OF WORK/SITE INSPECTIONS

The bidder declares that the scope of the work has been thoroughly reviewed and any questions resolved (see above for name and number of individual to contact for questions).

If applicable, the bidder further declares that the site has been inspected as called for in the specifications (q.v.).

EXCEPTION TO SPECIFICATIONS

No protest regarding the validity or appropriateness of the specifications or of the Invitation for Bids will be considered, unless the protest is filed in writing with the Purchasing Authority, prior to the closing date for the bids. All bid proposals rendered shall be considered to meet the attached specifications unless exceptions are noted on a separate page dated and signed by the bidder.

UNLESS OTHERWISE NOTED

It will be assumed that all terms and conditions and specifications will be complied with and will be considered as part of the Bid Proposal.

TAX EXEMPT

Federal Tax Exemption 06-75-0063-K

Exempt from State Sales Tax under State General Statutes Chapter 219-Section 12-412 Subsection A.

No exemption certificates are required and none will be issued.