



# REQUEST FOR BIDS/QUOTES

**PURCHASING OFFICE**  
Steese Volunteer Fire Department

Quotations will be received until  
4 p.m. on Monday, **February 15, 2016**

800 William C. Leary Lane, Fairbanks, AK 99712

Bids Delivered to: **Mitch Flynn, Fire Chief**

**FB #16-01**

Page 1 of 1 Date January 28, 2016

### VENDOR NOTICE (This is NOT a Purchase Order)

This is a formal quotation that may be read at public opening. The information may be publicly reviewed after award. The terms and conditions should be reviewed and understood before preparing a quotation. The quotation shall be the best net price, FOB destination, to include all delivery charges, but exclude applicable taxes. Delivery schedule and discount for early payment shall be indicated in the spaces provided below. Return the bid/quotation by the above time and date to the above address. Please reference the Buyer's name and the FB number on the outside of the return envelope.

**DELIVERY LOCATION:**  
800 William C. Leary Lane, Fairbanks, Alaska

**BUYER: Steese Volunteer Fire Department**  
T. Mitch Flynn, Fire Chief

### VENDOR QUOTATION

Item	Description of Equipment and Specifications	Qty	Unit	Unit Price	Extended Price
	<p>Fire Fleet Vehicles, SUV (pursuit rated), AWD: Specifications attached.</p> <p>Must include equipment upfit purchase and installation included in specifications.</p> <p>Please itemize maintenance services.</p> <p>Other related expenses.</p>	1	EA		

### THIS SECTION MUST BE COMPLETED BY VENDOR

Delivery shall be made \_\_\_\_\_ calendar days after receipt of order.

Payment Terms: \_\_\_\_\_

Company Name	Address	City	State	ZIP Code	Phone Number
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AK & City Business Lic #	Vendor Tax I.D. No.	Do you qualify for Alaska Bidders' Preference? N/A [ ] Yes [ ] No
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\_\_\_\_\_  
Signature Date Typed Name and Title

**INSTRUCTIONS TO BIDDERS  
TERMS AND CONDITIONS**

- 1. REQUEST FOR BID/QUOTES (FB) REVIEW:** Offerors shall carefully review this Bid for defects and questionable or objectionable material. Offerors' comments concerning defects and questionable or objectionable material in the bid must be made in writing and received by the purchasing authority before the date and time set for receipt of quotes. This will allow time for an amendment to be issued if one is required. It will also help prevent the opening of a defective quote, upon which award cannot be made, and the resultant exposure of offerors' prices. Offerors' original comments should be sent to the purchasing authority listed on the front of this bid.
- 2. QUOTATION FORMS:** Offerors shall use this and attached forms in submitting quotes. A photocopied quote may be submitted.
- 3. SUBMISSION:** Quotations shall be signed where applicable and received at the designated Purchasing Office no later than as indicated.
- 4. QUOTE REJECTION:** Steese Volunteer Fire Department reserves the right to reject any or all quotes, combinations of items, or lot(s), and to waive defects or minor informalities.
- 5. EXTENSION OF PRICES:** In case of error in the extension of prices in the quote, the unit prices will govern; in a lot bid, the lot prices will govern. Negligence by the vendor in preparing the quotation confers no right for the withdrawal of the quotation after it has been opened.
- 6. PRICES:** The offeror shall state prices in the units of issue on this bid. Prices quoted for commodities must be in U.S. funds and include applicable federal duty, brokerage fees, packaging, and transportation cost to the FOB point so that upon transfer of title the commodity can be utilized without further cost. Prices quoted for services must be quoted in U.S. funds and include applicable federal duty, brokerage fee, packaging, and transportation cost so that the services can be provided without further cost. Prices quoted must be exclusive of federal, state, and local taxes. If the offeror believes that certain taxes are payable by the State, the offeror may list such taxes separately, directly below the bid price for the affected item. The State is exempt from Federal Excise Tax except the following:
  - Coal - Internal Revenue Code of 1986 (IRC), Section 4121 - on the purchase of coal;
  - "Gas Guzzler" - IRC, Section 4064 - on the purchase of low m.p.g. automobiles, except that police and other emergency type vehicles are not subject to the tax;
  - Air Cargo - IRC, Section 4271 - on the purchase of property transportation services by air;
  - Air Passenger - IRC, Section 4261 - on the purchase of passenger transportation services by air carriers.
  - Leaking Underground Storage Tank Trust Fund Tax (LUST) - IRC, Section 4081 - on the purchase of Aviation gasoline, Diesel Fuel, Gasoline, and Kerosene.
- 7. PAYMENT FOR SVFD PURCHASES:** Payment for agreements under \$500,000 for the undisputed purchase of goods or services will be made within 30 days of the receipt of a proper billing or the delivery of the goods or services to the location(s) specified in the agreement, whichever is later. A late payment is subject to 1.5% interest per month on the unpaid balance. Interest will not be paid if there is a dispute or if there is an agreement which establishes a lower interest rate or precludes the charging of interest.
- 8. PAYMENT DISCOUNT:** Discounts for prompt payment will not be considered in evaluating the price you quote. However, SVFD shall be entitled to take advantage of any payment discount(s) offered by the vendor provided payment is made within the discount period. Payment discount periods will be computed from the date of receipt of the commodities or services and/or a correct invoice, whichever is later. Unless freight and other charges are itemized, any discount provided will be taken on full amount of invoice.
- 9. VENDOR TAX ID NUMBER:** A valid tax identification number (IRS FORM W-9) must be provided to the Steese Volunteer Fire Department before payment will be made.
- 10. INDEMNIFICATION:** The Contractor shall indemnify, hold harmless, and defend the contracting agency from and against any claim of, or liability for error, omission or negligent act of the Contractor under this agreement. The Contractor shall not be required to indemnify the contracting agency for a claim of, or liability for, the independent negligence of the contracting agency. If there is a claim of, or liability for, the joint negligent error or omission of the Contractor and the independent negligence of the Contracting agency, the indemnification and hold harmless obligation shall be apportioned on a comparative fault basis. "Contractor" and "Contracting agency", as used within this and the following article, include the employees, agents and other contractors who are directly responsible, respectively, to each. The term "independent negligence" is negligence other than in the Contracting agency's selection, administration, monitoring, or controlling of the Contractor and in approving or accepting the Contractor's work.
- 11. SEVERABILITY:** If any provision of this contract is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected; and the rights and obligations of the parties shall be construed and enforced as if the contract did not contain the particular provision held to be invalid.
- 12. TITLE:** Title passes to SVFD for each item at FOB destination.
- 13. FILING A PROTEST:** An offeror shall attempt to informally resolve a dispute with the procurement officer regarding a small procurement. The protest must be filed in writing with the purchasing manager or designee and include the following information: (1) the name, address, and telephone number of the protester; (2) the signature of the protester or the protester's representative; (3) identification of the contracting agency and the solicitation or contract at issue; (4) a detailed statement of the legal and factual grounds of the protest, including copies of relevant documents; and (5) the form of relief requested. The protester must file a copy of the protest with the procurement officer for the purchasing agency.
- 14. COMPLIANCE:** In the performance of a contract that results from this FB, the contractor must comply with all applicable federal, state, City and borough regulations, codes, and laws; and be liable for all required insurance, licenses, permits and bonds; and pay all applicable federal, state, City and borough taxes.
- 15. SUITABLE MATERIALS, ETC.:** Unless otherwise specified, all materials, supplies or equipment offered by offeror shall be new, unused, and of the latest edition, version, model or crop and of recent manufacture.
- 16. SPECIFICATIONS:** Unless otherwise specified in the bid, product brand names or model numbers are examples of the type and quality of product required, and are not statements of preference. If the specifications describing an item conflict with a brand name or model number describing the item,

the specifications govern. Reference to brand name or number does not preclude an offer of a comparable or better product, if full specifications and descriptive literature are provided for the product. Failure to provide such specifications and descriptive literature may be cause for rejection of the offer.

**17. FIRM OFFER:** For the purpose of award, offers made in accordance with this bid/quote must be good and firm for a period of ninety (90) days from the date of quote opening.

**18. QUOTE PREPARATION COSTS:** SVFD is not liable for any costs incurred by the offeror in quote preparation.

**19. CONSOLIDATION OF AWARDS:** Due to high administrative costs associated with processing of purchase orders, a single low quote of \$50 or less may, at the discretion of SVFD, be awarded to the next low offeror receiving other awards for consolidation purposes. This paragraph is not subject to the protest terms enumerated in "FILING A PROTEST" above.

**20. CONTRACT FUNDING:** Offerors are advised that funds are available for the initial purchase and/or the first term of the contract. Payment and performance obligations for succeeding purchases and/or additional terms of the contract are subject to the availability and appropriation of funds.

**21. CONFLICT OF INTEREST:** An officer or employee of Steese Volunteer Fire Department may not seek to acquire, be a party to, or possess a financial interest in, this contract if (1) the officer or employee is an employee of the administrative unit that supervises the award of this contract; or (2) the officer or employee has the power to take or withhold official action so as to affect the award or execution of the contract.

**22. ASSIGNMENT(S):** Assignment of rights, duties, or payments under a contract resulting from this bid is not permitted unless authorized in writing by the procurement officer of the contracting agency. Quotes that are conditioned upon the State's approval of an assignment will be rejected as nonresponsive.

**23. SUBCONTRACTOR(S):** Within five (5) working days of notice, the apparent low offeror must submit a list of the subcontractors that will be used in the performance of the contract. Subcontractors may be added or changed by the contractor if prior written approval is obtained from the procurement officer of the contracting agency. The procurement officer may approve new or different subcontractors at his or her discretion.

**24. FORCE MAJEURE:** (Impossibility to perform) The contractor is not liable for the consequences of any failure to perform, or default in performing, any of its obligations under this Agreement, if that failure or default is caused by any unforeseeable Force Majeure, beyond the control of, and without the fault or negligence of, the contractor. For the purposes of this Agreement, Force Majeure will mean war (whether declared or not); revolution; invasion; insurrection; riot; civil commotion; sabotage; military or usurped power; lightning; explosion; fire; storm; drought; flood; earthquake; epidemic; quarantine; strikes; acts or restraints of governmental authorities affecting the project or directly or indirectly prohibiting or restricting the furnishing or use of materials or labor required; inability to secure materials, machinery, equipment or labor because of priority, allocation or other regulations of any governmental authorities.

**25. LATE QUOTES:** Late quotes are quotes received after the time and date set for receipt of the quotes. Late quotes will not be accepted.

**26. CONTRACT EXTENSION:** Unless otherwise provided in this bid, SVFD and the successful offeror/contractor agree: (1) that any holding over of the contract excluding any exercised renewal options, will be considered as a month-to-month extension, and all other terms and conditions shall remain in full force and effect and (2) to provide written notice to the other party of the intent to cancel such month-to-month extension at least thirty (30) days before the desired date of cancellation.

**27. DEFAULT:** In case of default by the contractor, for any reason whatsoever, Steese Volunteer Fire Department may procure the goods or services from another source and hold the contractor responsible for any resulting excess cost and may seek other remedies under law or equity.

**28. DISPUTES:** Any dispute arising out of this agreement shall be resolved under the laws of Alaska. Any appeal of an administrative order or any original action to enforce any provision of this agreement or to obtain any relief from or remedy in connection with this agreement may be brought only in the superior court for the State of Alaska.

**29. CONSUMER ELECTRICAL PRODUCT:** AS 45.45.910 requires that "...a person may not sell, offer to sell, or otherwise transfer in the course of the person's business a consumer electrical product that is manufactured after August 14, 1990, unless the product is clearly marked as being listed by an approved third party certification program." Electrical consumer products manufactured before August 14, 1990, must either be clearly marked as being third party certified or be marked with a warning label that complies with AS 45.45.910(e). Even exempted electrical products must be marked with the warning label. By signature on this quote the offeror certifies that the product offered is in compliance with the law. A list of approved third party certifiers, warning labels and additional information is available from: Department of Labor, Labor Standards & Safety Division, Mechanical Inspection Section, P.O. Box 107020, Anchorage, Alaska 99510-7020, (907)269-4925.

**30. CONTINUING OBLIGATION OF CONTRACTOR:** Notwithstanding the expiration date of a contract resulting from this RFQ, the contractor is obligated to fulfill its responsibilities until warranty, guarantee, maintenance and parts availability requirements have completely expired.

**31. ORDER DOCUMENTS:** Except as specifically allowed under this RFQ, an ordering agency will not sign any vendor contract. SVFD is not bound by a vendor contract signed by a person who is not specifically authorized to sign for SVFD under this RFQ. Steese Volunteer Fire Department Purchase Order, Contract Award and Delivery Order are the only order documents that may be used to place orders against the contract(s) resulting from this RFQ.

**32. BILLING INSTRUCTIONS:** Invoices must be billed to the address shown on the individual Purchase Order, Contract Award or Delivery Order. Payment will be made after SVFD receives the merchandise or service and the invoice.

**33. OFFERORS WITH DISABILITIES:** Steese Volunteer Fire Department complies with Title II of the Americans with Disabilities Act of 1990. Individuals with disabilities who may need auxiliary aids, services, and/or special modifications to participate in this procurement should contact the procurement officer named on the cover page of this RFQ as soon as possible, but no later than the date and time quotations are due to make any necessary arrangements.

**34. COMPLIANCE WITH ADA:** By signature of their quote the offeror certifies that they comply with the Americans with Disabilities Act of 1990 and the regulations issued thereunder by the federal government. Services or activities furnished to the general public on behalf of the State must be fully accessible. This is intended to ensure that agencies are in accordance with 28 CFR Part 35 Section 35.130 and that services, programs or activities furnished to the public through a contract do not subject qualified individuals with a disability to discrimination based on the disability.

**35. ALASKA BIDDER PREFERENCE:** Used in the award of this contract, based on a bid (FB) of the lowest responsive and responsible bidder.

**SCOPE**

It is the intent of these specifications to describe a Police/Fire/EMS SUV Response Vehicle, factory prepared for emergency service command operations. Vehicle shall be a 4 door, mid-size four-wheel/AWD drive Sport Utility Vehicle to be used as a fire department emergency response command/EMS unit. Color shall be factory painted RED or equal as approved by the Steese VFD. Vehicle shall utilize a transmission shifter on the steering column to allow for an aftermarket, center floor mounted box for dual mobile 2-way radios, siren control unit, and map books.

Funding sources for this project are a State of Alaska Grant and tax funds derived from the Steese Volunteer Fire Service Area.

Location for use of this vehicle is within the Steese Volunteer Fire Service Area of the Fairbanks North Star Borough Fairbanks, AK. The successful contractor (bidder) must have all required licenses, facilities and factory certified and trained personnel necessary to perform the warranty servicing and repair work in Fairbanks, AK.

The successful contractor (bidder) must also have the necessary facilities and trained personnel required to perform all upfit equipment beyond the base vehicle in Fairbanks, AK.

These specifications are not meant to be restrictive in any way, but are intended to assure that all bids submitted for consideration will cover vehicles of similar design and capacity. This unit shall be a 2016 model in current production or newer, and not previously owned and is to meet or exceed the following minimum specifications.

**ITEM #1:**

1	EA		CURRENT MODEL 2016 SUV-POLICE/Fire/EMS TYPE PACKAGE, RED PAINTED, MID SIZE AWD SUV	NON COMPLY	COMPLY
	1)		Base AWD Vehicle GVWR 6200 or higher		
			112 inch Wheelbase minimum		
	2)		Police Ready for the Road Package that also includes:		
		a)	LED in Headlights		
		b)	LED in taillights		
		c)	LED grill lights (red/blue)		
		d)	LED rear deck lights (red/blue)		
		e)	LED rear L/R side quarter lights (red/blue)		
		f)	Lift gate interior lights		
		g)	Rear console mounting plate		
		h)	Wiring harness for emergency light bar		
		i)	Light controllers		
		j)	100 watt Siren Speaker with factory prewiring		
		k)	Selectable red/white dome light		
		l)	Solar tint glass		
		m)	Rear dome lamp (cargo area)		
		n)	Programmable steering wheel controls – controls to be programmed and activated		
		o)	Whelen Cencom (or equal) Light Controller Head, relay center with Traffic Advisor		
		p)	Factory installed Cencom (or equal) wiring harness for all emergency response operational accessories		

3)		<b>Engine:</b> V-6 engine 3.5 liter or larger		
4)		<b>Transmission:</b> automatic with overdrive		
5)		<b>Cooling System:</b> Heavy duty, (charged to 60 degrees below 0).		
6)		<b>Differential:</b> Limited Slip, Advance Trac Roll Stability Control or similar		
7)		<b>Anti-Lock Brake System (ABS),</b> Heavy Duty		
8)		<b>Chassis Stabilizer Bar,</b> Front and Rear		
9)		<b>Cab and Body</b> - standard production with the following equipment:		
	a)	Police/Fire/EMS duty, cloth bucket style front seats, 2 <sup>nd</sup> row cloth bench seat for 3 people		
	b)	Standard ETR AM/FM radio		
	c)	High output heater motor		
	d)	Power driver seat 6 way adjustments w/lumbar adjustment		
	e)	Standard production gauges		
	f)	Exterior door key locks: driver, passenger, rear hatch		
	g)	Carpeted flooring with factory mounted floor mats		
	h)	Air conditioning		
	i)	Power operated and heated exterior mirrors		
	j)	Front License Plate Bracket		
	k)	Speed Control		
	l)	Voice activated Communications System for hands free cell phone use		
	m)	Bumper mounted reverse sensing system with audible alarm		
	n)	Reverse camera with monitor mounted in dash panel		
	o)	Daytime running headlights		
	p)	Power-Adjustable pedals		
10)		<b>Suspension:</b> Heavy duty police package.		
11)		<b>Bumpers:</b> Front and rear standard.		
12)		<b>Winterization:</b>		
	a)	110 volt engine frost plug block heater		
	b)	110 volt oil pan heater		
	c)	Heaters shall be co-joined with a single cord suitable to carry sufficient current to accessories and routed to the front of the vehicle to be easily accessible. An indicator light must be permanently attached.		
	d)	Vinyl winter front		
	e)	1.5 Amp Battery Trickle Charger		

	13)		<b>Additional equipment/Options:</b>		
		a)	Undercoating		
		b)	Optional 7 year/100,000 mile extended factory warranty (bumper to bumper)		
	14)		<b>Warranty:</b> Minimum standard bumper to bumper 3 year/36,000 mi warranty <b>Location of use of these items is Fairbanks, AK. Contractor (bidder) must have all required licenses, facilities and factory certified and trained personnel necessary to perform the warranty servicing and repair work in Fairbanks, AK.</b>		
	15)		<b>Upfit:</b> All vehicle specified accessories shall be installed (upfit) as listed in Addendum A, attached. Parts listed are specified for SUV vehicles; Installed items must be exactly as listed in Addendum A and specified to fit proposed make and model. <b>Location of use of these items is Fairbanks, AK. Contractor (bidder) must have facilities and trained personnel necessary to perform upfit in Fairbanks, AK.</b>		
	16)		<b>Paint</b> Factory Red with department preapproval		
	17)		<b>Decals and Striping</b> Vehicle to be detailed with decals, numbering, and reflective striping to match current department vehicles, see Addendum B.		

**\*\* Please specify additional pricing, in addition to comply/non comply status, for options not included as standard equipment.**

**\*\*\* ALL VEHICLES IN THIS BID ARE TO BE DELIVERED TO THE STEESE VOLUNTEER FIRE DEPARTMENT UNDER THE FOLLOWING CONDITIONS: 1) FULL TANK OF GAS, 2) WASHED AND INSPECTED BY BID WINNER 3) ALL INVOICE STICKERS AND OTHER DEALER STICKERS REMOVED (WINDOWS CLEANED) AND PLACED IN GLOVEBOX/CENTER CONSOLE.**

**Print Name:** \_\_\_\_\_

**E-mail address:** \_\_\_\_\_

## ADDENDUM A

<b>QUANTITY</b>	<b>ITEM/PART NUMBER</b>	<b>MANUFACTURER</b>	<b>DESCRIPTION</b>
1 EACH	WHJY8GGGG	Whelen	50" Whelen Red/Blue light bar with opticon795H, with green corner lights/alloys/takdowns
1EACH	WHSTPKT83	Whelen	Whelen mounting straps
1 EACH	SMBK2044ITU16 Setina PB450L4	Setina Manufacturing	SUV push bumper with Sound Off Nforce lighting Passenger side front blue, Driver side front red, sides = split red/blue
2 EACH	SOENT2B3W	SoundOff Signal	White LED Mirror Light mounted Left and Right, (MOUNTING ADAPTOR KIT ALSO REQUIRED)
1 EACH	HSC-VS-1400- INUT Havis-Shield	Havis-Shield	Havis console with computer mount
2 EACH	HSC MC	Havis-Shield	Microphone clips (2ea.)
2 EACH	HSC-MCB	Havis-Shield	Microphone clip racket
1 EACH	HSC-CUPL2-15	Havis-Shield	Dual Cup holder
1 EACH	HSC-PKG-PSM-153	Havis-Shield	Side Mount Package
1 EACH	HSC-E-CCS-1P	Havis-Shield	Mount bracket 4" Cencom
1EACH	XILLTX1510	Vision	20 inch LED Driving Light With High beam trigger
1 EACH	Steese VFD Supplied		Labor estimate to install Steese VFD supplied equipment to include; - 2 each Mobile radio's (department supplied) -2 each portable radio chargers -iPad Computer -in vehicle cell phone booster

## ADDENDUM B





