



SOUTH COUNTY FIRE

Invitation to Bid

for

**FOUR (4) E-450 FORD AMBULANCE VAN
CHASSIS**

Date issued: September 19, 2018

1. INTRODUCTION

1(A) Background

South County Fire staffs 14 stations 24/7, serving unincorporated south Snohomish County and the Cities of Brier, Edmonds, Mountlake Terrace and now Lynnwood. South County Fire also has staff members assigned full time to community relations, fire prevention and public education.

The geographical area served by South County Fire is varied with residential, urban, commercial and manufacturing developments; major highways; lakes and wooded areas. In recent years, the area has experienced a boom in new development and rapid growth in population, which in turn has resulted in an increased demand for South County Fire services.

In response to the challenges of this growth – as well as changes in expectations, regulations and health – South County Fire is seeking new and better ways to go about the business of serving the public. These include forging mutually beneficial partnerships, exploring new technology and embracing change as a basis for continuous improvement. South County Fire has been a leader in regionalizing fire and emergency services – completing three successful department mergers in less than 10 years. South County Fire continues to explore new ways to partner with neighboring jurisdictions and other agencies in areas such as training, purchasing and community education. South County Fire is governed by a board of seven Commissioners elected to serve six-year terms. These community members are responsible for defining South County Fire's long-term vision and for adopting policies to be implemented by administrative staff. South County Fire Commissioners also actively participate in state and county associations to address issues that affect fire and emergency services.

For more information about South County Fire, visit <http://www.southsnofire.org>.

1(B) ITB Purpose

South County Fire is soliciting an Invitation to Bid from qualified vendors for the purchase of four (4) 2019, or current model year, Ford E-450 chassis with 6.8L EFI Triton V10 engines.

1(C) ITB Cover Sheet

SOUTH COUNTY FIRE
E-450 AMBULANCE VAN CHASSIS
Response Cover Sheet

	Yes	No
Has your company operated at least 1 year without interruption?	<input type="checkbox"/>	<input type="checkbox"/>
Has an owner of your company been convicted of a crime within the past 10 years?	<input type="checkbox"/>	<input type="checkbox"/>
Does any employee or official of South County Fire have any financial or other interest in your firm?	<input type="checkbox"/>	<input type="checkbox"/>
Does your company maintain insurance in amounts specified by South County Fire contract? (if no, this does not necessarily eliminate vendor from submittal):	<input type="checkbox"/>	<input type="checkbox"/>
If no, describe differences: _____		
Are there any claims pending against this insurance policy?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, describe _____		
Does your company maintain Professional Liability Insurance?	<input type="checkbox"/>	<input type="checkbox"/>
Has your company been in bankruptcy, reorganization or receivership in the last five years?	<input type="checkbox"/>	<input type="checkbox"/>
Has your company been disqualified by any public agency from participation in public contracts?	<input type="checkbox"/>	<input type="checkbox"/>
Is your company licensed to do business in the State of Washington?	<input type="checkbox"/>	<input type="checkbox"/>

Undersigned acknowledges that addenda _____ through _____ have been taken into account as part of this requirement.

The undersigned hereby accepts the terms and conditions as set forth herein. The undersigned hereby accepts the terms and conditions as set forth herein. This page must be signed and dated by the vendor's representative who is legally authorized to contractually bind the vendor.

FULL LEGAL NAME OF COMPANY _____

TYPE OF BUSINESS Corporation Partnership (general) Partnership (limited)
 Sole Proprietorship Limited Liability Company

FEDERAL EMPLOYEE ID NUMBER (FEI): _____

ADDRESS _____

STATE/ZIP _____

EMAIL ADDRESS: _____

PHONE _____ FAX _____

NAME(PLEASE PRINT) _____ TITLE _____

SIGNED _____ DATE _____

1(D) ITB No Bid Form

SOUTH COUNTY FIRE
E-450 AMBULANCE VAN CHASSIS No Bid Form

Dear Prospective Vendor:

If you decide not to submit a response to this ITB, we would very much appreciate your completing and returning this form for our records.

Reason for not submitting a bid in response to this solicitation: _____

FULL LEGAL NAME OF COMPANY _____

ADDRESS _____

CITY/STATE/ZIP _____

EMAIL ADDRESS: _____

PHONE _____ FAX _____

NAME(PLEASE PRINT) _____ TITLE _____

SIGNED _____ DATE _____

Thank you for your assistance. Please mail or fax this document to:

South County Fire
 Purchasing Manager
 Attn: Gary Kaufmann
 12425 Meridian Ave S., Everett, WA 98208
 EMAIL: gkaufmann@southsnofire.org

1(E) Non-Collusion Certification

South County Fire
E-450 AMBULANCE VAN CHASSIS

NON-COLLUSION CERTIFICATION

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an offer for this bid/quote, and is in all respects fair and without collusion or fraud.

The below signed vendor has not divulged to nor discussed or compared his/her bid with other vendors and has not colluded with any other vendor or parties to bid whatsoever. Note: No premiums, rebates or gratuities to any employee or agent are permitted either with, prior to, or after any delivery of materials and/or services. Any such violation will result in the cancellation of any resultant contract and/or return of material as applicable.

Company Name: _____

Mailing Address: _____

City-State-Zip: _____

Date: _____

Authorized Signature: _____
(written)

Authorized Signature: _____
(typed/printed)

Title: _____

2. ITB INSTRUCTIONS AND INFORMATION

2(A) ITB Timeline

Day/Date	Description
Wednesday, September 19, 2018	Advertisement announcing ITB placed in Everett Herald. ITB placed on South County Fire website. ITBs available to vendors via email notification and access to website.
Wednesday, September 26, 2018	All questions due by close of business on the question submittal form shown in Section 6.
Tuesday, October 2, 2018	All pertinent and relevant questions posed by the above date on the required question submittal form, Section 6, will be answered.
Tuesday, October 9, 2018, 2:00 p.m.	ITB responses due at South County Fire Headquarters office at 12425 Meridian Ave S., Everett, WA 98208. Respondents assume the risk of the method of dispatch chosen. South County Fire assumes no responsibility for delays caused by any delivery service. Postmarking by the due date will not substitute for actual receipt of bids. Bids shall not be delivered by facsimile transmission or other telecommunication or electronic means unless specifically approved by South County Fire..
Friday, October 12, 2018	Vendors' bids verified.
October, 2018	Submit Board Agenda Item for final approval
October, 2018	Award to apparent successful RESPONSIBLE AND RESPONSIVE vendor is made

2(B) Evaluation Team

Fire Chief and Fire District Board of Commissioners	Stakeholders
Loren Angiono, Lynnwood Fleet Supervisor	Team Member
Gary Kaufmann, Purchasing, Fleet and Facilities Manager	Team Member/ITB Contact

2(C) ITB Contact

Gary Kaufmann	Purchasing, Fleet and Facilities Manager	<p>Physical Address: 12425 Meridian Ave. S. Everett, WA 98208</p> <p>Mailing Address: 12425 Meridian Ave. S. Everett, WA 98208</p> <p>Email address: gkaufmann@southsnofire.org</p> <p>Any and all communication to South County Fire relative to this requirement must be via email.</p>
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2(D) ITB Evaluation Criteria

An evaluation team composed of the members of the Selection and Evaluation Team listed in Section 2(B) and others will evaluate the ITB responses received from each vendor. Prior to the selection of the award to the apparent successful vendor, South County Fire reserves the right to conduct on-site visits of any vendors' facilities and/or require any vendor to participate in a presentation to the evaluation team (and others) of the items contained in the ITB response and any other items deemed appropriate by South County Fire.

If an award is made as a result of this ITB, it shall be awarded to the vendor whose proposal is most advantageous to South County Fire with price and other factors including, but not limited to, Responses to the ITB questions; demonstrated technical ability and expertise; financial stability; reference calls and/or recommendations; memberships, licenses, ISO Certifications or any other applicable membership or certifications; presentations to South County Fire evaluation team and others (if applicable); on-site visits at vendor's site (if applicable), product samples which South

County Fire may, at its discretion, request as part of the ITB process; any additional criteria deemed appropriate by South County Fire which would lend itself to establishing the Service Provider's viability to perform the work as outlined in this ITB.

When determining whether a vendor is responsible, or when evaluating a vendor's proposal, the following factors will be considered, any one of which will suffice to determine if a vendor is either not a responsible vendor or if the vendor's proposal is not the most advantageous to South County Fire:

1. The ability, capacity and skill of the vendor to perform the contract or provide the service required.
2. The character, integrity, reputation, judgment, experience and efficiency of the vendor.
3. Whether the vendor can perform the contract within the time specified
4. The quality of performance of previous public and private contracts or services, including, but not limited to, the vendor's failure to perform satisfactorily or complete any written contract. South County Fire's termination for default of a previous contract with a vendor shall be deemed to be such a failure.
5. The previous and existing compliance by the vendor with laws relating to the contract or services.
6. Evidence of collusion with any other vendor, in which case colluding vendors will be restricted from submitting further bids on the subject project or future tenders.
7. The vendor is not qualified for the work or to the full extent of the ITB.
8. There is uncompleted work with South County Fire or others, or an outstanding dispute on a previous or current contract that might hinder, negatively affect or prevent the prompt completion of the work bid upon.
9. The vendor failed to settle bills for labor or materials on past or current public or private contracts.
10. The vendor has been convicted of a crime arising from a previous public contract, excepting convictions that have been pardoned, expunged, or annulled.
11. The vendor has been convicted of a crime of moral turpitude or any felony, excepting convictions that have been pardoned, expunged or annulled, whether in this state, in any other state, by the United States, or in a foreign country, province or municipality. Vendors shall affirmatively disclose to South County Fire all such convictions, especially of management personnel or the vendor as an entity, prior to notice of award or execution of a contract, whichever comes first. Failure to make such affirmative disclosure shall be grounds, in South County Fire's sole option and discretion, for termination for default subsequent to award or execution of the contract.
12. More likely than not, the vendor will be unable, financially or otherwise, to perform the work.
13. Such other information as may be secured having a bearing on the decision to award the contract.
14. Any other reason deemed proper by South County Fire.

2(E) Notices and Response Criteria

2(E)1 Good Faith

This ITB has been compiled in good faith. The information contained within is selective and subject to South County Fire's updating, expansion, revision and amendment.

2(E)2 Right to Cancel South County Fire reserves the right to change any aspect of, terminate, or delay this ITB, the ITB process and/or the program which is outlined within this ITB at any time, and notice shall be given in a timely manner thereafter.

2(E)3 Not an Award

Recipients of this ITB are advised that nothing stated herein, or any part thereof, or any communication during the evaluation and selection process, shall be construed as constituting, offering or awarding a contract, representation or agreement of any kind between South County Fire and any other party, save for a formal written contract, properly executed by both parties.

2(E)4 Property of South County Fire

Responses to this ITB will become the property of South County Fire, and will form the basis of negotiations of an agreement between South County Fire and the apparent successful vendor.

2(E)5 South County Fire not Liable for Costs

South County Fire is not liable and will not be responsible for any costs incurred by any vendor(s) for the preparation and delivery of the ITB responses, nor will South County Fire be liable for any costs incurred prior to the execution of an agreement, including but not limited to, presentations by ITB finalists to South County Fire.

2(E)6 South County Fire's Expectations

During the review of this document, please note South County Fire's emphasis on the expectations, qualities, and requirements necessary to be positioned as an ITB finalist and successful vendor.

2(E)7 Waiver of Minor Administrative Irregularities

South County Fire reserves the right, at its sole discretion, to waive minor administrative irregularities contained in any proposal.

2(E)8 Single Response

A single response to the ITB may be deemed a failure of competition, and in the best interest of South County Fire, the ITB may be cancelled.

2(E)9 Proposal Rejection; No Obligation to Buy

South County Fire reserves the right to reject any or all proposals at any time without penalty. South County Fire reserves the right to refrain from contracting with any vendor. The release of this ITB does not compel South County Fire to purchase. South County Fire may elect to proceed further with this project by interviewing firm(s) well –suited to this project, conducting site visits or proceeding with an award.

2(E)10 Right to Award

South County Fire reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be submitted initially with the most favorable terms the vendor can offer.

2(E)11 Withdrawal of Proposals

Vendors may withdraw a proposal that has been submitted at any time up to the proposal closing date and time. To accomplish this, a written request signed by an authorized representative of the vendor must be submitted to the ITB Contact. The vendor may submit another proposal at any time up to the proposal closing date and time.

2(E)12 Non-Endorsement

As a result of the selection of a vendor to supply products and/or services to South County Fire is neither endorsing nor suggesting that the vendor's product is the best or only solution. The vendor agrees to make no reference to South County Fire in any literature, promotional material, brochures, sales presentation or the like without the express written consent of South County Fire.

2(E)13 Proprietary Proposal Material

Any information contained in the proposal that is proprietary must be clearly designated. Marking the entire proposal as proprietary will be neither accepted nor honored. If a request is made to view a vendor's proposal, South County Fire will comply according to the Open Public Records Act, chapter 42.17 RCW. If any information is marked as proprietary in the proposal, such information will not be made available until the affected vendor has been given an opportunity to seek a court injunction against the requested disclosure.

2(E)14 Errors in Proposal

South County Fire will not be liable for any errors in vendor proposals. Vendors will not be allowed to alter proposal documents after the deadline for proposal submission.

South County Fire reserves the right to make corrections or amendments due to errors identified in proposals by South County Fire or the vendor. This type of correction or amendment will only be allowed for such errors as typing, transposition or any other obvious error. Vendors are liable for all errors or omissions contained in their proposals.

If, after the opening and tabulation of proposals, a vendor claims error and requests to be relieved of award, s/he will be required to promptly present certified work sheets. The ITB contact will review the work sheets and if the ITB Contact is convinced, by clear and convincing evidence, that an honest, mathematically excusable error or critical omission of costs has been made, the vendor may be relieved his/her proposal.

After opening and reading proposals, South County Fire will check them for correctness of extensions of the prices per unit and the total price. If a discrepancy exists between a price per unit and the extended amount of any proposal item, the price per unit will control. South County Fire will use the total of extensions, corrected where necessary.

2(E)15 Bid Bond – A bid bond is not required.

2(E)16 Performance Bond -- A performance bond is not required.

2(E)17 Payment Bond – A payment bond is not required.

2(E)18 Funding

Any contract entered into as a result of this ITB is contingent upon the continued funding by South County Fire.

2(E)19 Terms of Payment

South County Fire's terms of payment are Net 30. Payment will be made within thirty (30) days upon receipt of an undisputed invoice for goods that have been delivered and accepted. No down payment or advance payment of any kind will be made. Washington State law requires proof that the materials have been furnished, the services rendered or the labor performed as described before payment may be made. A vendor may submit an invoice for partial shipments or progress payments. All invoices must be submitted to:

South County Fire
Accounts Payable
12425 Meridian Ave S.
Everett, WA 98208

3. BIDDING INFORMATION

3(A) Bidding Information

Sealed bids for this requirement will be received at South County Fire Headquarters office in South Everett, or hand-delivered to 12425 Meridian Avenue South, Everett, WA, 98208, until **2:00 p.m.**, on the day and date shown in the Timeline, Section 2(A). Only bids that arrive at the Headquarters office by the deadline will be considered.

Bid submittal sheets are attached as Section 5 and must be used in the submittal. All bids shall be submitted on furnished forms. Failure to use the furnished forms may be a cause for disqualification.

Information regarding this solicitation, including addenda and bid results are available at **www.southsnofire.org**. South County Fire reserves the right to reject any or all submittals, waive technicalities or irregularities, and accept any submittals if such action is believed to be in the best interest of South County Fire.

By the submission of a bid responding to this ITB, all bidders certify that they are not on the Comptroller General's list of ineligible contractors (the State Debar list) nor the list of parties excluded from Federal procurement or non-procurement programs (the Federal Debar list).

3(B) Alternate Bids

South County Fire will not consider alternate bids submitted by the bidder.

3(C) Bid Validity

Pricing shall be good through current year production cycle OR, if the production cycle is not applicable, for a period of 180 days after award.

3(D) Cooperative Purchasing

RCW 39.34 allows cooperative purchasing between public agencies (political subdivisions). Public agencies which have filed an Intergovernmental Cooperative Purchasing Agreement with South County Fire and which are actively participating may purchase from South County Fire contracts, provided that the vendor has agreed to such participation. Each bidder shall indicate on the bid submittal form (5D) if it will honor other public agency orders in accordance with contract terms and conditions in addition to orders from South County Fire. South County Fire does not accept any responsibility for orders issued by other public agencies.

Public agencies desiring to use South County Fire's contracts must have executed an Intergovernmental Cooperative Purchasing Agreement with South County Fire, as required by

RCW 39.34. Only those public agencies that have complied with these requirements are eligible to use this contract. The public agency accepts responsibility for compliance with any additional or varying laws and regulations governing purchase by or on behalf of the public agency in question. A purchase by a public agency shall be in effect by an order from the public agency, directed to the Vendor or other party contracting to furnish goods or services to South County Fire. South County Fire accepts no responsibility for the performance of any purchasing contract by the Vendor, nor any responsibility for payment of the purchase price for any public agency.

4. SPECIFICATIONS

4(A) General Requirements

The following specifications are for a new 2019, or current model year, Ford E-450 chassis, of current manufacture which will meet or exceed the following requirements. The Ford E-450 chassis, as delivered, will include all of the manufacturer's standard equipment for the model offered in addition to the items required by the specifications and shall be designed and built in compliance with all applicable local, Washington State and Federal regulations. The dealer's name shall not appear on the equipment or attachments. Bidders are encouraged to list all available attachments and options.

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DETAILED SPECIFICATIONS FOR SOUTH COUNTY FIRE

1 CHASSIS

1.01 OEM CHASSIS

- 2019 Ford E-450, meeting all the specifications of Section 1.01.
 - 3 year/36,000 mile "Bumper to Bumper" warranty
 - Ambulance Prep. Package
 - Dual rear wheels
 - Twelve Frame Pucks (559)

1.01.01 SPECIFIC RATINGS

- Drive – 4 x 2
- G.V.W.R. – 14,500 lbs.
- Wheelbase – 158"
- Cab to Axle – 100"
- Curb Weight – 10,000 lbs. approximate
- Front Spring Capacity – 5,000 lbs.
- Rear Spring Capacity – 9,450 lbs.
- Front Axle – 5,000 lbs.
- Rear Axle – 9,450 lbs.
- Rear Differential – 4.56 ratio, limited slip

1.01.02 POWER TRAIN

- Engine – Gasoline
 - 6.8L EFI Triton V10
 - 5 year/60,000 mile warranty
 - External oil cooler
 - Heavy duty dry type air cleaner with flow restriction indicator
- Engine Cooling System
 - Heavy duty, closed-air, free-liquid state type
 - Coolant recovery system
 - 50/50 solution Permanent type antifreeze to -40 degrees F
- Transmission

- TorqShift HD 6-speed automatic transmission with two overdrive ratios, tow/haul mode, SelectShift capability, and one reverse gear.
- Auxiliary external oil cooler
- Exhaust System
 - System complies with Federal Motor Carrier Safety Regulations, Part 393.83
 - Suspended using three hangers, excluding manifold attachment
 - Discharge at right rear side of module
 - Tailpipe shall not terminate within twelve inches of the vertical axis of the fuel tank filler opening.

1.01.03**STEERING**

- Power assisted
- Tilt steering wheel
- Shock type steering stabilizer

1.01.04 SHOCK ABSORBERS/STABILIZER BARS

- Heavy-duty shock absorbers front and rear
- OEM front and rear stabilizer bars

1.01.05 BRAKES

- Heavy duty power assisted; Front and rear disc
- Front 13.58" diameter; Rear 13.58" diameter
- Four Wheel ABS

1.01.06 TIRES AND WHEELS

- Seven OEM LT 225-75Rx-16E all-season steel belted radials
- Seven OEM 16" steel wheels, painted white
- Spare tire and wheel
- Steel valve stems

1.01.07 ELECTRICAL

- Alternators – OEM single heavy-duty 225 amp
- Batteries – OEM dual heavy-duty, 750 CCA each

1.01.08 INSTRUMENT PANEL AND CONTROLS

- Gauges
 - Tachometer
 - Coolant Temperature
 - Oil Pressure
 - Fuel
 - Speedometer
 - Voltage
 - Odometer/Trip Odometer
- Cruise Control
- Message Center with Engine Hour Meter (60J)
- Audio – OEM AM/FM, clock, audio input jack, 2 speakers

1.01.09**CAB EXTERIOR**

- Horn – OEM dual electric
- Windows – Standard Solar Tint
- Windshield wipers – Two-speed electric, washer and intermittent speed control
- Telescopic Trailer Tow Mirrors with Power Adjustments (54E)
 - Two black, below eye level, manually telescoping trailer tow
 - Power adjusted upper glass
 - Lower portion convex
- Chrome bumper and grille
- Lights
 - Headlamps – Dual sealed-beam with fixed lens
 - Under hood service light
- Fuel tank – OEM 55 Gallons

1.01.10**CAB INTERIOR**

- Seats – OEM
 - Cloth covered high back Captain's Chairs
 - Combination lap and shoulder harness
 - Retractable arms on inside, side door armrest
- Climate Control – OEM
 - Heavy duty, fresh air, high capacity heater/defroster
 - Dehumidifying air conditioning system
- Airbags
 - Driver and right-front passenger front
- Interior Upgrade Package (18C)
 - Cloth headliner
 - Reduced sound package
 - High-series door trim panels
 - Cloth sun visors
 - Flooring – black vinyl
- Power door locks & windows
- Lights and Convenience Group
 - Courtesy light switches on all doors
 - Warning chimes
 - Headlight-on audible alert
 - Illuminated entry
 - Dual air bags
- Two 12-volt power points

1.01.11**COLORS**

- Exterior – Black Agate (UM)
- Interior – Gray

4(B) Parts and Service:

This section intentionally deleted.

4(C) Training:

This section intentionally deleted.

4(D) Trade In:**Trade in of the following;**

Two (2) 2003 Ford E-450 Diesel Chassis

Two (2) 2006 Ford E-450 Diesel Chassis

4(E) Brand Names used in this Specification:

Ford

4(F) Delivery:

The vendor assumes responsibility for the delivery and initial adjustment of all vendor supplied equipment quoted. At the time of delivery, the following documents must be sent with the equipment.

- Manufacturer's Statement of Origin
- Warranty
- Operator's Manual

The equipment will not be considered received/accepted and the invoice will not be processed without receipt of all documents. South County Fire will be responsible for the licensing of the equipment.

Pre-delivery inspection/service work shall be done locally, not at the factory, in accordance with the following service requirements:

- General appearance of interior and exterior for completeness and quality of workmanship.
- Lubrication and fluid levels and correcting any leaks.
- Mechanical operation of equipment.
- Electrical operations to include exterior lights, all switches and controls.
- South County Fire reserves the right to inspect the equipment at the dealer's facility prior to final delivery to the final destination.

5. BID SUBMITTAL DOCUMENTS

5(A) Bid Submittal Sheet

**SOUTH COUNTY FIRE
E-450 AMBULANCE VAN CHASSIS
Bid MUST be submitted on this sheet**

Item #	Quantity	DESCRIPTION	Price	Per (Unit of measure)	Extended Price
1.			\$		\$
2.			\$		\$
3.			\$		\$
4.			\$		\$
5.			\$		\$
6.			\$()		\$()
SUBTOTAL					\$
_____ % Washington State Sales Tax					\$
TOTAL					\$

**OPTIONS AND ATTACHMENTS
Bid MUST be submitted on this sheet**

Item #	Quantity	DESCRIPTION	Price	Per (Unit of measure)	Extended Price
1.			\$		\$
2.			\$		\$
3.			\$		\$
4.			\$()		\$()
SUBTOTAL					\$
_____ % Washington State Sales Tax					\$
TOTAL					\$

5(B) Other

Vendor must list below **any and all** charges, expenses, and/or costs to be incurred by South County Fire that are not included in this section. Failure to specifically and thoroughly enumerate such items may be a cause for disqualification.

Item #	Quantity	DESCRIPTION	Price	Per (Unit of measure)	Extended Price
1.			\$		\$
2.			\$		\$
3.			\$		\$

5(C) Delivery

State the number of calendar days to have a guaranteed delivery to final destination after receipt of Contract or Purchase Order: _____

5(D) Cooperative Purchasing

Will you sell additional units to South County Fire or other government agencies within the State of Washington at the bid price, terms and conditions until further notice?

South County Fire accepts no responsibility for the payment of the purchase price by other government agencies. Agreement of participation in cooperative purchasing by the bidder indicates that it will provide to any requesting agency, all administrative functions to include, but not be limited to, bid documentation, ITB award and contract, purchase order, price sheets.

Yes No

6. QUESTION SUBMITTAL FORM

Questions regarding this ITB must be submitted in writing, in electronic form (MS Word), on the form provided in this Section 6 (below) and returned via: email to the ITB Contact listed in Section 2(C), and only during the allotted timeframe detailed in the timeline, Section 2(A). Only **ONE** question per form is permitted; duplication of the form is acceptable in the event you have additional questions.

Answers to all questions from all Vendors will returned to all ITB participants without identifying the Vendor making the inquiry.

START BELOW HERE --- use "CUT" and then "PASTE" to another MS Word document

E-450 AMBULANCE VAN CHASSIS	ITB QUESTIONS FORM
------------------------------------	---------------------------

ITB SECTION AND PARAGRAPH:		ITB PAGE NUMBER:	
SUBMITTED BY:		DATE SUBMITTED:	
EMAIL:		PHONE:	
COMPANY NAME:			

All vendors are required to direct their questions to the ITB Contact listed in Section 2(C). Please type all the questions in text box provided below. The text box will expand to accommodate any size of questions. Only one question per form is permitted.

..... STOP ABOVE HERE!

7. CUSTOMER REFERENCES

All bids must include a minimum of two (2) non-vendor owned customer references presently using the proposed equipment in a comparably sized order to South County Fire's requirements. Include the following for each reference:

Company Name
Business Address
Name of Contact
Title of Contact
Telephone Number of Contact
Description of Order
Date Order Sold

8. ITB SUBMITTAL CHECKLIST

Vendor shall submit a bid in the following format; please note that NO PDF or scanned ITB response submissions will be accepted. All submissions must be in MS Word and/or Excel.

1. Vendor shall create one original response (**labeled “original”**) with original signature and one (1) copy (**labeled “copy”**).
2. The ITB name must be shown on the lower left-hand corner of the envelope.
3. The vendor shall submit the required documentation in the following order:
 1. ITB Cover Sheet
 2. Non-Collusion Certification
 3. Bid Submittal Sheet
 4. Delivery time statement
 5. Cooperative Purchasing participation
 6. Customer References

This checklist is intended merely as an aid to the Vendor in providing a response to this ITB. The Vendor retains the sole responsibility for accuracy and completeness of the bid.