



WILLIAM A. BELL, SR.  
MAYOR

# CITY OF BIRMINGHAM

FINANCE DEPARTMENT

## PURCHASING DIVISION

P-100 CITY HALL  
710 NORTH 20TH STREET  
BIRMINGHAM, ALABAMA 35203-2227

TELEPHONE (205) 254-2265  
FAX (205) 254-2484

J. THOMAS BARNETT, JR.  
FINANCE DIRECTOR

RON NICKEL  
PURCHASING AGENT

WILLIAM E. CAFFEE  
ASSISTANT PURCHASING AGENT

September 2, 2015

### **INVITATION TO BID #15-68**

Sealed bids for ½ ton pickup trucks and 15 passenger vans for the City of Birmingham, will be received by the Purchasing Agent, Room P-100 First Floor City Hall, Birmingham, Alabama, until 2:00 p.m., September 16, 2015 at which time and place they will be publicly opened and read.

Bidders wishing to bid can download the complete solicitation including the specifications and bid forms via the internet at [www.birminghamal.gov](http://www.birminghamal.gov) (go to link titled **Bidding Opportunities**), or by visiting the Purchasing Office at the address shown above, or by calling (205) 254-2265, fax (205) 254-2484 and requesting a copy be mailed to you. Any addenda will be available on the internet. Bidder is responsible for checking the website for addenda until bid opening date. Addenda will be mailed to only those vendors who were provided a copy in person or by mail.

Bids are to be submitted on the bid form provided and all quotations are to be f.o.b. Birmingham, Alabama delivered.

It is required for any contract exceeding \$10,000.00 that the bidder submits with his bid a certified check, a cashier's check, or a bid bond payable to the City of Birmingham in the amount of \$500.00. In order for any bid award to be considered that exceeds \$10,000.00, your bid must be accompanied by an acceptable bid bond or check. Bid bond checks will be returned to all unsuccessful bidders after the formal award is made and to the successful bidder after acceptance of award. Should the successful bidder fail to accept the award, the bid bond or check shall be forfeited.

The City follows a policy of nondiscrimination. No contractor with the City should discriminate on the basis of race, sex, religion, or national origin. Failure by the Vendor to carry out these requirements is a material breach of its obligations, which may result in its termination or such other remedy as the City deems appropriate.

No bid may be withdrawn for a period of sixty (60) days after the date of the bid opening.

The City reserves the right to reject any or all bids submitted in whole or part, and to waive any informalities.

Bids must be submitted in a sealed envelope marked, "**SEALED BID PICKUP TRUCKS AND PASSENGER VANS – 2:00 P.M., 09/16/15**". Bids may be hand delivered to Room P-100 First Floor City Hall, Birmingham, Alabama, or mailed to City of Birmingham, P. O. Box 11295, Birmingham, Alabama 35202-1295. (**DO NOT MAIL TO ROOM P-100 FIRST FLOOR CITY HALL**). However, bids sent by any express carrier (Federal Express, UPS, DHL, etc.) must be mailed to 710 North 20th Street, and specify delivery to P-100 First Floor City Hall.

It is the bidder's responsibility to make sure that his bid is in the possession of the Purchasing Agent on or before 2:00 p.m., September 16, 2015. Bids received after this time will not be considered.

  
W E Caffee, Assistant Purchasing Agent

a.m.  
B.N. 09/11/15

## SPECIFICATIONS FOR BID ½ TON PICKUP TRUCK AND 15 PASSENGER VANS

### GENERAL:

The City of Birmingham plans to purchase the items specified in this document in the quantities indicated. The City only has a certain amount of funds available; therefore, the exact number of each specific item is subject to change (increase or decrease) for each item. Award will be based on the lowest price, responsive, responsible bid submitted.

The City reserves the right to make additional purchases of the items at the bid price at a later date if mutually agreeable to both the City and the successful bidder.

Items will be awarded on an individual line item basis. The award of any item specified with options will be made based on the base bid or alternate bid or any combination of the two. Pricing of optional features, if selected at the time of award, will be a factor in determining the successful low bidder. **BID PRICE MUST INCLUDE ALABAMA TITLE FOR ALL TITLE VEHICLES.**

All items are to be new and unused.

Municipalities are not liable for sales tax: reference Code of Alabama Section 40-23-4. Costs normally considered pass through costs (property tax, use tax, delivery charge, etc.) to the customer by the provider must be included in any fee proposed (Code of Alabama Section 40-12-222). For the purchase of personal property, the City's policy is to apply a local preference option, as allowed by State of Alabama Code, Section 41-16-50, in determining the low bidder.

**Bidders are required to provide an additional two (2) copies of their original bid with their package.**

The City will issue purchase order(s) to the successful bidder for the goods and/or services (bid items) that are the subject of the bid. Unless otherwise agreed in a writing that is signed by both parties, the entire agreement between the City and the successful bidder concerning the bid items is comprised of the terms, conditions, specifications and requirements stated in (a) the contemplated purchase order(s), (b) this Invitation to Bid and Specifications and (c) your bid (collectively, the "Contract Requirements"). These writings supersede all former proposals, offers, negotiations, representations or agreements, either written or oral, concerning the provision of vendor's goods and/or services. By acceptance of the City's purchase order(s), the successful vendor agrees to abide by and perform its responsibilities related to the bid items in compliance with the Contract Requirements.

**Each bidder is to extend prices and provide a total for the bid being submitted. In order for any bid award to be considered that exceeds \$10,000.00 your bid must have been accompanied by an acceptable bid bond, certified check or cashier's check in the amount of \$500.00. Bid bond checks will be returned to all unsuccessful bidders after the formal award is made and to the successful bidder after acceptance of award. Should the successful bidder fail to accept the award, the bid bond check shall be forfeited.**

Contract award to purchase the materials covered in this bid document shall be construed under and governed by the laws of the State of Alabama and each party hereto irrevocably agrees to be subject to the jurisdictions of the courts of the State of Alabama.

The City's standard payment term is Net-30 Days from acceptance. Exception may be allowed for discounted early payment, such as 2%-10, Net 30 Days. The reference date for all such discounted early payment terms will be the date the invoice is received or the date the goods are received, whichever is later. In the event of a dispute the City's record shall prevail. **The City will not consider any bids requiring C.O.D. payments.**

Vendor (and its employees, agents and any subcontractors) shall not discriminate on the basis of race, color, national origin, or sex in the performance of the services contemplated hereunder. Failure by the Vendor to carry out these requirements is a material breach of its obligations, which may result in its termination or such other remedy as the City deems appropriate.

Vendor acknowledges and agrees that, consistent with federal law and City's public policy, it will encourage disadvantaged business enterprise (DBE) participation to the extent permitted by law. A "disadvantaged business enterprise" is a for-profit small business concern (i) at least 51% owned by one or more individuals who are both socially and economically disadvantaged or, in the case of a corporation, in which 51% of the stock is owned by one or more such individuals; and (ii) whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it. In accordance with federal law, a "socially and economically disadvantaged individual" includes African-Americans, Hispanic Americans, Native Americans, Asian-Americans, women, and any additional groups designated as socially and economically disadvantaged by the Federal Small Business Administration.

**Successful bidder acknowledges and agrees that the City has the right to deduct from total amount of consideration to be paid, if any, to the successful bidder under this agreement all unpaid, delinquent, or overdue license fees, taxes, fines, penalties and other amounts due the City from the successful bidder.**

**The City of Birmingham must have a copy of the successful bidder's current City of Birmingham business license prior to formal award of contract. Each bidder may submit a copy of his/her license along with his/her bid. However, bidder must provide a copy of his/her current business license no later than seven (7) working days of receipt of notice of intent to award. Failure to submit the requested information will result in the notice of intent to award being revoked.**

**Any successful bidder who is not currently set up as a vendor in the City of Birmingham vendor file will be required to submit a completed W-9 tax form prior to any award. The W-9 tax form may be submitted with your bid or no later than seven (7) working days of receipt of notice of intent to award.**

**Successful Vendor (located in the State of Alabama or located outside of the State of Alabama, but employs one or more employees within the State of Alabama) represents and warrants that it does not knowingly employ, hire for employment, or continue to employ an "unauthorized alien", as defined by the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, Act No. 2011-535 (H.B.56) of the Alabama Legislature, as amended from time to time (the "Act") and that, during the performance of this contract, Vendor shall participate in the E-Verify program as required under the term of the Act. Vendor agrees to comply with all applicable provisions of the Act. As a condition for the award of any contract, Vendor shall provide documentation establishing that the Vendor is enrolled in the E-Verify program, or a signed, written statement that the Vendor does not have a presence (one or more employees) in the State of Alabama. Vendor may submit applicable documentation with his/her bid or no later than seven (7) working days of receipt of notice of intent to award.**

Any questions concerning these specifications should be addressed to the Purchasing Division, Attn: Artelia Macon, Principal Buyer at (205) 254-2265 or Fax: (205) 254-2484, between the hours of 9:00 a.m. & 4:00 p.m. Monday thru Friday.

**SPECIFICATIONS**

**APPROXIMATELY THREE (3) OR MORE 2015/2016 MODEL**

**1/2 TON EXTENDED CAB**

**SHORT WHEEL BASE PICKUP**

**UNITED STATES ASSEMBLY**

**FOR**

**CITY OF BIRMINGHAM, ALABAMA**

The better of a three year 36,000 mile or the manufacturer's standard warranty will begin with the effective equipment in-service date, which may or may not be equal to the equipment delivery date, but will in no case be later than six months after equipment has been delivered. Vehicle will not be accepted with any dealer emblems affixed to vehicle.

Equipment recall notices should be mailed directly to Bob Rainey, Director, Equipment Management, 515 6th Avenue South, Birmingham, AL 35205.

All participating bidders shall mark conspicuously - compliance or non-compliance with an "X" in the appropriate column beside each specific item. Those items marked in the "NO" column must be explained in detail on the provided "Exceptions to Specifications" pages.

Questions should be addressed to Mr. Bob Rainey, Director, Equipment Management, c/o Mr. Ron Nickel, Purchasing Agent, Purchasing Division, 710 North 20th Street, Room P-100 First Floor, Birmingham, AL, 35203.

**GENERAL:** It is the intent of this specification to purchase three (3) ½ Ton Pickup Trucks from the existing stock of the successful bidder. The preferred colors are White, Gray or Silver. Delivery of these vehicles must be within seven calendar days from receipt of purchase order.

**BIDDER  
COMPLIANCE  
YES NO**

**Vendor to supply 3 sets of vehicle keys**

**Vendor to supply one copy each maintenance, operating, wiring manuals, and parts DVD or C.D.**

**APPROXIMATELY THREE OR MORE (3) 2015/2016 MODEL  
 1/2 TON EXTENDED CAB  
 SHORT WHEEL BASE PICKUP  
 PAGE TWO OF THREE**

**BIDDER  
 COMPLIANCE  
 YES NO**

<b>WHEEL BASE:</b>	139" Minimum	<input type="checkbox"/>	<input type="checkbox"/>
<b>GVW:</b>	6300 lbs. Minimum	<input type="checkbox"/>	<input type="checkbox"/>
<b>COLOR:</b>	White	<input type="checkbox"/>	<input type="checkbox"/>
<b>ENGINE:</b>	V6	<input type="checkbox"/>	<input type="checkbox"/>
<b>COOLING:</b>	Heavy duty cooling system	<input type="checkbox"/>	<input type="checkbox"/>
<b>FUEL TANK:</b>	25 Gallon Minimum	<input type="checkbox"/>	<input type="checkbox"/>
<b>TRANSMISSION:</b>	Automatic	<input type="checkbox"/>	<input type="checkbox"/>
<b>WHEELS/ TIRES:</b>	Five (5) LT 245/75R17	<input type="checkbox"/>	<input type="checkbox"/>
<b>BRAKES:</b>	4 Wheel ABS	<input type="checkbox"/>	<input type="checkbox"/>
<b>STEERING:</b>	Power	<input type="checkbox"/>	<input type="checkbox"/>
<b>SUSPENSION:</b>	Heavy duty with heavy duty shock absorbers, front and rear	<input type="checkbox"/>	<input type="checkbox"/>
	Front stabilizer bar	<input type="checkbox"/>	<input type="checkbox"/>
<b>TRUCK BED:</b>	6 1/2 foot with drop with sprayed bed liner	<input type="checkbox"/>	<input type="checkbox"/>
<b>CAB:</b>	Front bumper	<input type="checkbox"/>	<input type="checkbox"/>
	Vinyl bench seat	<input type="checkbox"/>	<input type="checkbox"/>
	All windows tinted	<input type="checkbox"/>	<input type="checkbox"/>
	Air conditioner, heater	<input type="checkbox"/>	<input type="checkbox"/>
	Dual windshield wipers with intermittent control	<input type="checkbox"/>	<input type="checkbox"/>
	Rubber floor covering	<input type="checkbox"/>	<input type="checkbox"/>
	Rear step bumper	<input type="checkbox"/>	<input type="checkbox"/>
	Body side molding	<input type="checkbox"/>	<input type="checkbox"/>
	Tilt steering	<input type="checkbox"/>	<input type="checkbox"/>
	Factory rubber floor mats	<input type="checkbox"/>	<input type="checkbox"/>

**APPROXIMATELY THREE OR MORE (3) 2015/2016 MODEL  
 1/2 TON EXTENDED CAB  
 SHORT WHEEL BASE PICKUP  
 PAGE THREE OF THREE**

**BIDDER  
 COMPLIANCE  
 YES NO**

**FACTORY TOWING**

**PACKAGE:** Include: wiring harness, Class III receiver hitch, towing and camper package

\_\_\_ \_\_\_

**ELECTRICAL:** 130 amp alternator  
 540 CCA battery

\_\_\_ \_\_\_

**LIGHTING:** To meet DOT standards

\_\_\_ \_\_\_

**BID AS ALTERNATE:**

**Alternate 1:**

Bid Regular Cab pickup as described above with vinyl 60/40 front bench seat, factory mats and drop in bed liner.

\_\_\_ \_\_\_

**Alternate 2:**

Bid Regular Cab pickup as described above with cloth seats, factory mats and drop in bed liner.

\_\_\_ \_\_\_

**FOB:** 515 6th Avenue South  
 Birmingham, AL 35205

**SPECIFICATIONS**  
**TWO (2) OR MORE 2015/2016 MODEL**  
**15 PASSENGER VANS**  
**UNITED STATES ASSEMBLY**  
**FOR**  
**CITY OF BIRMINGHAM, ALABAMA**

A three year or 36,000 mile bumper to bumper and a five year, 60,000 mile power train warranty period will begin with the effective equipment in-service date, which may or may not be equal to the equipment delivery date, but will in no case be later than six months after equipment has been delivered. All standard equipment to be included. Vehicle will not be accepted with any dealer emblems affixed to vehicle.

Equipment recall notices should be mailed directly to Bob Rainey, Director, Equipment Management, 515 6th Avenue South, Birmingham. AL 35205.

All participating bidders shall mark conspicuously - compliance or non-compliance with an "X" in the appropriate column beside each specified item. Those items marked in the "NO" column must be explained in detail on the provided "Exceptions to Specifications" pages.

Questions should be addressed to Mr. Bob Rainey, Director, Equipment Management, c/o Mr. Ron Nickel, Purchasing Agent, Purchasing Division, 710 North 20th Street, Room P-100 First Floor, Birmingham, AL, 35203.

**GENERAL:** It is the intent of this specification to purchase two 15 passenger vans from the existing stock of the successful bidder. Delivery of these vehicles must be within seven calendar days from receipt of purchase order.

**BIDDER  
COMPLIANCE  
YES NO**

**Vendor to supply 3 sets of vehicle keys**

— —

**Vendor to supply one copy each maintenance, operating, wiring manuals, and parts CD/DVD.**

— —

**APPROXIMATELY TWO (2) OR MORE 2015/2016 MODEL  
15 PASSENGER VANS  
PAGE TWO OF THREE**

**BIDDER  
COMPLIANCE  
YES NO**

<b>WHEEL BASE:</b>	Minimum 130"	<input type="checkbox"/>	<input type="checkbox"/>
<b>GVW:</b>	9,500 lb	<input type="checkbox"/>	<input type="checkbox"/>
<b>ENGINE:</b>	3.7 L, V-6 275 HP	<input type="checkbox"/>	<input type="checkbox"/>
<b>FUEL TANK:</b>	Minimum 25 gallons	<input type="checkbox"/>	<input type="checkbox"/>
<b>TRANSMISSION:</b>	Automatic	<input type="checkbox"/>	<input type="checkbox"/>
<b>WHEELS/TIRES:</b>	Five (5) P23575R16 highway tread	<input type="checkbox"/>	<input type="checkbox"/>
<b>BRAKES:</b>	Power with ABS	<input type="checkbox"/>	<input type="checkbox"/>
<b>STEERING:</b>	Power	<input type="checkbox"/>	<input type="checkbox"/>
<b>SUSPENSION:</b>	Standard	<input type="checkbox"/>	<input type="checkbox"/>
<b>CAB:</b>	Front and rear bumper door with movable door glass	<input type="checkbox"/>	<input type="checkbox"/>
	Sliding side cargo door with movable door glass	<input type="checkbox"/>	<input type="checkbox"/>
	Two (2) rear swing-out doors with glass	<input type="checkbox"/>	<input type="checkbox"/>
	Vinyl bucket seats	<input type="checkbox"/>	<input type="checkbox"/>
	All windows tinted	<input type="checkbox"/>	<input type="checkbox"/>
	Side window defogger	<input type="checkbox"/>	<input type="checkbox"/>
	Inside dome light and mirror	<input type="checkbox"/>	<input type="checkbox"/>
	Air bags, driver and front passenger	<input type="checkbox"/>	<input type="checkbox"/>
	Factory installed heater, defroster and air conditioner	<input type="checkbox"/>	<input type="checkbox"/>
	Rear air conditioner	<input type="checkbox"/>	<input type="checkbox"/>

**APPROXIMATELY TWO (2) OR MORE 2015/2016 MODEL  
15 PASSENGER VANS  
PAGE THREE OF THREE**

**BIDDER  
COMPLIANCE  
YES NO**

	Manual, folding mirrors	_____	_____
	Dual windshield wipers with intermittent wipers feature	_____	_____
	Electronic stability control	_____	_____
	Floor covering to be full length rubber	_____	_____
<b>LIGHTING:</b>	Meet DOT standards	_____	_____
<b>ELECTRICAL:</b>	106 AMP alternator	_____	_____
	<b>600 CCA battery</b>	_____	_____
<b>COLOR:</b>	To be selected from stock colors white is preferred	_____	_____
<b>OPTIONAL:</b>			
<b>EXTENDED WARRANTY:</b>			
	Five year or 100,000 mile bumper to bumper, original manufacturer warranty	_____	_____
	Five year or 100,000 mile power train original manufacturer warranty	_____	_____
<b>FOB:</b>	<b>515 6th Avenue South Birmingham, AL 35205</b>		

**BID FORM**

W. E. Caffee  
 Assistant Purchasing Agent  
 Birmingham, Alabama

Submitted below is my firm bid for pickup trucks and passenger vans for the City of Birmingham, in accordance with your invitation to bid and specifications dated September 2, 2015. Prices quoted are F.O.B. Birmingham, Alabama delivered and I am bidding in accordance with specification except as listed below.

Approx. Qty.	Description	Make/Model/Year	Unit Price	Extended Total
3	2015/2016 ½ Ton Extended Cab Short Wheel Base Pickup as per specification.		\$ _____	\$ _____
	<b>Alternate 1:</b> Regular cab pickup with 60/40 vinyl seat, factory mats and drop in bed liner.		\$ _____	\$ _____
	<b>Alternate 2:</b> Regular cab with cloth seats, factory mats and drop in bed liner.		\$ _____	\$ _____
2	2015/2016 15 passenger van as per specification.		\$ _____	\$ _____
	<b>Optional Features:</b>			
	<b>Extended Warranty</b> Five year or 100,000 mile bumper to bumper, original manufacturer warranty		\$ _____	
	Five year or 100,000 mile power train original manufacturer warranty		\$ _____	
			Total	\$ _____

I hereby certify that we do not discriminate in employment of our personnel against any persons on account of race, creed, color, sex, or national origins, and acknowledge, and agree, that the City encourages minority – and women – owned business participation to the maximum extent possible. This policy includes Historically Underutilized Business Enterprises such as architectural firms, engineering firms, investment banking firms, other professional service providers, and construction contractors as part of the City’s business, economic and community revitalization programs.

**EXCEPTIONS TO SPECIFICATIONS:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Date of Bid

\_\_\_\_\_  
 Company

\_\_\_\_\_  
 Street Address

\_\_\_\_\_  
 Post Office Box (Zip if different the street address)

\_\_\_\_\_  
Tax ID Number

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Name (Print or Type)

\_\_\_\_\_  
Terms of Payment

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Delivery Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Fax Number

Bidder acknowledges receipt of \_\_\_\_\_ addenda to the bid.  
(Number(s))