

**Event No. 7088 – Pickup Trucks
Bidder’s Checklist – Envelope Requirements**

This checklist shall be attached to the outside of the envelope of a bid. Failure to complete, sign, and attach this checklist may result in a bid being deemed nonresponsive. Nonresponsive bids will be returned to the vendor unopened.

Firm name: _____
 Contact person: _____
 Address: _____
 Phone number: _____
 Email address: _____

Envelope must contain the following documents:

Initials	Document
	Bid Proposal Form, Including Acknowledgement of Any Addenda
	Exception Sheet
	Contractor Affidavit and Agreement (Employee Eligibility Verification)
	Affidavit Verifying Status for City of Savannah Benefit Application
	Any Other Requirements as Stated in the Specs

By signing below, bidder is attesting that all items listed in the checklist above have been included in the envelope.

Signature: _____ Date: _____



PICKUP TRUCKS

EVENT NO. 7088

SPECIFICATIONS AND SPECIAL CONDITIONS

- 4.0 The purpose of these specifications is to describe requirements for full size pickup trucks for use by the City of Savannah.

To submit pricing electronically for this event, enter pricing for each line item shown under the lines tab on the event summary. To enter pricing manually, complete the attached bid proposal form. Manually submitted bids must be submitted on the bid proposal forms contained in these specifications in order to be considered.

A pre-bid conference has been scheduled to be conducted at the Purchasing Office, 301 West Oglethorpe Avenue, Savannah, Georgia, 31401. This meeting will allow contractors to discuss the specifications and resolve any questions and/or misunderstandings that may arise with City staff. You are invited to attend.

- 4.1 Full Size Trucks, ½ Ton Regular Cab; One Short Bed, Six Long Bed

4.1.1 Acceptable models:

- Ford F-series
- Chevrolet C-series
- Dodge Ram series

4.1.2 Regular cab with bench seat; vinyl upholstery

4.1.3 Engine: Gasoline

4.1.4 Transmission: Six-speed automatic

4.1.5 Power steering and brakes with four-wheel antilock brake system (ABS)

4.1.6 Towing package to include Class 4 receiver and two inch ball hitch, seven pin connector, four pin connector, eyes for safety chain

4.1.7 Rear step bumper

4.1.8 Electrical System: 90/130 AMP minimum alternator, 825 C.C.A. at 00F battery

4.1.9 AM/FM radio

4.1.10 Factory installed air conditioning

4.1.11 Tires: Manufacturer's standard for gross vehicle weight, include full-size spare wheel, tire, lug wrench, and jack

4.1.12 Fuel capacity: 25 gallons minimum

4.1.13 Over-the-rail spray-in bed liner, Line-X or equal

- 4.1.14 Color: White
- 4.1.15 Four sets of keys with four fobs
- 4.1.16 Power windows and power locks
- 4.1.17 Vehicle must be delivered with a half of tank of fuel minimum

4.2 Full Size Truck One $\frac{3}{4}$ Ton Super Cab Short Bed Pickup

- 4.2.1 Acceptable models
 - Ford F-series
 - Chevrolet C-series
 - Dodge Ram series
- 4.2.2 Interior: Bench style seat 40/20/40 (vinyl)
- 4.2.3 Engine: Gasoline powered
- 4.2.4 Transmission: Six-speed automatic with tow/haul mode
- 4.2.5 Power steering and brakes with four-wheel ABS
- 4.2.6 Towing package to include heavy duty suspension, and Class 4 receiver hitch, seven pin connector, four pin connector, eyes for safety chain, and two inch ball, electric brake controller, and telescopic trailer towing mirrors
- 4.2.7 Tires: Manufacturer's standard for gross vehicle weight, include full size spare wheel, tire, lug wrench, and jack
- 4.2.8 Electrical System: 130 AMP minimum alternator, 825 C.C.A. at 00F battery
- 4.2.9 AM/FM radio
- 4.2.10 Factory installed air conditioning
- 4.2.11 Cab steps full length, tubular
- 4.2.12 Fuel capacity: 25 gallons minimum
- 4.2.13 Over-the-rail spray-in bed liner, Line-X or equal
- 4.2.14 Rear step bumper
- 4.2.15 Color: Race Red
- 4.2.16 Body: One short bed
- 4.2.17 Four sets of keys with four fobs
- 4.2.18 Power windows and power locks
- 4.2.19 Vehicles must be delivered with a half of tank of fuel minimum

4.3 Full Size Truck Five ½ Ton Regular Cab Short Bed with 4x4

- 4.3.1 Engine: Gasoline powered
- 4.3.2 Electrical: 130 amp alternator, 750CCA maintenance-free battery
- 4.3.3 Transmission: Six speed automatic with tow/haul mode
- 4.3.4 Power steering
- 4.3.5 Brakes: Power brakes with four wheel disc and ABS
- 4.3.6 Towing package shall include:
 - Class 4 receiver hitch with two-inch ball hitch
 - Seven blade RV type electric connector, four pin connector
 - Eyes for safety chains
 - All units shall have electric brake controller pre-wired to trailer connector (factory installed if available) and telescopic trailer towing mirrors
- 4.3.7 Tires: Manufacturer's standard for gross vehicle weight, including full size spare tire and wheel, lug wrench and jack.
- 4.3.8 Fuel tank: 25 gallon minimum
- 4.3.9 AM/FM stereo radio
- 4.3.10 Air conditioning
- 4.3.11 Color: White
- 4.3.12 Interior: Regular cab with bench seat; vinyl upholstery
- 4.3.13 Four sets of keys with four Fobs
- 4.3.14 Power Windows and Power locks
- 4.3.15 Vehicles must be delivered with a half of tank of fuel minimum

4.4 Full Size Truck Three ½ Ton Crew Cab Short bed

- 4.4.1 Acceptable models
 - Ford F-series
 - Chevrolet C-series
 - Dodge Ram series
- 4.4.2 Interior: Bench style seat 40/20/40 (vinyl)
- 4.4.3 Engine: Gasoline powered
- 4.4.4 Transmission: Six-speed automatic with tow/haul mode
- 4.4.5 Power steering and brakes with four-wheel ABS

- 4.4.6 Towing package to include heavy duty suspension, and Class 4 receiver hitch, seven pin connector, four pin connector, eyes for safety chain, and two inch ball, electric brake controller, and telescopic trailer towing mirrors
 - 4.4.7 Tires: Manufacturer's standard for gross vehicle weight, include full size spare wheel, tire, lug wrench, and jack
 - 4.4.8 Electrical System: 130 AMP minimum alternator, 825 C.C.A. at 00F battery
 - 4.4.9 AM/FM radio
 - 4.4.10 Factory installed air conditioning
 - 4.4.11 Cab steps full length, tubular
 - 4.4.12 Fuel capacity: 25 gallons minimum
 - 4.4.13 Over-the-rail spray-in bed liner, Line-X or equal
 - 4.4.14 Rear step bumper
 - 4.4.15 Color: White
 - 4.4.16 Body: One Short bed
 - 4.4.17 Four sets of keys with four fobs
 - 4.4.18 Power windows and power locks
 - 4.4.19 Vehicles must be delivered with a half of tank of fuel minimum
- 4.5 All prices bid must be FOB Savannah location with all delivery and handling charges included.
- 4.6 Vendor shall supply a wireless fuel system for each vehicle. The system is from MECO Atlanta (770.448.6933) or MECO Savannah (912.233.4523) Each vehicle will require a Micro Data Pass PLUS, CAN (black) item #M09693B009 and a, Fuel Cube- antennae and security chip all-in-one Item #M09680B021. Vendor shall provide the cost of the parts in the price of the vehicle excluding the cost of installation. The City of Savannah will be responsible for the installation of the parts.
- 4.7 All vehicles and vehicular equipment delivered to the City must be accompanied by two copies of complete parts, shop repair, and operator's manuals. Actual hard copies of the manuals or a CD version are acceptable. The parts manuals must show all component parts including, but not limited to, component assemblies and their substitute components identified by manufactures part number. Any component or sub-assembly not manufactured by the O.E.M. must be identified including the name of the manufacturer of said component and said manufacturer's part numbers and nomenclature. All parts information must be specific to the unit delivered to the City. All shop repair manuals will include, but not be limited to the following. Complete disassembly instructions, adjustment and replacement procedures, wiring diagrams, hydraulic schematics (where applicable), hose routing, location and function of sensors, time standards where available, and trouble-shooting guide.
- 4.8 All vehicles must be accompanied by a factory recommended preventive maintenance schedule including procedures, time hour's mileage intervals, replacement part numbers, and fluid specifications.

- 4.9 The City reserves the right to order additional units outside of the number specified herein during the calendar year 2019 and 2020. If the vendor does not desire to provide the unit at the original bid price, the vendor is under no obligation to do so.
- 4.10 Previous model year vehicle (new, never titled) are acceptable, if available.
- 4.11 The successful bidder shall be responsible for applying for all Georgia tags and titles. Associated cost must be considered in the bid price.
- 4.12 No dealer advertising shall be on a vehicle.
- 4.13 Bids will be accepted from vehicle dealerships only. No bids from vehicle brokers will be considered.
- 5.0 General Conditions
- 5.1 The bid response shall include all documents required in the bidder's checklist.
- All referenced documents must be completed and returned in their entirety to constitute a complete bid.
- 5.2 Original invoices should be sent to:
- City of Savannah
Accounts Payable
P.O. Box 1027
Savannah, Georgia 31402
- 5.3 The vendor is responsible for determining and acknowledging any addenda issued in connection with this bid solicitation. All addenda issued for this event must be acknowledged in order for a bid to be considered.
- 5.4 To be awarded bids, vendors must be registered as suppliers on the City of Savannah's website at www.savannahga.gov.
- 5.5 This contract will be awarded to the vendor offering the lowest net price to the City, and meeting or exceeding all specifications herein.
- 5.6 All bids must be submitted in **DUPLICATE**.

EXCEPTION SHEET

Event #7088

If the commodity(ies) and/or services proposed in the response to this bid is in anyway different from that contained in this proposal or bid, the bidder is responsible to clearly identify by specification section number, all such differences in the space provided below. Otherwise, it will be assumed that bidder's offer is in total compliance with all aspects of the proposal or bid.

Below are the exceptions to the stated specifications:

Date

Signature

Company

Title

BID PROPOSAL FORM

(SUBMIT AS THE COVER SHEET)

City of Savannah Purchasing Division
301 W. Oglethorpe Ave
2nd floor, Traub Room
Savannah, Georgia 31405
ATTN: Purchasing Director

EVENT NUMBER: 7088

Business Location: (Check One)

Chatham County
 City of Savannah
 Other

ALL BIDDERS MUST BE REGISTERED VENDORS ON THE CITY'S WEBSITE TO BE AWARDED AN EVENT. PLEASE REGISTER AT WWW.SAVANNAHGA.GOV.

MANUALLY SUBMITTED BIDS MUST BE SUBMITTED ON THIS BID PROPOSAL FORM IN ORDER TO BE CONSIDERED.

Name of Bidder: _____

Street Address: _____

City, State, Zip Code: _____

Phone: _____ Fax: _____

Email: _____

DO YOU HAVE A BUSINESS TAX CERTIFICATE ISSUED IN THE STATE OF GEORGIA? (CHECK ONE) YES: _____ NO: _____

**FROM WHAT CITY/COUNTY _____
TAX CERTIFICATE #: _____ FED TAX ID #: _____**

**INDICATE LEGAL FORM OF OWNERSHIP OF BIDDER (STATISTICAL PURPOSES ONLY):
CHECK ONE: _____ CORPORATION _____ PARTNERSHIP
_____ INDIVIDUAL _____ OTHER (SPECIFY: _____)**

**Do you plan to subcontract any portion of this project? Yes _____ No _____
If yes, please complete the attached schedule of DBE participation. Also complete the schedule if you will be using any DBE suppliers.**

ADDENDA ACKNOWLEDGEMENT

My signature below confirms my receipt of all addenda issued for this proposal.

Signature

*This acknowledgement is separate from my signature on the fee proposal form. My signature on the fee proposal form will not be deemed as an acknowledgement of addenda.

THE UNDERSIGNED PROPOSES TO FURNISH THE FOLLOWING ITEMS IN STRICT CONFORMANCE TO THE BID SPECIFICATIONS AND BID INVITATION ISSUED BY THE CITY OF SAVANNAH FOR THIS BID. ANY EXCEPTIONS ARE CLEARLY MARKED IN THE ATTACHED COPY OF BID SPECIFICATIONS.

ITEM NO	DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	TOTAL
1	Full Size Trucks, 1/2 Ton, Long Bed	6 Each		
2	Full Size Trucks, 1/2 Ton, Short Bed	1 Each		
3	Full Size Trucks, 3/4 Ton Super Cab Short Bed, Race Red	1 Each		
4	Full Size Trucks, 1/2 Ton Short Bed W/4WD	5 Each		
5	Full Size Trucks, 1/2 Ton Crew Cab Short Bed	3 Each		

TOTAL BID \$ _____

PAYMENT TERMS: PLEASE CHECK ONE AND FILL IN BLANKS

(Minimum of 10 working days must be allowed for discount to be considered in bid award)

___ Less ___ % ___ Days Prompt Payment Discount (if offered) (_____)

___ Net - 30 Days (no discount offered) - 0 -

TOTAL NET BID \$ _____

TIME REQUIRED FOR DELIVERY AFTER RECEIPT OF ORDER: _____ DAYS

I certify this bid complies with the General and Specific Specifications and Conditions issued by the City except as clearly marked in the attached copy.

Please Print Name

Authorization Signature

Date

SECTION 01310
DISADVANTAGED BUSINESS EMPLOYMENT PROVISIONS

The City of Savannah actively encourages employment and participation of small and disadvantaged businesses in all City contracts. Attention of the bidders is called to contract conditions contained herein pertaining to non-discrimination, equal employment opportunity, subcontracts, and opportunities for project area residents.

It is the policy of the City of Savannah that disadvantaged business enterprises (DBEs) be given fair opportunity to participate in the performance of services for the City, and that prime contractors utilize DBE subcontractors and suppliers to the fullest extent possible consistent with the efficient performance of the contract. The City of Savannah has not established a DBE goal for this project; however DBE participation is encouraged wherever possible.

The following resources are available to aid bidders:

The State of Georgia Department of Transportation maintains a website listing of Disadvantaged Business Enterprises located at www.dot.ga.gov/PS/Business/DBE

Chatham County Purchasing Department maintains a listing of Disadvantaged Business Enterprises to include Contractors, Consultants and Suppliers. Contact (912) 652-7860.

GA Tech Procurement Assistance Center maintains a listing of Disadvantaged Business Enterprises to include Contractors, Consultants and Suppliers. Contact (912) 963-2524.

Savannah/Hilton Head International Airport Commission maintains a listing of Disadvantaged Business Enterprises to include Contractors, Consultants and Suppliers. Contact (912) 964-0514 or visit the website at www.savannahairport.com

Small Business Assistance Corporation maintains a listing of Disadvantaged Business Enterprises to include Contractors, Consultants and Suppliers. Contact (912) 232-4700 or visit the website at www.sbacsav.com.

NON-DISCRIMINATION STATEMENT

The prime contractor / bidder certifies that:

- (1) No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, color, national origin, or gender in connection with any bid submitted to the City of Savannah or the performance of any contract resulting therefrom;
- (2) That it is and shall be the policy of this Company to provide equal opportunity to all business persons seeking to contract or otherwise interested in contracting with this Company, including those companies owned and controlled by racial minorities, cultural minorities, women, and individuals belonging to other socially and economically disadvantaged groups;
- (3) In connection herewith, we acknowledge and warrant that this Company has been made aware of, understands and agrees to take affirmative action to provide such companies with the maximum practicable opportunities to do business with this Company;
- (4) That this promise of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;
- (5) That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made as part of and incorporated by reference into any contract or portion thereof which this Company may hereafter obtain and;
- (6) That the failure of this Company to satisfactorily discharge any of the promises of non-discrimination as made and set forth herein shall constitute a material breach of contract entitling the City of Savannah to declare the contract in default and to exercise any and all applicable rights and remedies including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and or forfeiture of compensation due and owing on a contract.

Signature

Title

CONTRACTOR AFFIDAVIT AND AGREEMENT
Employment Eligibility Verification

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Savannah has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Savannah, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Savannah at the time the subcontractor(s) is retained to perform such service.

EEV / Basic Pilot Program* User Identification Number

BY:

Contractor Name

Date

Signature of Authorized Officer or Agent

Printed Name of Authorized Officer or Agent

Title of Authorized Officer or Agent of Contractor

*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).
* * * * *

Instructions for Completing Contractor Affidavit and Agreement Form

As required under Senate Bill 529 – “Georgia Security and Immigration Compliance Act” of 2006, O.C.G.A. Section 2, Article 3 13-10-91, public employers, their contractors and subcontractors are required to verify the work eligibility of all newly hired employees through an electronic federal work authorization program. The Georgia Department of Labor has added a new Chapter 300-10-1, entitled "Public Employers, Their Contractors and Subcontractors Required to Verify New Employee Work Eligibility Through a Federal Work Authorization Program," to the Rules and Regulations of the State of Georgia. (See website: http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf.) The new rules designate the “Employment Eligibility Verification (EEV) Basic Pilot Program” operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security as the electronic federal work authorization program to be utilized for these purposes. The EEV/Basic Pilot Program can be accessed at: <https://everify.uscis.gov/enroll/StartPage.aspx?JS=YES>. Bidders shall comply with this new rule and submit with your bid the attached “Contractor Affidavit and Agreement.”

Affidavit Verifying Status for City of Savannah Benefit Application

By executing this affidavit under oath, as an applicant for a City of Savannah, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for a City of Savannah contract for _____. [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1.) _____ I am a citizen of the United States.

OR

2.) _____ I am a legal permanent resident 18 years of age or older.

OR

3.) _____ I am an otherwise qualified alien (8 § USC 1641) or nonimmigrant under the Federal Immigration and Nationality Act (8 USC 1101 *et seq.*) 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant: _____ Date _____

Printed Name: _____

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
____ DAY OF _____, 20____

* _____
Alien Registration number for non-citizens.

Notary Public
My Commission Expires:

***Instruction for Completing Systematic Alien Verification
for Entitlement (SAVE) Form***

O.C.G.A. § 50-36-1, requires Georgia's cities to comply with the federal **Systematic Alien Verification for Entitlements (SAVE) Program**. SAVE is a federal program used to verify that applicants for certain "public benefits" are legally present in the United States. Contracts with the City are considered "public benefits." Therefore, the successful bidder will be required to provide the Affidavit Verifying Status for City of Savannah Benefit Application prior to receiving any City contract. The affidavit is included as part of this bid package but is only required of the successful bidder.