

**RFP # 2022-06**

**REQUEST FOR PROPOSAL**

**TO PROVIDE**

**2023/2024 MODEL YEAR ½ TON PICKUP**

**FOR**

**SCHOOLCRAFT COUNTY ROAD COMMISSION**

**RELEASE DATE: May 10, 2022**

**DUE DATE: June 07, 2022**

- 1. Statement of Purpose:** Schoolcraft County Road Commission (the “Commission”) is requesting proposals for a 2023 or 2024 model year ½ ton pickup.
- 2. Background Information:** The Commission is located in Manistique, MI. It is responsible for the maintenance of the County road system and certain State Trunkline roads located within or adjacent to the County. The Commission has the authority for construction, reconstruction, operating and maintenance of those roads.
- 3. Instructions:** All bids should include the following information:
  - Product Specifications (Section #4 below)
  - Price: \_\_\_\_\_
  - Payment Terms: \_\_\_\_\_
  - Purchase Agreement Type (direct purchase and/or lease): \_\_\_\_\_
  - Lease Contract and Terms: \_\_\_\_\_
  - Shipping Terms: \_\_\_\_\_
  - Delivery Date: \_\_\_\_\_
  - Signature for Acceptance: (Section #14 below)
- 4. Bid Specifications:**

- Full size ½ ton Crew Cab or equivalent Yes\_\_\_\_\_ No\_\_\_\_\_
- Model Year 2023 or 2024 Yes\_\_\_\_\_ No\_\_\_\_\_
- LTZ Trim or equivalent Yes\_\_\_\_\_ No\_\_\_\_\_
- Standard Box (6' preferred) please specify box size Box: \_\_\_\_\_
- Engine V6 or V8 Gas Yes\_\_\_\_\_ No\_\_\_\_\_
- Automatic Transmission Yes\_\_\_\_\_ No\_\_\_\_\_
- Remote Start Yes\_\_\_\_\_ No\_\_\_\_\_
- 4 Wheel Drive (electronic shift on the fly) Yes\_\_\_\_\_ No\_\_\_\_\_
- Limited Slip Differential Yes\_\_\_\_\_ No\_\_\_\_\_
- Disc Brakes (front & rear) Yes\_\_\_\_\_ No\_\_\_\_\_
- 4 Wheel ABS Brakes Yes\_\_\_\_\_ No\_\_\_\_\_
- Trailer Tow Package Yes\_\_\_\_\_ No\_\_\_\_\_
- 18" Aluminum Wheels and All-Season Tread Tires Yes\_\_\_\_\_ No\_\_\_\_\_
- Multi-Function Tailgate Yes\_\_\_\_\_ No\_\_\_\_\_
- Cruise Control Yes\_\_\_\_\_ No\_\_\_\_\_
- Air Conditioning Yes\_\_\_\_\_ No\_\_\_\_\_
- Tilt Steering Wheel Yes\_\_\_\_\_ No\_\_\_\_\_
- Power Windows Yes\_\_\_\_\_ No\_\_\_\_\_
- Tinted Glass Yes\_\_\_\_\_ No\_\_\_\_\_
- AM/FM Radio Yes\_\_\_\_\_ No\_\_\_\_\_
- Driver 1/Driver 2 Yes\_\_\_\_\_ No\_\_\_\_\_
- Backup Camera Yes\_\_\_\_\_ No\_\_\_\_\_
- Heated Rear Window and Mirrors Yes\_\_\_\_\_ No\_\_\_\_\_
- 40/20/40 Bench Seat with Arm Rest and Lumbar Yes\_\_\_\_\_ No\_\_\_\_\_
- Heated Seats Yes\_\_\_\_\_ No\_\_\_\_\_
- Color (Red Preferred) please specify color Color: \_\_\_\_\_
- Warranty (please include all warranty details in separate document)  
Yes\_\_\_\_\_ No\_\_\_\_\_
- Delivery FOB destination Schoolcraft County Road Commission Manistique  
Garage Yes\_\_\_\_\_ No\_\_\_\_\_

**5. Requirements for Bid Submission:** The Bidder shall submit their bid(s) by certified mail or in person in a **sealed** envelope. The envelope should be addressed as shown below:

Attn: Jean Vanderville  
 Sealed Bid  
 RFP # 2022-06 2023/2024 Model Year ½ Ton Pickup  
 Schoolcraft County Road Commission  
 332N East Road

Manistique, MI 49854

6. **Deadline for Submission:** Bids should be delivered to the Commission at the address specified above no later than 2:00 pm June 07, 2022.
7. **Late Bids:** Any bids received by the Commission after the deadline will be disqualified and will be returned unopened to the Bidder.
8. **Bid Opening:** The Commission will open all bids received by the deadline at a public bid opening to be held on June 07, 2022 at 2:15 pm. The following information will be read at the bid opening:
  - Name of Bidder
  - Price
  - Items offered and exceptions, if applicable
  - Payment Terms
  - Shipping Terms
  - Delivery Date
9. **The Manner to Compare Bids:** The Commission will evaluate all bids and may request to inspect the equipment prior to awarding the bid. The Commission will make its decision based on the product meeting the requested specifications, price, quality, and the service history of the Company if applicable.
10. **Award of Bid:** The Commission will award the bid to the bidder who submits a responsive bid that is the most advantageous to the public. A responsive bid is one which is in substantial conformance with the specifications and requirement in the Request for Bids. Examples of nonresponsive bidders are:
  - **The bid does not conform with required delivery schedule**
  - **A qualification of their price**
  - **A qualification of the Commission's standard terms and conditions**
  - **Failure to furnish bond surety if applicable**
  - **Failure to follow the instructions to bidders**

When applicable, the Commission will consider in the evaluation not only the net cost, but also evaluate the anticipated cost for operating the bid item, including the expenses associated with the administration of the item. Life cycle costing, which is also known as total cost buying, takes into consideration the cost of maintenance on a guaranteed basis for a predetermined active life of the item, as well as the original cost.

There is no obligation to award to a bidder that does not meet the specifications. The

Commission reserves the right to award the bid in the best interest of the Commission; the right to waive irregularities in any bid; and the right to reject any or all bids.

The Commission will award the bid at its public Board Meeting to be held on June 08, 2022 at 7:00 am.

**11. Bidders List:** Failure to answer will result in removal from the Bidder's List.

**12. Bid Sheet:** The undersigned proposes to furnish any and all materials, labor, and equipment necessary for the purchase of a 2023/2024 model year ½ ton pickup as specified in the Request for Proposal for the prices below.

Project: **2023/2024 ½ Ton Pickup**

½ Ton Pickup	LS	_____
Delivery	LS	_____
Total Cost Estimate		_____

**13. Bidder Signature:** I hereby swear that I am an agent of the bidder and I am able to act in the name of the bidder and have the authority to sign for the company represented.

By my signature on this document, I hereby state that all the information I have provided is true, accurate and complete.

I hereby state that I have not communicated with, nor otherwise colluded with any other bidder, I have not made any agreement with, nor offered or accepted anything of value from any official or employee of Schoolcraft County Road Commission that would tend to destroy or hinder free competition or otherwise compromise the bid process.

I hereby acknowledge the bidding proposal is an offer of contract extended to the Commission, and, upon acceptance by the Commission as duly reflected in its minutes and executed by signature in the Acceptance Section # 12 of the bidding proposal in the space provided, constitutes a binding contract between the undersigned bidder and the Commission effective immediately upon the date of the Board's meeting which reflects acceptance or the date as stated on this proposal, whichever is later.

\_\_\_\_\_  
Agent Name (printed)

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Agent Signature

\_\_\_\_\_  
Address

\_\_\_\_\_
Date

\_\_\_\_\_
City, State, Zip Code

\_\_\_\_\_
Phone Number

\_\_\_\_\_
Tax Identification Number

\_\_\_\_\_
Email Address

14. Acceptance Signature: Motion by \_\_\_\_\_, supported by
\_\_\_\_\_ to accept the bid of 2022-06 1/2 Ton Pickup from
\_\_\_\_\_ in the amount of \_\_\_\_\_ on this \_\_\_\_\_ day of
\_\_\_\_\_, 2022. Upon roll call vote,

Chairperson: \_\_\_\_\_

Vice-Chairperson: \_\_\_\_\_

Member: \_\_\_\_\_

Member: \_\_\_\_\_

Member: \_\_\_\_\_

\_\_\_\_\_
Board Chairman

\_\_\_\_\_
Managing Director

During the performance of this contract, the contractor, for itself, its assignees and successors, in interest (hereinafter referred to as the “contractor”) agrees, as follows:

- 1) **Compliance with Regulations:** The contractor shall comply with Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- 2) **Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials in the discrimination prohibited by Section 21.5 of the Regulation, including employment practices when the contractor covers a program set forth in Appendix B of the Regulations.
- 3) **Solicitation for Subcontracts, Including Procurements Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor’s obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
- 4) **Information and Reports:** The contractor shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the State Highway Department of the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the State Highway Department or the Federal Highway Administration, as appropriate, and shall set forth what efforts it has made to obtain the information.
- 5) **Sanctions for Noncompliance:** In the event the contractor’s noncompliance with the nondiscrimination provisions of this contract, the State Highway Department shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
  - a. Withholding payments to the contractor under the contract until the contractor complies and/or
  - b. Cancellation, termination, or suspension of the contract, in whole or in part.
- 6) **Incorporation of Provisions:** The contractor shall include provisions of Appendix A in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the State Highway Department or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the State Highway Department to enter into such litigation to protect the interests of the State, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.