



## MEMORANDUM

TO: Prospective Bidders

FROM: William P. Gilliland, Purchasing Director

RE: Request for Bid - #06-15

DATE: January 26, 2015

Enclosed you will find the necessary information for preparing and submitting your bid for **One (1) Marked Police Pursuit Tahoe, Supervisor Vehicle** for the City of Rome Police Department.

The deadline for submitting your bid is **February 19, 2015 at 2:00 p.m. Local time**. All questions regarding this bid should be sent to Bill Gilliland via e-mail [bgilliland@rome.ga.us](mailto:bgilliland@rome.ga.us). All questions and answers will be posted on the City website [www.romefloyd.com](http://www.romefloyd.com). It is the responsibility of the vendor to visit the site often to insure receipt of any new information that may be posted.

If you have further questions, please do not hesitate to call my office at 706-236-4410.

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William P. Gilliland  
Purchasing Director

601 Broad Street • PO Box 1433 • Rome, Georgia 30162-1433  
phone: 706/236-4410 • fax: 706/236-4549

[www.rome.ga.us](http://www.rome.ga.us)

## INSTRUCTIONS FOR BIDDERS

I. Bids must be received by **February 19, 2015 at 2:00 p.m.**

II. Bids must be delivered to:

City of Rome  
601 Broad Street  
P.O. Box 1433  
Rome, Georgia 30162

III. Bids must be sealed and marked:

**“Police Pursuit Vehicle/Tahoe or equal”  
Bid# 06-15**

IV. Bids must be complete and include:

- A. Completed Bid Proposal Form
- B. Executed Affidavit of Non-Collusion
- C. Executed Certificate of Non-Discrimination
- D. Executed Bidder’s Declaration
- E. SAVE Document
- F. Request for Taxpayer I.D. Number
- G. E-Verify

All bids submitted shall be subject to acceptance or rejection and the City of Rome specifically reserves the right to accept or reject any or all bids, to waive any technicalities and formalities in the bidding.

Bidder shall submit all required forms and information simultaneously with sealed bids, which forms and information become a part of the property of the City of Rome and will not be returned to bidders unless a written request to withdraw is received prior to **February 19, 2015 @ 2:00 p.m.**

V. Payment

When contracts are awarded, payment by the City of Rome will be the normal 30-day cycle. However, the City does make every effort to honor all discounts.

### REQUIREMENTS FOR BIDDERS

These items apply to and become a part of the terms and conditions of the bidders bid. Any exceptions must be in writing.

Notice is hereby given that the City of Rome will receive sealed bids from interested parties until **February 19, 2015 at 2:00 p.m.** at its offices located at 601 Broad Street, Rome, Georgia 30162-1433.

Any bids received thereafter will not be considered.

Bids will be publicly opened and read at the City of Rome Purchasing Department located at 601 Broad Street on the day and at the hour specified.

The purchaser may consider as non-responsive, any bid in which there is an alteration of, or departure from the bid form hereto attached.

The bid will be awarded to the lowest reliable bidder complying with the conditions of the invitation for bid. The bidder to whom award is made will be notified at the earliest possible date. The purchaser reserves the right to reject the bid of a bidder who has previously failed to perform properly or complete on time, contracts of a similar nature, or the bid of a bidder who, in the sole opinion and discretion of the purchaser is not in a position to perform the contract, or whose name appears on the United States Comptroller General's list of ineligible contractors.

Bids may be withdrawn by written or faxed request, provided such withdrawals are received prior to bid opening date.

NOTE: Unless stated on the bid form the bid submitted will assume all specifications will be met. Please note on the bid form all exceptions.

**SPECIFICATION**  
**2015 OR CURRENT PRODUCTION MODEL**

**ONE (1) TAHOE, POLICE PURSUIT, 4-DOOR  
SUPERVISOR VEHICLE**

- A. SCOPE: This specification covers **Chevrolet Tahoe 4-Door Police Pursuit SUV's or equal** having excellent acceleration, speed, braking, and handling performance.
  
- B. VENDOR INFORMATION: Police Pursuit vehicles shall be equipped with factory installed Police Packages plus additional dealer installed items listed below. Unless otherwise noted, vehicles shall be comparable with the following basic requirements. Bidders shall indicate EXACTLY what they are offering under "BIDDER'S RESPONSE."
  
- C. BASIC REQUIREMENTS:

<u>VEHICLES</u>		<u>BIDDER'S RESPONSE</u>
Identity	Make: Chevrolet	_____
	Model: Tahoe PPV	_____
Police Package	PPV CC10706 or equal	_____
Engine	5.3 Liter, 320 Horsepower V-8 E-85 Flex-Fuel Capable	_____
Engine Cooling	Police Pursuit, Heavy Duty cooling	_____
Fuel System	Compatible with engine	_____
Transmission	6 speed automatic Police Pursuit	_____
Suspension	Heavy duty, Police Pursuit	_____
Stabilizers	Heavy duty, Police Pursuit	_____
Differential	Heavy duty Police Pursuit	_____

**BIDDERS RESPONSE**

Drive Axle	Heavy Duty-Police Pursuit	_____
Steering	Power assisted, Heavy Duty Police Pursuit	_____
Safety	Dual air bags, Dual side air bags Restraints	_____
Spotlights	Factory installed spotlight Driver side	_____
Alternator	160 AMP minimum, heavy duty Police Pursuit	_____
Battery	Dual Batteries	_____
Wheels	Steel slotted type	_____
Power Door Locks & Windows	Driver controlled only, Rear doors and rear windows must be operable with capability to reconnect	_____
Air Conditioning	Dual Zone, Front and Rear	_____
Tires	P265/60R17 All Season Tires high speed rated, police type, tubeless radial, blackwall	_____
Radio	AM/FM stereo clock/single CD antenna & speaker, factory installed	_____
Seats and Upholstery Front seat:	Bucket seats, Cloth- 6 way Power Driver Seat Dark Charcoal in color	_____
Floor Covering	Rubber floor covering W/Front & Rear Floor Mats	_____
Glass	Tinted, all glass	_____

**BIDDERS RESPONSE**

Mirror	Inside-day/night type Outside—LH and RH remote Controlled, Heated—for frost removal	_____
Paint (exterior)	Black with Silver and gold graphics As shown in photos	_____
Molding	Body color side molding	_____
Dome Light	Beam lamps dome mounted on rearview mirror	_____
Speedometer	0-140 MPH, certified calibration	_____
Windshield Washer	Manufacturer’s standard	_____
Windshield Wipers	Multi-speed, intermittent	_____
Rear Windows	Electric Grid, rear window defrost	_____
Locks	Two (2) Remote entry Key Fob w/spare key	_____
Sun visors	Padded, LH & RH	_____
Hood Release	Inside mounted	_____
Parking Brake	Warning light or automatic release	_____
Tire Changing	Jack, base plate & lug wrench	_____
Air Conditioner	Factory installed	_____
Shop Manual	One copy to be furnished with first vehicle delivered to City of Rome	_____
Warranty	Vehicle, and all equipment: Fully Warranted against defective materials workmanship for not less than 12 months or 12,000 miles from date of placement into service by the City of Rome, Georgia	_____

**NOTE: It is the intention of this specification to identify all necessary after market equipment to be provided to the City of Rome Police Department with one (1) Supervisor Police Pursuit SUV. Vehicles should be fully equipped as requested. However, any component not identified that is required and necessary to insure proper operation of equipment provided must be included whether stated or not. All vehicles should be delivered with all equipment operable and ready for service. The Police radio, camera and computer will be provided and installed by the City.**

**All additional items including installation should be itemized separately, but should be included in the total bid price provided.**

**BIDDERS RESPONSE**

**After market installed options: One (1) Supervisor SUV**

- RPD Graphics : As indicated by photos, Reflective Grade Local Dealer, Trim Ideas, 706-290-3401 (has graphics on file) See attached Photos \_\_\_\_\_
- Push Bumper: Rhino push bumper with wraps PN#3160MB Without wraps---- Provide a deduct w/o wraps. Two front and two side facing lights, LED-Whelen IONS to match existing equipment. \_\_\_\_\_
- Console: Havis console package w/cup holder & arm PN# PKG-CON-132 \_\_\_\_\_
- Whelen Liberty, SX2BBBB, Full light bar, all blue series Low profile only. Six (6) LED Blue, Traffic Advisor, take down and alley lights. \_\_\_\_\_
- Brooking- 4- corner LED-Drop In -HAL-09B \_\_\_\_\_
- Whelen- wig wag headlight flasher Unit-SSFPOS16 \_\_\_\_\_
- Whelen- siren & switchbox 3 slide & 6 switches-295SLSA6 to match existing equipment. \_\_\_\_\_
- Whelen- siren speaker – SA315P \_\_\_\_\_
- Whelen- speaker bracket –SAK24 \_\_\_\_\_
- SHO-ME- 3-12V accessory outlet #14.0553 \_\_\_\_\_

- Operator protection: Setina Body Guard SL10S with front and rear petition. Black-Rac single mounted to the cage for ASR-15.
- 

- . Two (2) Whelen IONS around the tag area. One (1) Two head Dominator in the hitch area.
- 

**The photos provided as part of this bid are to demonstrate the look expected with the graphics installed.**

**Vehicles are to be FOB Delivered—100 Vaughn, Rome, Georgia 30161.**

**BID FORM**

TO: City of Rome – Purchasing Department  
P.O. Box 1433  
601 Broad Street  
Rome, Georgia 30162-1433  
ATTN: WILLIAM P.GILLILAND

**BID PKG. “06-15      “Police Pursuit SUV”**

<b>Quantity</b>	<b>Description</b>	<b>Unit Price</b>	<b>Total</b>
1	Police Pursuit/Tahoe Supervisor	_____	_____

TOTAL COST: \_\_\_\_\_

Expected Delivery Date: \_\_\_\_\_ Delivery FOB Rome Georgia

All bids submitted shall be subject to acceptance or rejection and the City of Rome specifically reserves the right to accept or reject any or all bids, to waive any technicalities and formalities in the bidding.

The undersigned understands that any conditions stated above, clarifications made to the above or information other than that requested should be under separate cover and to be considered only at the discretion of the Purchasing Department.

\_\_\_\_\_  
Name of Individual, Partner  
or Corporation

\_\_\_\_\_  
Company

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
Authorized Signature

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

\_\_\_\_\_  
Company phone number

BIDDERS DECLARATION

The bidder understands, agrees and warrants:

That the bidder has carefully read and fully understands the full scope of the specifications:

That the bidder has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.

That the bidder has liability insurance and a declaration of insurance form is included in the bid package.

That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to **February 19, 2015 at 2:00 p.m.** but may not be withdrawn after such date and time.

That the City of Rome reserves the right to reject any or all bids and to accept that bid which will, in its opinion, best serve the public interest. The City of Rome reserves the right to waive any technicalities and formalities in the bidding.

That by submission of this bid the bidder acknowledges that the City of Rome has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the bidder.

If a partnership, a general partner must sign.

If a corporation, the authorized corporate officer(s) must sign and the corporate seal must be affixed to this bid.

BIDDER:

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

AFFIX CORPORATE SEAL (If Applicable)

CERTIFICATE OF NON-DISCRIMINATION

In connection with the performance of work under this contract, the bidder agrees as follows:

The bidder agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, ancestry or disability. The vendor shall take affirmative action to insure that employees are treated without regard to their race, creed, color, sex, national origin, ancestry or disability. Such action shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruiting or recruitment, advertising, lay-off or termination, rates of pay or other compensation and selection for training, including apprenticeship.

In the event of the bidder's non-compliance with this non-discrimination clause, the contract may be canceled or terminated by the City of Rome. The bidders may be declared, by the City of Rome, ineligible for further contracts with the City of Rome until satisfactory proof of intent to comply shall be made by the vendor.

The bidder agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

\_\_\_\_\_  
BIDDER

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE

NON-COLLUSION AFFIDAVIT

The following affidavit is to accompany the bid:

STATE OF

COUNTY OF

Owner, Partner or Officer of Firm

Company Name, Address, City and State

Being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the bidder to submit the attached bid. Affidavit further states as bidder, that they have not been a party to any collusion among bidders in restraint of competition by agreement to bid at a fixed price or to refrain from bidding; or with any office of the City of Rome or any of their employees as to quantity, quality or price in the prospective contract; or any discussion between bidders and any official of the City of Rome or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed bid for:

FIRM NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_

NOTARY PUBLIC

## Request for Taxpayer Identification Number and Certification

Give this form to  
the requester. Do  
NOT send to IRS.

Please print or type	Name (If joint names, list first and circle the name of the person or entity whose number you enter in Part I below. See instructions on page 2 if your name has changed.)	
	Business name (Sole proprietors see instructions on page 2.) (If you are exempt from backup withholding, complete this form and enter "EXEMPT" in Part II below.)	
	Address (number and street)	List account number(s) here (optional)
	City, state, and ZIP code	

<p><b>Part I Taxpayer Identification Number (TIN)</b></p> <p>Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). For sole proprietors, see the instructions on page 2. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How To Obtain a TIN</i> below.</p> <p><i>Note: If the account is in more than one name, see the chart on page 2 for guidelines on whose number to enter.</i></p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Social security number</td> </tr> <tr> <td style="text-align: center;"> <table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 10%; text-align: center;"> </td> </tr> </table> </td> </tr> <tr> <td style="text-align: center;">OR</td> </tr> <tr> <td style="text-align: center;">Employer identification number</td> </tr> <tr> <td style="text-align: center;"> <table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 10%; text-align: center;"> </td> </tr> </table> </td> </tr> </table>	Social security number	<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 10%; text-align: center;"> </td> </tr> </table>											OR	Employer identification number	<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 10%; text-align: center;"> </td> </tr> </table>											<p><b>Part II For Payees Exempt From Backup Withholding (See Exempt Payees and Payments on page 2)</b></p> <p>Requester's name and address (optional)</p>
Social security number																										
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**Certification.**—Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.

**Certification instructions.**—You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because of underreporting interest or dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, the acquisition or abandonment of secured property, contributions to an individual retirement arrangement (IRA), and generally payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (Also see *Signing the Certification* on page 2.)

<b>Sign Here</b>	Signature ►	Date ►
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*Section references are to the Internal Revenue Code.*

**Purpose of Form.**—A person who is required to file an information return with the IRS must obtain your correct TIN to report income paid to you, real estate transactions, mortgage interest paid, the acquisition or abandonment of secured property, or contributions you made to an IRA. Use Form W-9 to furnish your correct TIN to the requester (the person asking you to furnish your TIN) and, when applicable, (1) to certify that the TIN you are furnishing is correct (or that you are waiting for a number to be issued), (2) to certify that you are not subject to backup withholding, and (3) to claim exemption from backup withholding if you are an exempt payee. Furnishing your correct TIN and making the appropriate certifications will prevent certain payments from being subject to backup withholding.

*Note: If a requester gives you a form other than a W-9 to request your TIN, you must use the requester's form.*

**How To Obtain a TIN.**—If you do not have a TIN, apply for one immediately. To apply, get Form SS-5, Application for a Social Security Card (for individuals), from your local office of the Social Security Administration, or Form SS-4, Application for Employer Identification Number (for businesses and all other entities), from your local IRS office.

To complete Form W-9 if you do not have a TIN, write "Applied for" in the space for the TIN in Part I, sign and date the form, and give it to the requester. Generally, you will then have 60 days to obtain a TIN and furnish it to the requester. If the requester does not receive your TIN within 60 days, backup withholding, if applicable, will begin and continue until you furnish your TIN to the requester. For reportable interest or dividend payments, the payer must exercise one of the following options concerning backup withholding during this 60-day period. Under option (1), a payer must backup withhold on any withdrawals you make from your account after 7 business days after the requester receives this form back from you. Under option (2), the payer must backup withhold on any reportable interest or dividend payments made to your account, regardless of whether you make any withdrawals. The backup withholding under option (2) must begin no later than 7 business days after the requester receives this form back. Under option (2), the payer is required to refund the amounts withheld if your certified TIN is received within the 60-day period and you were not subject to backup withholding during that period.

*Note: Writing "Applied for" on the form means that you have already applied for a TIN OR that you intend to apply for one in the near future.*

As soon as you receive your TIN, complete another Form W-9, include your TIN, sign and date the form, and give it to the requester.

**What is Backup Withholding?**—Persons making certain payments to you after 1992 are required to withhold and pay to the IRS 31% of such payments under certain conditions. This is called "backup withholding." Payments that could be subject to backup withholding include interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee compensation, and certain payments from fishing boat operators, but do not include real estate transactions.

If you give the requester your correct TIN, make the appropriate certifications, and report all your taxable interest and dividends on your tax return, your payments will not be subject to backup withholding. Payments you receive will be subject to backup withholding if:

- You do not furnish your TIN to the requester, or
- The IRS notifies the requester that you furnished an incorrect TIN, or
- You are notified by the IRS that you are subject to backup withholding because you failed to report all your interest and dividends on your tax return (for reportable interest and dividends only), or
- You do not certify to the requester that you are not subject to backup withholding under 3 above (for reportable interest and dividend accounts opened after 1983 only), or
- You do not certify your TIN. This applies only to reportable interest, dividend, broker, or barter exchange accounts opened after 1983, or broker accounts considered inactive in 1983.

Except as explained in 5 above, other reportable payments are subject to backup withholding only if 1 or 2 above applies. Certain payees and payments are exempt from backup withholding and information reporting. See *Payees and Payments Exempt From*

CITY OF ROME

DRUG-FREE WORKPLACE CERTIFICATE

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By signature on this certificate, the Bidder certifies that the provisions of O.C.G.A. Section 50-24-1 through 50-24-6 related to the "Drug-Free Workplace Act" will be complied with in full. The Bidder further certifies that:

1. A drug-free workplace will be provided for the Bidder's employees during the performance of the contract; and
2. Each contractor who hires a subcontractor to work in a drug-free workplace shall secure from that subcontractor the following written certification: "As part of the subcontracting agreement with (contractor's name), (subcontractor's name) certifies to the contractor that a drug-free workplace will be provided for the subcontractor's employees during the performance of this contract pursuant to O.C.G.A. Section 50-24-3(b)(7)."

By signature on this certificate, the Bidder further certifies that it will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the contract.

Bidder: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# CITY OF ROME, GEORGIA

## E-VERIFY COMPLIANCE AFFADAVIT

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 engaged in the physical performance of services on behalf of the City of Rome, Georgia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A, § 13-10-91 (b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification number  
(Not Required if Less than 10 Employees)

\_\_\_\_\_  
Signature (if less than 10 employees)

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_\_, 20\_\_\_\_ in \_\_\_\_\_ (city) \_\_\_\_\_ (state)

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires:

CITY OF ROME, GEORGIA

SAVE COMPLIANCE AFFIDAVIT

O.C.G.A § 50-36-1(e) (2) Affidavit

By executing this affidavit under oath, as an applicant for a (n) Contract or Services, as referenced O.C.G.A. C. § 50-36-1, from the City of Rome, Georgia, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- 1) \_\_\_\_\_ I am a United State citizen.
- 2) \_\_\_\_\_ I am a legal permanent resident of the United States
- 3) \_\_\_\_\_ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency. My alien number issued by the Department of Homeland Security or other federal immigration agency is: \_\_\_\_\_.

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A. § 50-36-1(e) (1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

\_\_\_\_\_.

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 O.C.G.A. § 16-10-20, and face criminal penalties as allowed by such criminal statute.

Executed in \_\_\_\_\_ (city), \_\_\_\_\_ (state).

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Printed Name of Applicant

SUBSCRIBED AND SWORN

BEFORE ME ON THIS THE

\_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires:

**Police Pursuit Vehicle**



