



## MEMORANDUM

TO: Prospective Bidders

FROM: William P. Gilliland, Purchasing Director

RE: Request for Bid - #001-16

DATE: December 12, 2016

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Enclosed you will find the necessary information for preparing and submitting your bid for **Six(6) Police Pursuit Sedans - Four (4) White and Two (2) Black** for the City of Rome Police Department. A copy of the bid package can be downloaded from the City of Rome website. [www.romefloyd.com](http://www.romefloyd.com).

All questions regarding this bid should be submitted via e-mail to Bill Gilliland, [bgilliland@romea.us](mailto:bgilliland@romea.us). All questions and answers will be posted on the website [www.romefloyd.com](http://www.romefloyd.com) as addendum or new information.

The deadline for submitting your bid is **January 26, 2016 at 4:00 p.m. Local time.**

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

## INSTRUCTIONS FOR BIDDERS

I. Bids must be received by **January 26, 2016 at 4:00 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 Vehicles”  
Bid# 001-16**

IV. Bids must be complete and include:

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

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 **January 26, 2016 @ 4:00 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 **January 26, 2016 at 4:00 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

## 2016 year model or current production model

### SIX (6) POLICE PURSUIT, 4-DOOR SEDANS

- A. **SCOPE:** This specification covers Large 4-Door Police Pursuit Sedans having excellent acceleration, speed, braking, and handling performance.

**NOTE:** The City of Rome is expecting bids for two different types of Police Pursuit Vehicles; one will be a **Ford Interceptor, 4 Door Sedan, All-Wheel Drive**. The other units expected to be bid is a **Rear Wheel Drive Dodge Charger or a Rear Wheel Drive Chevrolet Caprice**. A separate pricing line location for the All-wheel Drive Vehicle and for the Rear Wheel Drive Vehicles.

**VENDOR INFORMATION:** Police Pursuit vehicles shall be equipped with factory installed Police Packages plus additional 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."

B. **BASIC REQUIREMENTS:**

		<u>BIDDERS RESPONSE</u>
Identity	Make: Ford Police Interceptor, AWD Sedan.	_____
	Model: Dodge Charger/Chevrolet Caprice	_____
Police Package	Option or model number	_____
Engine	Ford, 3.7 V-6 Engine Dodge V8 and Chevrolet V8, 350 HP minimum. To provide maximum top Speed and acceleration performance	_____
	Provide deduct amount for the V-6 engine option, if available	_____
Engine Cooling	Heavy Duty pursuit, front air deflector, coolant recovery, etc.	_____

**VEHICLES**

**BIDDERS RESPONSE**

Exhaust	Compatible with engine to provide maximum top speed and acceleration performance	_____
Fuel System	Compatible with engine to provide maximum acceleration performance using 89 octane gasoline or less	_____
Transmission	Dodge and Chevrolet, 5 Speed Auto Ford 6-speed Auto.	_____
Suspension Heavy duty, police package		_____
Stabilizers	Heavy duty, police package	_____
Differential	Heavy duty, police package	_____
Drive Axle	Compatible with engine to provide maximum performance, top speed and acceleration	_____
Steering	Heavy Duty Police Pursuit Package Steering wheel, tilt type, anti-slip Grip	_____
Safety	Dual air bags Restraints	_____
Spotlights	Factory installed LED spotlight on driver's side only	_____
Alternator	170 AMP minimum, heavy duty design capable of withstanding patrol vehicle operation at all speeds and conditions.	_____
Battery	12 Volt, highest available amperage heavy duty design capable of withstanding patrol vehicle operation at all speeds and conditions	_____

**BIDDERS RESPONSE**

Wheels and tires	Four each, full size wheels and tires and a Temporary spare, jack and lugwrench Color: Black	_____
Power Door Locks & Windows	Driver controlled only, Rear doors and rear windows and passenger windows must be inoperable on delivery with capability to reconnect when needed.	_____
Tires	4 each, manufacturer's standard size. Highest speed rated, police type, tubeless radial, blackwall No full size spare	_____
Radio	AM/FM stereo, radio/clock/single CD antenna & speaker factory installed	_____
Noise Suppression	Factory installed Police Radio interference suppression bonding straps	_____
Trunk Release	To be located on left side of vehicles within drivers reach	_____
Trunk	Factory trunk mats	_____
Seats and Upholstery	Front seat: six (6) way Power Cloth bucket Seat, Dark Charcoal	_____
Floor Covering	Rubber floor covering	_____
Mats	Front & Rear Rubber Floor Mats	_____
Glass	Tinted, all glass	_____
Mirror	Inside-day/night type Outside—LH and RH remote controlled. Heated—for frost removal	_____
Paint (exterior)	(4) four White and( 2) two Black	_____
Power Port	Factory installed	_____

**BIDDERS RESPONSE**

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. Control within driver's reach, rear window defrost	_____
Locks	Keyed alike locks, 2 each Remote entry key FOB, 1 spare key per vehicle. Dealer shall provide key numbers for each vehicle on each invoice	_____
Sun visors	Padded, LH & RH	_____
Hood Release	Inside mounted	_____
Parking Brake	Warning light or automatic release	_____
Tire Changing	Jack and 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 including air conditioning: Fully warranted against defective materials and workmanship for not less than 12 months or 12,000 miles from date of placement into service	_____

**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. “001-16 Police Pursuit Vehicles”**

Quantity	Description	Base Price	Total w/equipment
4 each	Marked Police Pursuit Sedans/4-Door- <b>White</b>	_____	_____
2 each	Marked Police Pursuit Sedan/4-door- <b>Black</b>	_____	_____
Deduct for V6 Engine option		_____	

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 **January 26, 2016 at 4:00 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.

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BIDDER

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SIGNATURE

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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

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/Company

\_\_\_\_\_  
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 AFFADAVIT

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

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

SUBSCRIBED AND SWORN

BEFORE ME ON THIS THE

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

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

My Commission Expires:



**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 Printed: \_\_\_\_\_

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

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