



City of  
**Los Banos**  
*At the Crossroads of California*

CITY OF LOS BANOS  
PUBLIC WORKS DEPARTMENT

**INVITATION FOR SEALED BIDS**

PROPOSAL FOR THE PURCHASE OF ONE  
NEW 2017/2018 MODEL  
MID-SIZE SPORT UTILITY VEHICLE (SUV)

City of Los Banos  
Public Works Department  
411 Madison Avenue  
Los Banos, CA 93635  
(209) 827-7056

Mark Fachin P.E.  
Public Works Director/City Engineer

The sealed bids must be received no later than 2 p.m.

**Tuesday, October 24, 2017**

By the office of the City Clerk  
520 J Street  
Los Banos, CA 93635

# INVITATION FOR SEALED BIDS

CITY OF LOS BANOS  
PUBLIC WORKS DEPARTMENT  
411 Madison Avenue  
Los Banos, CA 93635  
(209) 827-7056

NOTICE IS HEREBY GIVEN that the LOS BANOS PUBLIC WORKS DEPARTMENT (herein called the "Owner") invites and will receive sealed bids up to the hour of 2:00 p.m. Pacific Daylight Savings Time (PDT) on **Tuesday, October 24, 2017** for the purchase of One (1) New 2017/2018 Mid-size Sport Utility Vehicle (SUV). At said time, sealed Bid Proposal (herein called the "Bid") will be publicly opened and read aloud in the City of Los Banos Council Chambers by the office of the City Clerk at:

**Los Banos City Hall  
520 "J" Street  
Los Banos, California 93635**

Questions regarding the Bid Documents are to be directed to Dan Bronson, Public Works Fleet Coordinator, by email at [dan.bronson@losbanos.org](mailto:dan.bronson@losbanos.org).

Bids shall be submitted only on forms provided in the Bid Packet. Bids shall be in the hands of the City Clerk of the City of Los Banos, 520 J Street, Los Banos, California, 93635 on or before the hour of 2:00 p.m. PDT on **Tuesday, October 24, 2017**. No late Bids will be accepted and will be returned unopened. No oral, telegraphic, electronic, facsimile, or telephone bid submittals or modifications will be considered. Bids received after the bid submittal deadline will be rejected and returned to the Bidder unopened.

The Bid Proposal forms can be obtained from the City of Los Banos website at [www.losbanos.org](http://www.losbanos.org).

The City of Los Banos reserves the right to reject any and/or all Bids received.

# Information for Bidders

Bids will be received by the City of Los Banos Office of the City Clerk for the Owner, at the City Council Chambers of the City of Los Banos, 520 J Street, Los Banos, CA, 93635, until 2:00 p.m. Pacific Daylight Savings Time (PDT), on **Tuesday, October 24, 2017**, then publicly opened and read aloud. Each Bid must contain one complete original set of Bid Proposal Forms. The Bid Proposal forms include "Specifications Compliance" and "Bid Form". The Addendum, if issued, will be posted on the City's website at [www.losbanos.org](http://www.losbanos.org). Bidder must acknowledge Addendum, if issued, by submitting signed Addendum with the Bid Proposal Forms. The completed Bid must be submitted in a sealed envelope and addressed to the Owner at 520 J Street, Los Banos, CA 93635. Each sealed envelope containing a Bid must be plainly marked on the outside as **"Mid-Size Utility Vehicle (SUV) Bid; Attention City Clerk"**, and the envelope shall also bear on the outside, the name of the Bidder, and their address. If forwarded by mail, the sealed envelope containing the Bid Proposal forms must be enclosed in another envelope addressed to the City of Los Banos at 520 J Street, Los Banos, CA, 93635, and both envelopes clearly state **"Mid-Size Utility Vehicle (SUV) Bid; Attention City Clerk"**

Total Bid Price must be filled in, in ink or typewritten, and the Bid Form must be fully completed and executed when submitted, unless otherwise indicated. The Bid Form shall be signed by a person or persons legally authorized to bind Bidder to the Contract. The individuals signing each document shall warrant that they are authorized to bind the Bidder. Mistakes must be corrected and the correction inserted; correction must be initialed in ink by person signing the Bid Form. Each Bidder is responsible for the review of the Bid documents.

The Owner may waive any informalities or minor defects or reject any and all Bids. Any Bid may be withdrawn prior to the above scheduled time for the opening of Bid or authorized postponement thereof. Any Bid received after the time and date specified shall not be considered. All Bids shall remain firm for at least ninety (90) calendar days after the date and time of the bid opening unless otherwise specified. Should there be reasons why the Bid cannot be awarded within the specified period; the time may be extended by mutual agreement between the Owner and the Bidder. Award of Bid will be to the lowest responsible Bidder as determined by the Owner. A conditional or qualified Bid will not be accepted. The failure and omission of any Bidder to do any of the foregoing shall not relieve any Bidder from any obligation with respect to the Bid. The Owner will not be responsible for, nor be bound by, any oral instructions, interpretations, or explanations issued by the Owner or its representatives. Any request for clarifications or questions of the bid documents shall be emailed to:

Dan Bronson, Public Works Fleet Coordinator  
[dan.bronson@losbanos.org](mailto:dan.bronson@losbanos.org)

Requests for clarification or questions shall be delivered to the Owner by 5:00 p.m. PDT on **Wednesday, October 11, 2017**. Any Owner response to a request for clarification, questions and answers will be posted to the City's website at [www.losbanos.org](http://www.losbanos.org) not later than 5:00 p.m. PST, **Friday, October 13, 2017** and if necessary become a part of the Bid as an Addendum. The proposed timeline of events associated with the awarding of Bid Proposal:

Release of Advertisement for Bids		Friday, September 22, 2017
Deadline to Submit Questions/Clarifications	5:00 p.m.	Wednesday, October 11, 2017
Addendum/Questions/Clarifications Posted	5:00 p.m.	Friday, October 13, 2017
Bid Opening	2:00 p.m.	Tuesday, October 24, 2017
City Council Awards Bid		Wednesday, November 15, 2017
Issuance of a Purchase Order	By	Friday, December 1, 2017

Prior to receiving, the One (1) New 2017/2018 Model (SUV) will be inspected to insure the vehicle meets the specifications. The new (SUV) must be completely assembled, ready to operate, and serviced with **FULL TANK OF FUEL** by Bidder prior to acceptance by the Owner.

# Specifications Compliance

The Bidder shall note their compliance with each specification in the box provided with an X or check mark. Each line item requires an X or check mark. **Any specification left blank shall be considered a non-responsive Bid and will be rejected.** Any deviations from the specifications or where submitted literature does not fully support the meeting of the specifications, must be clearly cited and explained by the Bidder in the comment section following the specifications. The Owner will be responsible for determining specifications compliance.

## Yes No Each line specification requires checking either the Yes or No box

- (SUV) supplied shall be the manufacturer's current production model and shall be bid with all of the standard equipment as specified in the manufacturer's printed literature. In addition, the (SUV) shall include the equipment shown on the subsequent specifications, but may not be limited to said equipment.
- Bidder shall quote purchase price to include manufacturer's warranty for One (1) New 2017/2018 (SUV). The warranty shall commence upon acceptance of the completed vehicle by the Owner.
- Bidder shall quote the price for the One (1) New 2017/2018 (SUV) including eight and a quarter percent (8.25%) sales tax, but excluding Federal excise tax. Bidder quote shall include delivery charges to the Owner.
- (SUV) must meet all current air quality standards, California Emission Control Regulations, all Federal Safety Standards, and Department of Motor Vehicle Regulations.
- Bid shall include estimated delivery date of One (1) New 2017/2018 (SUV). The estimated delivery date shall be one hundred eighty (180) days or less from the date of bid award.
- In the event that the new (SUV) has not arrived at the Owner facilities, 1015 F Street, Los Banos California, on or before the estimated delivery date, liquidated damages can be charged at the rate of one percent per calendar day of the unit price of the (SUV) not delivered in accordance with the time specified on the bid proposal.

Specifications Compliance - Continued

Yes No Each line specification requires checking either the Yes or No box

- New 2017/2018 sport utility Vehicle.
- Gross Vehicle Weight Rating 6000 pounds (minimum).
- 8 - passenger seating (if available).
- Tow package: trailer hitch with 7 wire RV wiring harness with electric brake controller.
- 3.5 L V-6 gas engine (minimum).
- 6 Speed automatic transmission (minimum).
- Four wheel antilock disc brakes.
- Cruise control.
- Front bucket seats with fold down armrest/console.
- Floor covering carpet.
- Floor liners with manufacturer's logo throughout (or equivalent).
- Air bags, frontal and side-impact, for driver and passenger, drivers inboard seat mounted, side impact and head curtain side-impact for all rows in outboard seat positions.
- Power mirrors.
- Paint – white.
- Air conditioner front and rear.
- Intermittent windshield wipers.
- Heater and defroster.
- Fire extinguisher – 5 lbs ABC and first aid kit (mounted).
- AM/FM/CD stereo with Bluetooth capability.
- Power windows and door locks.
- Tire pressure monitor system.
- Back up camera.
- Tinted glass.
- 110 – volt AC power outlet 1200 watts minimum (if available).
- Full size spare tire (if available).
- Six (6) complete sets of keys.
- Must be delivered with full tank of fuel.
- 5 year 100,000 mile bumper to bumper warranty.

**THIS PAGE MUST BE COMPLETED AND RETURNED WITH BID PROPOSAL FORMS**



# Bid Form

TO: OWNER  
City of Los Banos  
520 J Street  
Los Banos, CA 93635

DATE: \_\_\_\_\_

In compliance with the Invitation for Sealed Bids for **One (1) New 2017/2018 Model (SUV)**, the undersigned, as Bidder, hereby offers to sell to the Owner, in accordance with the terms, conditions, requirements and specifications set forth in the Bid documents for the price quoted on this Bid Form for **One (1) New 2017/2018 Model (SUV)**.

MANUFACTURER: \_\_\_\_\_

MODEL NUMBER: \_\_\_\_\_

DELIVERY DATE: \_\_\_\_\_

One Hundred eighty (180) days or less from the date Owner issues Purchase Order

**TOTAL BID PRICE \$** \_\_\_\_\_

Total Bid Price includes California Sales Tax, California Tire Recycling Fee, DMV documentation fees, freight, and delivery charges but excludes Federal Excise Tax, if any.

Total Bid Price Written:

\_\_\_\_\_ written form

# Bid Form-Continued

The undersigned certifies under penalty of perjury that the quotation on this Bid Form constitutes a bona-fide offer to sell, that he/she is an authorized representative of the company listed, that the quotation is in no way sham or collusive, and that issuance of a Purchase Order by Owner constitutes acceptance of bidder's offer on the terms and conditions stated in the Bid documents, and forms a contract. Bidder will not withdraw its Bid for at least ninety (90) calendar days from the date and time of the bid opening.

---

BIDDER'S COMPANY

---

PRINT NAME - AUTHORIZED

---

ADDRESS

---

AUTHORIZED SIGNATURE

---

TELEPHONE NUMBER

**ARE YOU CLAIMING A LOCAL BUSINESS PREFERENCE?**     **YES**     **NO**

If yes submit written proof of the address of your principle place of business and a copy of your current City business license.