



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 (1) NEW 2024/2025 MODEL SUV

BID NO. 25WT0016

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

Charles Bergson, P.E.
Public Works Director/City Engineer

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

Thursday, August 29, 2024

**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 **Thursday, August 29, 2024** for the purchase of One (1) New 2024/2025 Model 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.

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 **Thursday, August 29, 2024**. 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.

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 **Thursday, August 29, 2024** 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. 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 **"One (1) New 2024/2025 Model 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 **"One (1) New 2024/2025 Model 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 thirty (30) 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

Requests for clarification or questions shall be delivered to the Owner by 5:00 p.m. PDT on **Wednesday, August 21, 2024**. Any Owner response to a request for clarification, questions and answers will be posted to the City's website at www.losbanos.org not later than 5:00 p.m. PDT, **Friday, August 23, 2024** and if necessary become a part of the Bid as an Addendum. The proposed timeline of events associated with the awarding of Bid Proposal is:

Release of Advertisement for Bids		Wednesday, August 7, 2024
Deadline to submit questions/clarifications	5:00 p.m.	Wednesday, August 21, 2024
Addendum/Questions/Clarifications Posted	5:00 p.m.	Friday, August 23, 2024
Bid Opening	2:00 p.m.	Thursday, August 29, 2024
City Council Awards Bid	6:00 p.m.	Wednesday, September 18, 2024
Issuance of a Purchase Order	By	Friday, September 20, 2024

Prior to receiving, the One (1) New 2024/2025 Model SUV will be inspected to insure the vehicle meets the specifications. The new Vehicles 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

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|---|--|
| ☐ ☐ | Vehicle 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 Vehicles 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 2024/2025 Model SUV. The warranty shall commence upon acceptance of the completed vehicle by the Owner. |
| ☐ ☐ | Bidder shall quote the price for One (1) New 2024/2025 Model SUV including eight and a three quarter percent (8.75%) sales tax, but excluding Federal excise tax. Bidder quote shall include delivery charges to the Owner. |
| ☐ ☐ | Vehicle must meet all current air quality standards, California Emission Control Regulations, all Federal Safety Standards, and Department of Motor Vehicle Regulations. |
| ☐ ☐ | Bid shall include delivery date One (1) New 2024/2025 Model SUV. The delivery date shall be Fourteen (14) calendar days or less from the date of bid award. |
| ☐ ☐ | In the event Seller fails to make delivery of the One (1) New 2024/2025 Model SUV in accordance with terms of the bid document set forth in the Purchase Agreement, with exception of Force Majeure causes or delays not imputable to Seller, the actual damage to Buyer for the delay will be difficult or impossible to determine. Therefore, in lieu of actual damages, Buyer shall be entitled to receive compensation from Seller in the form of liquidated damages and not as a penalty, and the Seller may be assessed such damages. The amount of such liquidated damages shall be equivalent to one-half of one percent [0.5%] of the value of the One (1) New 2024/2025 Model SUV for which this purchase is made for each calendar day of the delayed item. Such liquidated damages shall begin on the first day after the delivery date specified herein has passed. Seller shall be entitled to a grace period of seven (7) calendar days for delivery of the item past the delivery date specified herein, during which period no liquidated damaged will be assessed. If the item is not delivered before the grace period ends, then liquidated damages will be assessed on a retroactive basis as though there was no grace period. Liquidated damages will be limited to a maximum of ten percent [10%] of the unit price One (1) New 2024/2025 Model SUV. Buyer reserves the right to cancel the contract and be refunded any previous payments if the Seller fails to deliver the One (1) New 2024/2025 Model SUV within fourteen (14) calendar days from the date of bid award. |

THIS PAGE MUST BE COMPLETED AND RETURNED WITH BID PROPOSAL FORMS

Specifications Compliance - Continued

Yes	No	Each line specification requires checking either the Yes or No box
☐	☐	One (1) New 2024/2025 Model SUV
☐	☐	Seating for 5 adult passengers
☐	☐	Automatic transmission
☐	☐	Driver and front passenger heated seats
☐	☐	Engine 2.0 (minimum)
☐	☐	Roof-mounted side rails
☐	☐	Adaptive cruise control (if available)
☐	☐	Power front seats (if available)
☐	☐	Rear vision camera
☐	☐	Forward collision avoidance (if available)
☐	☐	Power outside mirrors
☐	☐	Paint – white
☐	☐	Floor mats
☐	☐	Front and rear air conditioning (if available)
☐	☐	AM/FM stereo with Bluetooth capability
☐	☐	Power windows and door locks
☐	☐	Tinted glass (if available)
☐	☐	Intermittent windshield wipers
☐	☐	All-wheel drive
☐	☐	Full size spare tire (if available)
☐	☐	Four (4) complete sets of keys
☐	☐	Aluminum wheels (if available)
☐	☐	Delivered with full tank of fuel
☐	☐	5 years/100,000 miles or 5,000 engine hours warranty bumper to bumper

Specifications Compliance - Continued

Comments:

Bidder shall fully describe every variance, exception, and /or deviation. **If none, please enter "NONE".**

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

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 2024/2025 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 2024/2025 Model SUV**

MANUFACTURER: _____

MODEL NUMBER: _____

DELIVERY DATE: _____

Fourteen (14) 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

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 thirty (30) 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.