



BOARD OF COUNTY COMMISSIONERS

WARREN COUNTY, OHIO

406 Justice Drive, Lebanon, Ohio 45036

www.co.warren.oh.us

commissioners@co.warren.oh.us

Telephone (513) 695-1250

Facsimile (513) 695-2054

TOM GROSSMANN

SHANNON JONES

DAVID G. YOUNG

AWARD THE BID FOR SIX (6) NEW 2019 ½ TON EXTENDED CAB 4 X 4 PICKUP TRUCKS FOR WARREN COUNTY GARAGE

WHEREAS, bids were closed at 9:05 a.m., April 23, 2019, and the bids received were opened and read aloud for Six (6) New 2019 ½ Ton Extended Cab 4 x 4 Pickup Trucks for Warren County; and the results are on file in the Commissioner's Office; and

WHEREAS, upon review of such bids by Andy Russell, Chief Mechanic at the Warren County Garage, Interstate Ford, has been determined to be the lowest and best bidder; and

NOW THEREFORE BE IT RESOLVED, upon the recommendation from Andy Russell, that bid is awarded to Interstate Ford, 125 Alexandersville Road, Miamisburg, Ohio, for a total bid price of \$181,800.00.

Mr. Grossmann moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mrs. Jones – absent

Mr. Young – yea

Mr. Grossmann – yea

Resolution adopted this 14th day of May 2019.

BOARD OF COUNTY COMMISSIONERS

Tina Osborne, Clerk

KH/

cc: Garage (file)
OMB Bid file



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BID OPENING

April 23, 2019

BID OPENING – SIX NEW 2019 PICKUP TRUCKS

Bids were closed at 9:05 a.m. this 23rd day of April and the following bids were received, opened and read aloud for the Six New 2019 Pickup Trucks for the Warren County Garage:

Interstate Ford Miamisburg, Ohio	\$181,800.00
-------------------------------------	--------------

Andy Russell, Chief Mechanic, Warren County Garage will review bids for a recommendation at a later date.

cc: Bid File
OMB
Garage (file)

**INSTRUCTIONS AND SPECIFICATIONS
FOR**

**SIX (6) 2019 ½ TON EXTENDED
CAB 4 X 4 PICKUP TRUCKS**

**FOR UTILIZATION BY
WARREN COUNTY GARAGE**

**WARREN COUNTY BOARD OF COMMISSIONERS
406 JUSTICE DRIVE
LEBANON, OHIO 45036
(513) 695-1250**

BID PROPOSAL

TO: Warren County Board of Commissioners

Date: _____

The undersigned hereby agrees to furnish, deliver and install all equipment as provided in the technical specifications.

<u>Quantity Description</u>	<u>Make/Model</u>	<u>Total Cost</u>
Six (6) 2019 ½ Ton Ext Cab Pickup Trucks	_____	\$ _____
Total Bid Price		\$ _____

The above quotations to be in full force and effect for sixty (60) days after the date of opening bids. The full name and address of all persons and parties interested in the foregoing bids as principals are as follows:

This equipment meets or exceeds the specifications for same on file in the office of the Warren County Garage.

Failure to list any and all detailed deviations on the Exception Sheet pertaining to the Technical Specifications may result in disqualification.

SIGNED

Witness

Company Name

Date

Authorized Representative

Title

EXCEPTION SHEET

Exceptions: Exceptions to any bid specification must be clearly stated on this sheet. This sheet must be submitted with each bid. If there are no exceptions, please indicate "none" below.

1) _____

2) _____

3) _____

4) _____

5) _____

6) _____

7) _____

8) _____

9) _____

10) _____

BIDDER IDENTIFICATION

ATTENTION BIDDER:

Please fill out this form and submit with your bid.

COMPANY NAME:

CHIEF EXECUTIVE OFFICER:

ADDRESS:

PHONE NUMBER:

FAX NUMBER:

PROJECT CONTACT PERSON:

PHONE NUMBER:

E-MAIL ADDRESS:

FEDERAL ID #:

WEBSITE ADDRESS:

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Bidder Identification

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C) Affidavit of Personal Property Tax

D) Verification Statement

E) Equal Employment Opportunity Requirements, Bid Conditions and
Non-Discrimination and Equal Employment Opportunity Affidavit

F) Technical Specifications/Special Provisions

INVITATION TO BIDDERS

Separate sealed bids for Six (6) 2019 ½ Ton Extended Cab 4 x 4 Pickup Trucks for Warren County Garage will be received by the Warren County Board of Commissioners at the Office of the Warren County Commissioners until 9:05 a.m., April 23, 2019, and then at said time publicly opened and read aloud.

Bid documents and specifications are available online at the Warren County's Website at <http://www.co.warren.oh.us/commissioners/Resources/Bids/Default.aspx>. Questions regarding the technical specifications should be directed to Andy Russell, Chief Mechanic or Nolan Cook, Assistant Chief Mechanic, at the Warren County Garage, at (513) 695-1350. Each bid shall contain the full name of each person or company submitting the bid and be accompanied by a bid bond for the full amount of the bid or a certified check in the amount equal to ten (10) percent of the bid.

A Bid guaranty, as required by the Ohio Revised Code, Section 153.54, shall accompany each proposal submitted, as follows:

1. A Certified check, cashier's check, or letter of credit equal to ten (10) percent of the bid. A letter of credit may only be revocable by the Owner. Upon entering into a contract with the Owner, the contractor must then file a performance bond for the amount of the contract and the bid guaranty will then be returned to the successful and unsuccessful bidders upon contract execution.

OR

2. A form of bid guaranty bond (attached) for the full amount of the bid. Such bond is retained for the successful bidder, but returned to unsuccessful bidders after the contract is executed.

Attention of bidders is called to all of the requirements contained in the bid packet. No bidder may withdraw his/her bid within sixty (60) days after the actual date of the opening thereof. All bids shall be properly signed by an authorized representative of the bidder.

Please be aware that if you are downloading this document to bid this project, and in order to stay updated on any change, please email Kiana Hawk at in the Commissioners Office at kiana.hawk@co.warren.oh.us with your contact information

All bids shall be sealed and plainly marked "**Bid Opening – Six (6) 2019 ½ Ton Extended Cab 4 x 4 Pickup Trucks for Warren County Garage, April 23, 2019 @ 9:05a.m.**"

Warren County reserves the right to reject any or all bids submitted, to waive any irregularities in bids, and enter into a contract with the Bidder who in Warren County's consideration offered the lowest and best bid.

By order of the Board of County Commissioners, County of Warren, State of Ohio.

Tina Osborne, Clerk

GENERAL INSTRUCTIONS TO BIDDERS

Bids for Six (6) New 2019 ½ Ton Extended Cab 4 x 4 Pickup Trucks for Warren County Garage will be received by the Owner at the Office of the Warren County Board of Commissioners, 406 Justice Drive, Lebanon, Ohio 45036, until 9:05 a.m., April 23, 2019, and then at said office publicly opened and read aloud. Bids shall be submitted in a sealed envelope.

BIDDER: To ensure acceptance of your bid, please follow these instructions:

1. **APPLICABLE LAWS:** The Ohio Revised Code and resolutions and procedures of Warren County, insofar as they apply to the laws of competitive bidding contracts and purchases, are made a part hereof. All laws of the United State of America, the State of Ohio, and the County of Warren applicable to the products or services covered herein, are made a part hereof.
2. **PRICING:** Prices should be stated in units of quantity specified in the bid document. In case of a discrepancy in computing the amount of the bid, unit prices quoted shall govern.
3. **DELIVERY:** Quotations should include all charges for delivery, packing, crating, containers, etc. Prices quoted will be considered as being based on delivery.
4. **SPECIFICATIONS/DESCRIPTIONS:** References to a particular trade name, manufacturer's catalog, or model number, are made for descriptive purposes to guide the bidder in interpreting the requirements of the County. They should not be construed as excluding proposals on other types of materials, equipment, and supplies. However, the bidder, if awarded a contract, will be required to furnish the particular item referred to in the specifications or description unless a departure or substitution is clearly noted and described in the proposal.
5. **TAXES:** The County is generally exempt from Federal Excise Tax and State Sales Tax.
6. **BID INFORMALITIES, REJECTION AND AWARD:** The County reserves the right to reject any or all bids and to waive any irregularities in a bid, or to accept the bid which in the judgment of proper officials is to be in the best interest of the County. The County reserves the right to accept a part or parts of a bid unless otherwise restricted in the bid.
7. **PAYMENTS:** Partial payments may be made upon presentation of a properly executed invoice unless otherwise stated in the bid document. The final payment will be made by the County when the materials, supplies, services, or equipment have been fully delivered and accepted or the work completed to the full satisfaction of the County.
8. **BIDDERS SIGNATURE:** Each proposal price (bid) sheet must be signed by the bidder with his usual signature. All signatures should be in full. Bids by partnership should include the names of the partners composing the partnership and must be signed by one or more of the partners in the following manner "John James Smith, D.B.A., Smith-James Company, by John James, a partner."

9. **SUBMISSION AND RECEIPT OF BIDS:**

- A. Bidders are requested to use the bid sheet proposal form furnished by the County.
 - B. Exceptions to any bid specification must be clearly detailed on the exception sheet. The exception sheets must be completed and submitted attached to the bid sheet. If "none" is shown on the exception sheet, all items bid must be equal or superior to the original specifications.
 - C. Proposals having any erasures or corrections thereon may be rejected unless explained or noted over the signature of the bidder.
 - D. Bids shall be submitted in a sealed envelope clearly marked "**Bid Opening – Six (6) 2019 ½ Ton Extended Cab 4 x 4 Pickup Trucks for Warren County Garage, April 23, 2019 @ 9:05 a.m.**", and shall display the bidder's name and address in the upper left hand corner of the envelope.
10. **LOCAL SERVICE:** Local service is to be provided by the successful bidder, if applicable. Service during the warranty period shall be at no cost to Warren County; to include all incidental costs such as travel, mileage, hauling, etc.
11. **PERSONAL PROPERTY TAX AFFIDAVIT:** All bidders must complete the personal property tax affidavit (Section C) and submit with bid. *This section should be fully completed whether or not you as a vendor/contractor own property in Warren County, Ohio.*
12. **EEO Requirements:** Please see Section E for requirements and Non-Discrimination and Equal Employment Opportunity Affidavit.
13. **BID GUARANTY:** A certified check, cashiers check, or letter of credit in the amount of ten (10) percent of the bid or a bid bond in the amount of one hundred (100) percent of the total bid is required to accompany all bids. Form of a bid guaranty bond is attached (Attachment A).
14. **DEADLINE FOR SUBMITTING SEALED BIDS:** Sealed bids must be received by the Clerk of the Warren County Board of Commissioners prior to 9:05 a.m. April 23, 2019. Bids shall be opened after that time. Warren County shall not accept responsibility for any delay in delivery of a bid.
15. **LENGTH OF BINDING QUOTATIONS:** All prices quoted in the bid proposal are binding for sixty (60) days from the date of opening.
16. **WITHDRAW OF BID:** A Bidder may withdraw his bid from consideration if the price bid was substantially lower than the other bids, provided the bid was submitted in good faith and the reason for the price being substantially lower was a clerical mistake as opposed to a judgment mistake and was actually due to an unintentional omission of a substantial quantity of work, labor or material made directly in the compilation of the bid. Request to withdraw such bid must be made in writing and filed with the Owner within two business

days after the opening of bids and prior to the acceptance thereof. No bid may be withdrawn after it has been accepted by the Warren County Board of Commissioners.

17. **DELAY IN DELIVERY:** Any delay in delivery beyond the date stated on the bid proposal may result in liquidated damages of up to 5% at the County's discretion.
18. **ADVERTISEMENT:** An advertisement inviting bids for materials/services provided herein will appear in the Pulse Journal on April 7, 2019.
19. **PERFORMANCE BOND:** Upon acceptance of a bid, Warren County requires, as a condition to entering into a contract with the successful Bidder, faithful performance of all things to be done under the Contract and may require a performance bond as provided for under Ohio Revised Code, Section 307.89, with good and sufficient surety in an amount not to exceed the amount of the contract. (Form of Performance bond may be found under Ohio Revised Code, Section 153.57). Please note that upon execution of the Contract if a Bid Guaranty/Contract Bond was submitted with your original bid a Performance Bond is not required.
20. Failure to complete and submit all required documents and attachments supplied with and/or requested in these instructions can result in a bid being considered non-responsive.
21. The entire bid packet should be returned with your bid.
22. Please note that all information submitted with your bid will become public information.

ATTACHMENT "A"

BID GUARANTY AND CONTRACT BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned,

_____ (Insert Full Name or Legal Title of Contractor and Address)

_____ as Principal and

_____ (Insert Full Name or Legal Title of Surety)

as Surety, are hereby held and firmly bound unto Warren County Board of Commissioners hereinafter called the Oblige, in the penal sum of the dollar amount of the bid submitted by the Principal to the Oblige on _____ to undertake the project known as:

SIX (6) 2019 ½ Ton Extended Cab 4 x 4 Pickup Trucks

The penal sum referred to herein shall be the dollar amount of the Principal's bid to the Oblige, incorporating any additive or deductive alternate proposals made by the Principal on the date referred to above to the Oblige, which are accepted by the Oblige, In no case shall the penal sum exceed the amount of _____ DOLLARS, \$ _____.

If this item is left blank, the penal sum will be the full amount of the Principal's bid, including alternates. Alternatively, if completed, the amount stated must not be less than the full amount of the bid, including alternates in dollars and cents. A percentage is not acceptable.

For the payment of the penal sum well and truly to be made we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, that whereas the above named Principal has submitted a bid on the above referred to project;

NOW, THEREFORE, if the Oblige accepts the bid of the Principal and the Principal fails to enter into a proper contract in accordance with the bid, plans, details, specifications, and bills of material; and in the event the Principal pays to the Oblige the difference not to exceed ten percent of the penalty hereof between the amount specified in the bid and such larger amount for which the Oblige may in good faith contract with the next lowest bidder to perform the work covered by the bid; or in the event the Oblige does not award the contract to the next lowest bidder and resubmits the project for bidding, the Principal will pay the Oblige the difference not to exceed ten percent of the penalty hereof between the amount specified in the bid, or the costs, in connection with the resubmission, of printing new contract documents, required advertising, and printing and mailing notices to prospective bidders, whichever is less, then this obligation shall be null and void, otherwise to remain in full force and effect. If the Oblige accepts the bid of the Principal and within TEN days after the awarding of the contract, enters into a proper contract in accordance with the bid, plans, details, specifications, and bills of material, which said contract is made a part of this bond the same as though set forth herein; and

IF THE SAID PRINCIPAL SHALL well and faithfully perform each and every condition of such contract; and indemnify the Obligee against all damage suffered by failure to perform such contract according to the provisions thereof and in accordance with the plans, details, specifications, and bills of material therefore; and shall pay all lawful claims of subcontractors, materialmen, and laborers, for labor performed and materials furnished in the carrying forward, performing, or completing of said contract: we agreeing and assenting that this undertaking shall be for benefit of any materialman or laborer having a just claim, as well as for the Obligee herein; **THEN THIS OBLIGATION SHALL** be void; otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

THE SAID surety hereby stipulates and agrees that no modifications, omissions, or additions, in or to the terms of said contract or in or to the plans and specifications therefor shall in any wise affect the obligations of said surety on its bond, and it does hereby waive notice of any such modifications, omissions or additions to the terms of the contract or to the work or to the specifications.

SIGNED AND SEALED this _____ day of _____ 2019.

PRINCIPAL

SURETY

By: _____

By: _____

Attorney-in-fact

Title: _____

Surety Agent's Name and Address:

SECTION C

AFFIDAVIT OF PERSONAL PROPERTY TAX

***THIS SECTION SHOULD BE FULLY COMPLETED WHETHER OR NOT YOU AS A
VENDOR/CONTRACTOR OWN PROPERTY IN WARREN COUNTY, OHIO.
AFFIDAVIT***

STATE OF _____)
)
COUNTY OF _____) SS:

_____ being duly cautioned and sworn, states as follows:

1. That he is _____ of
(Title)

(Name of Contracting Party)

2. That _____ is not presently charged with any
(Name of Contracting Party)
delinquent personal property taxes on the general tax list of personal property of
Warren County.

-OR-

1. That _____ is charged with delinquent
(Name of Contracting Party)
personal property tax on the general tax list of personal property of Warren County.
The amount of delinquent personal property tax due and unpaid including any due
and unpaid penalty and interest is:
\$ _____.

Further, affiant states not.

Affiant

Sworn to and subscribed in my presence this ____ day of _____ 2019.

Notary Public

This instrument was prepared by _____.

Note to Fiscal Office: If any personal property taxes are delinquent, you must send a copy of this statement to the State of Ohio, Warren County Treasurer within 30 days of the date it is submitted.

WARNING: MAKING A FALSE STATEMENT ON THIS AFFIDAVIT MAY BE PUNISHABLE BY A FINE AND/OR IMPRISONMENT

SECTION E

**EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS,
BID CONDITIONS AND
NON-DISCRIMINATION AND EQUAL
EMPLOYMENT OPPORTUNITY AFFIDAVIT**

**EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS
AND BID CONDITIONS FOR
WARREN COUNTY CONSTRUCTION PROJECTS
AND MATERIAL PURCHASES**

CERTIFICATE OF COMPLIANCE FOR EEO PURPOSES: (This section applies only to those projects that are funded with Federal and State monies)

All bidders on the project shall submit together with their bid, a copy of a valid Certificate of Compliance for Equal Employment Opportunity purposes contained herein.

A copy of the Certificate of Compliance is enclosed with this bid response?

Yes No

BIDDER'S EEO COVENANTS:

Throughout its performance of any contract awarded to it on this project, the bidder agrees to the following covenants:

1. The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry or sex. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, national origin, ancestry or sex. Such action shall include, but is not limited to, the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

2. The contractor will in all solicitations or advertisements for employees placed by or on behalf of the prime contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry or sex.
3. The contractor agrees to fully cooperate with the County, the State Equal Employment Opportunity Coordinator and with any other official or agency, or the State or Federal government which seeks to eliminate unlawful employment discrimination, and with all other State and Federal efforts to assure equal employment practices under its contract and the contractor shall comply promptly with all requests and directions from the County, the State Equal Opportunity Coordinator and any of the State of Ohio officials and agencies in this regard, both before and during construction.

4. Full cooperation as expressed in clause (3), above, shall include, but not be limited to, being a witness and permitting employees to be witnesses and complainants in any proceedings involving questions of unlawful employment practices, furnishing all information requested by the County and the State Equal Employment Opportunity Coordinator, and permitting access to its books, records, and accounts by the County and the State Equal Employment Opportunity Coordinator for purposes of investigation to ascertain compliance with applicable rules, regulations and orders.
5. In the event of the contractor's noncompliance with the nondiscrimination clauses of its contract or with any of the said rules, regulations, or orders, its contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further County construction contracts.

In the event that is contract is terminated for a material breach of EEO requirements, the contractor shall become liable for any and all damages which shall accrue to the County as a result of said breach.

6. The contractor will require the inclusion of language reflecting these same six covenants within every subcontract or purchase order it executes in the performance of its contract unless exempted by rules, regulations or orders of the State Equal Employment Opportunity Coordinator so that these provisions will be binding upon each subcontractor or vendor. The contractor will take such as the County may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in any litigation with a subcontractor, vendor or other party as a result of such direction by the County, the contractor may be requested to protect the interests of the County.

The bidder hereby adopts the foregoing covenants?

_____ Yes _____ No

PLEASE NOTE: The bidder's failure to adopt the Bidder's EEO Covenants and complete the foregoing certification will cause the bidder's proposal to be rejected as being non-responsive.

We need a quote for (6) 2019 ½ ton extended cab 4X4 pickup trucks for Warren County. The truck will be full size with a 6.5 style side bed with a wheelbase of 145". The trucks exterior color is to be determined and the interior will be Black.

1- It will have a gasoline V8 engine 5.0 liter or more without cylinder deactivation and have a heavy duty cooling system.

2- The transmission will be a 10-speed automatic.

3- Bluetooth technology will need to be equipped.

4- Power windows, door locks, power steering heavy duty, tilt steering wheel, cruise control, remote keyless entry, intermittent windshield wipers and AM/FM radio single CD.

5- Heavy duty A/C and heater manual. Dark tinted glass.

6- Chrome bumpers and grill, Aluminum wheels with black running boards.

7- Rear view camera system.

8- Power brakes 4-wheel vented disc with anti-lock brake system.

9- Front cloth bench seat 40/20/40 with black vinyl flooring.

10- All terrain wheels and tires LT245/70R17.

11- Warranty 5-years 60,000 mile powertrain.

12- Towing package hitch/7-pin receptacle and brake controller. Heated mirrors.

13- Heavy duty battery and charging system.

14- Airbags front seat side and safety canopy system with side curtain airbags and rollover sensor.

Will need a detailed quote naming all options numbers used with cost per option. The lowest and best quote will be considered for purchase. Delivery date will be 90-120 day after the order has taken place. The vehicle will be fully functioning upon delivery with ½ tank of fuel and a 45-day tag. Warren County reserves the right to except or reject any and all quotes. No substitutions will be accepted.



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By order of the Board of County Commissioners, County of Warren, State of Ohio.

Tina Osborne, Clerk



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ADVERTISEMENT FOR BIDS

Sealed bids will be received by the Clerk of the County Commissioners, Warren County, Ohio, 406 Justice Drive, Lebanon, Ohio 45036, until 9:05 a.m., April 23, 2019, and then at said time bids will be opened and read aloud for Six (6) 2019 ½ Ton Extended Cab 4 x 4 Pickup Trucks for Warren County Garage.

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This notice is posted on the Warren County Government internet site. The Warren County Government Web Site can be accessed by logging onto the internet and typing in the following address <http://www.co.warren.oh.us/commissioners/Resources/Bids/Default.aspx>. To access bid project information, under the "Your Government" heading click on the "Board of Commissioners" tab, then click on the "Bid Projects" tab and choose the project you wish to obtain information about. Please contact the Warren County Commissioners (513) 695-1250 if you have trouble with this procedure or if you need additional information on accessing bid project information on our web site.

Please be aware that if you are downloading this document to bid this project, and in order to stay updated on any change, please email Kiana Hawk at in the Commissioners Office at kiana.hawk@co.warren.oh.us with your contact information.

The Board of Warren County Commissioners reserve the right to accept the lowest and best bid, to reject all bids, and to waive any irregularities in bids.

By order of the Board of County Commissioners, Warren County, Ohio.

Tina Osborne, Clerk