



Administered by  
**UNIVERSITY OF MAINE SYSTEM**  
Office of Strategic Procurement

**REQUEST FOR BIDS (RFB)**

**1 ½ Ton Dump Truck, Specially Equipped Van and Sweeper Truck  
University of Maine**

**RFB # 52-15**

ISSUE DATE:  
April 13, 2015

BIDS MUST BE RECEIVED BY:  
April 28, 2015 (2:00 p.m.)

DELIVER BIDS TO:

University of Maine System  
Office of Strategic Procurement  
Attn: Matthew Robinson  
37 College Avenue  
104 Anderson Hall  
Gorham, ME 04038



## SECTION ONE

### 1.0 GENERAL INFORMATION:

- 1.1 Purpose: The University of Maine System, acting through the University of Maine is seeking bids for (1) one new 1 1/2 Dump Truck (1) new Specially Equipped Van and (1) new Sweeper Truck as described in Section Three.
- 1.2 The University of Maine System will hereinafter be referred to as the "University." Respondents to the RFB shall be referred to as "Bidder(s)" or "bidder(s)". The Bidder to whom the contract is awarded shall be referred to as the "Contractor or Contractors."
- 1.3 Scope of Work: Order, assemble, calibrate, and deliver, new vehicles as outlined in Section Three of this RFB.
- 1.4 Evaluation Criteria: Award will be made to the low bidder provided that all other requirements are satisfactorily met.
- 1.5 Alternates: Unless otherwise provided for in this solicitation, the name of a certain brand, make or manufacturer does not restrict bidders to the specific brand, make or manufacturer named; but conveys the general style, type, character, and quality of the article desired. Any article which the University, in its sole discretion, determines to be the equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted. It is the bidder's responsibility to clearly and specifically indicate the product being offered and to provide sufficient descriptive literature, catalog cuts and technical detail to enable the University to determine if the product offered meets the requirements of the solicitation. Failure to furnish adequate data for evaluation purposes may result in declaring a bid non-responsive. Unless the bidder clearly indicates in its bid that the product offered is an "equal" product, such bid will be considered to offer the brand name products referenced in the solicitation.
- 1.6 Award: The University reserves the right to award contracts to multiple bidders, if such awards are in the best interest of the University. The University reserves the right to conduct any tests it may deem advisable and to make all evaluations. The University reserves the right to reject any or all bids/ submissions, in whole or in part and is not necessarily bound to accept the lowest bid/ submission if that bid/ submission is contrary to the best interests of the University. The University is concerned about potential prohibitive costs in travel and labor to transport this vehicle and its components for warranty service on the vehicle and components purchased as a result of this bid. Bidders shall address this concern in their response. This is an evaluation criteria - cost.  
  
The University reserves the right to waive minor irregularities. Scholarships, donations, or gifts to the University will not be considered in the evaluation of bids. A bid may be rejected if it is in any way incomplete or irregular. When there are tie bids, there shall be a preference for "in-state bidders". When tie bids are both in-state or both out-of-state, the award will be made to the bid that arrives **first** at the Purchasing Office.
- 1.7 Award Protest: Bidders may appeal the award decision by submitting a written protest to the University of Maine System's Chief Procurement Officer within five (5) business days of the date of the award notice, with a copy of the protest to the successful bidder. The protest must contain a statement of the basis for the challenge.
- 1.8 Confidentiality: The information contained in bids submitted for the University's consideration will be held in confidence until all evaluations are concluded and a vendor selected (the successful

bidder). At that time the University will issue bid award notice letters to all participating bidders and the successful bidder's proposal may be made available to participating bidders upon request. After the protest period has passed and the contract is fully executed, the winning bids will be available for public inspection. Pricing and other information that is an integral part of the offer cannot be considered confidential after an award has been made. The University will honor requests for confidentiality for information of a proprietary nature to the extent allowed by law. Clearly mark any information considered confidential.

The University must adhere to the provisions of the Maine Freedom of Access Act (FOAA), [1 MRSA §401 et seq.](#) As a condition of accepting a contract under this section, a contractor must accept that, to the extent required by the Maine FOAA, responses to this solicitation, and any ensuing contractual documents, are considered public records and therefore are subject to freedom of access requests.

- 1.9 Debarment: Submission of a signed bid in response to this solicitation is certification that your firm (or any subcontractor) is not currently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any State or Federal department or agency. Submission is also agreement that the University will be notified of any change in this status.
  
- 1.10 Communication with the University: It is the responsibility of the bidder to inquire about any requirement of this RFB that is not understood. Responses to inquiries, if they change or clarify the RFB in a substantial manner, will be forwarded by addenda to all parties that have received a copy of the RFB. Addenda will also be posted on our web site, [www.maine.edu/strategic/upcoming\\_bids.php](http://www.maine.edu/strategic/upcoming_bids.php). It is the responsibility of all bidders to check the web site before submitting a response to ensure that they have all pertinent documents. The University will not be bound by oral responses to inquiries or written responses other than addenda.

Inquiries must be made to:

University of Maine System Office of Strategic Procurement Attn:  
Matthew Robinson  
37 College Avenue  
104 Anderson Hall  
Gorham, ME 04038  
[Matthew.j.robinson@maine.edu](mailto:Matthew.j.robinson@maine.edu)

The deadline for inquires is April 17, 2015. The University will respond to written inquiries not later than close of business, April 21, 2015.

1.11 Submission: One (1) SIGNED original of the complete bid must be submitted to the Office of Strategic Procurement, 37 College Avenue, 104 Anderson Hall, Gorham, ME 04038 in a sealed envelope by **2:00 p.m. April 28, 2015**, for a public opening. The bid must be date stamped by the Office of Strategic Procurement in order to be considered. **In addition, a copy of the complete bid should also be submitted as a PDF document attached EMAILED to: Matthew Robinson at [matthew.j.robinson@maine.edu](mailto:matthew.j.robinson@maine.edu)**



shall be presented to the Chief Procurement Officer University in writing as soon as identified, but no less than five (5) business days prior to the bid opening date and time. No protest against the award due to the specifications shall be considered after this deadline. Protests shall include the reason for the protest and any proposed changes to the specifications. Protests should be delivered to in sealed envelopes, clearly marked as follows:

SPECIFICATION PROTEST, RFB # 52-15

- 1.21 Authorization: Any contract or agreement for services that will, or may, result in the expenditure by the University of \$50,000 or more must be approved in writing by the Chief Procurement Officer and it is not approved, valid or effective until such written approval is granted.
- 1.22 The University must adhere to the provisions of the Maine Freedom of Access Act (FOAA), 1 MRSA §401 et seq. As a condition of accepting a contract under this section, a contractor must accept that, to the extent required by the Maine FOAA, responses to this solicitation, and any ensuing contractual documents, are considered public records and therefore are subject to freedom of access requests.

## SECTION TWO

### 2.0 GENERAL TERMS AND CONDITIONS:

- 2.1 **Contract Administration:** The Associate Director of Facilities Management or his/her designee shall be the University's authorized representative in all matters pertaining to the administration of this Contract.
- 2.2 **Contract Documents:** If a separate contract is not written, the Contract entered into by the parties shall consist of the RFB, the signed bid submitted by the Contractor, the specifications including all modifications thereof, and a purchase order, all of which shall be referred to collectively as the Contract Documents.
- 2.3 **Contract Modification and Amendment:** The parties may adjust the specific terms of this Contract (except for pricing) where circumstances beyond the control of either party require modification or amendment. Any modification or amendment proposed by the Contractor must be in writing to the Contract Administrator. Any agreed upon modification or amendment must be in writing and signed by both parties.
- 2.4 **Contract Validity:** In the event one or more clauses of the Contract are declared invalid, void, unenforceable or illegal, that shall not affect the validity of the remaining portions of the Contract.
- 2.5 **Non-Waiver of Defaults:** Any failure of the University to enforce or require the strict keeping and performance of any of the terms and conditions of this Contract shall not constitute a waiver of such terms, conditions, or rights.
- 2.6 **Employees:** The Contractor shall employ only competent and satisfactory personnel and shall provide a sufficient number of employees to perform the required services efficiently and in a manner satisfactory to the University. If the Contract Administrator or designee, notifies the Contractor in writing that any person employed on this Contract is incompetent, disorderly, or otherwise unsatisfactory, such person shall not again be employed in the execution of this Contract without the prior written consent of the Contract Administrator
- 2.7 **Litigation:** This Contract and the rights and obligations of the parties hereunder shall be governed by and construed in accordance with the laws of the State of Maine without reference to its conflicts of laws principles. The Contractor agrees that any litigation, action or proceeding arising out of this Contract, shall be instituted in a state court located in the State of Maine.
- 2.8 **Indemnification:** The Contractor agrees to be responsible for, and to protect, save harmless, and indemnify the University and its employees from and against all loss, damage, cost and expense (including attorney's fees) suffered or sustained by the University or for which the University may be held or become liable by reason of injury (including death) to persons or property or other causes whatsoever, in connection with the operations of the Contractor or any subcontractor under this agreement.
- 2.9 **Assignment:** Neither party of the Contract shall assign the Contract without the prior written consent of the other, nor shall the Contractor assign any money due or to become due without the prior written consent of the University.
- 2.10 **Equal Opportunity:** In the execution of the Contract, the Contractor and all subcontractors agree, consistent with University policy, not to discriminate on the grounds of race, color, religion, sex, sexual orientation, including transgender status or gender expression, national origin or citizenship status, age, disability, genetic information, or veteran's status and to provide

reasonable accommodations to qualified individuals with disabilities upon request. The University encourages the employment of individuals with disabilities.

- 2.11 Sexual Harassment: The University is committed to providing a positive environment for all students and staff. Sexual harassment, whether intentional or not, undermines the quality of this educational and working climate. The University thus has a legal and ethical responsibility to ensure that all students and employees can learn and work in an environment free of sexual harassment. Consistent with the state and federal law, this right to freedom from sexual harassment was defined as University policy by the Board of Trustees. Failure to comply with this policy could result in termination of this Contract without advance notice. Further information regarding this policy is available from:

The University of Maine  
Karen Kemble  
Director of Equal Opportunity  
North Stevens Hall  
(207) 581-1226

- 2.12 Contractor's Liability Insurance: During the term of this agreement, the Contractor shall maintain the following insurance:

<u>Insurance Type</u>	<u>Coverage Limit</u>
1. Commercial General Liability (Written on an Occurrence-based form)	\$1,000,000 per occurrence or more (Bodily Injury and Property Damage)
2. Vehicle Liability (Including Hired & Non-Owned)	\$1,000,000 per occurrence or more (Bodily Injury and Property Damage)
3. Workers Compensation (In Compliance with Applicable State Law)	Required for all personnel

The University of Maine System shall be named as Additional Insured on the Commercial General Liability insurance.

Certificates of Insurance for all of the above insurance shall be filed with:

Risk Management  
University of Maine System  
16 Central Street  
Bangor, Maine 04401

Certificates shall be filed prior to the date of performance under this Agreement. Said certificates, in addition to proof of coverage, shall contain the standard Acord statement pertaining to written notification in the event of cancellation, with a thirty (30) day notification period.

As additional insured and certificate holder, the University should be included as follows:

University of Maine System  
16 Central Street  
Bangor, Maine 04401

- 2.13 Smoking Policy: The University of Maine is a tobacco free campus. This policy applies to faculty, staff, contractors, vendors, and visitors. The use of tobacco and all smoking products is not permitted on any University owned property, which includes but is not limited to buildings, university grounds, parking areas, walkways, recreational and sporting facilities, and University owned vehicles.



Tobacco is by definition includes possession of any lighted tobacco products, or use of any type of smokeless tobacco.

Additional information regarding the tobacco free campus policy is located at:  
<http://umaine.edu/tobaccofree/>.

- 2.14 Payments: The University shall make no payments prior to July, 1, 2015. Payment will be upon submittal of an invoice to the address shown on the purchase order by the Contractor on a Net 30 basis unless discount terms are offered. Invoices must include a purchase order number. The University is using several, preferred methods of payment: Bank of America's ePayables and PayMode electronic payment systems. Please indicate your ability to accept payment via any or all of these methods.
- 2.15 Independent Contractor: Whether the Contractor is a corporation, partnership, other legal entity, or an individual, the Contractor is an independent contractor. If the Contractor is an individual, the Contractor's duties will be performed with the understanding that the Contractor is a self-employed person, has special expertise as to the services which the Contractor is to perform and is customarily engaged in the independent performance of the same or similar services for others. The manner in which the services are performed shall be controlled by the Contractor; however, the nature of the services and the results to be achieved shall be specified by the University. The Contractor is not to be deemed an employee or agent of the University and has no authority to make any binding commitments or obligations on behalf of the University except as expressly provided herein. The University has prepared specific guidelines to be used for contractual agreements with individuals (not corporations or partnerships) who are not considered employees of the University.

## SECTION THREE

3.0 PERFORMANCE TERMS AND CONDITIONS: The Contractor shall ensure complete assembly the vehicles and their components. The vehicles shall be delivered fully serviced, tested, wheels balanced and ready for operation.

3.1 Vehicle Specifications: 1 Ton 12-Passenger Van

**General Specifications** Must be a new unit either model year 2015 or 2016

- 12-Passenger size
- Heavy Duty 1 Ton Chassis
- Two Wheel Rear Wheel Drive (not dual wheels)
- Class IV receiver trailer hitch
- Tires to be all terrain radial mud and snow rated, minimum 8-ply
- Spare tire to match truck tires
- Painted steel wheels
- Mud flaps
- Bluetooth telephone connection system in van
- Tinted windows
- Power windows in front
- Sliding passenger side door
- 8-cylinder Gasoline Engine
  - o Minimum 325 HP
  - o Magnetic oil drain plug
  - o Heavy duty cooling system
- 110V Engine block heater
- Heavy duty automatic transmission with oil cooler system
- Factory towing package
- Factory or dealer installed trailer brake controller
- 7-prong trailer light wiring connection
- Heated outside rear view mirrors preferred
- Standard mirrors only are required - no large camper mirrors
- Tilt steering wheel preferred
- Front and rear air conditioning required
- Intermittent windshield wipers
- AM/FM radio preferred
- Truck to be painted red preferred, optional dark blue or white.
- Frame to be painted with black undercoating and fully FluidFilm coated
- 12-volt electrical system with a heavy duty alternator
- Accessory switches in cab to be illuminated rocker 4-pack type

- Hidden amber LED strobe lights mounted in the front turn signal light housings and the rear back-up light housings and activated by one of the accessory switches.
- Dual batteries required
- Safety back up alarm
- Rear view camera
- Frontal impact and lane departure detection
- Electronic tire pressure controls
- Vinyl bucket seats in front all other seats to be removable vinyl bench seats.
- Interior floor of van to be all vinyl or rubber (not cloth).
- Dash instruments shall include:
  - Tachometer
  - Speedometer
  - Oil Pressure
  - Water Temperature
  - Volt Meter
  - Fuel Gauge
- Operator manual included
- Four sets of factory keys included with van

**Other Requirements**

- The van shall be delivered fully serviced, tuned up, wheels balanced and ready to go.
  - All steps to assemble the van with the above items are the responsibility of the bidder.
  - Statement of warranty covering all components purchased except for normal wear items.
  - Statement of name and address of local Authorized Service Representative.
  - Delivery of and invoice for the units shall strictly be after July 1<sup>st</sup> 2015 but prior to July 15<sup>th</sup> 2015.
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3.2 Vehicle Specifications: 1 ½ Ton 4x4 Dump Truck

**General Specifications**

- Must be a new unit either model year 2015 or 2016
- 4x4 drive
- Heavy Duty 1 ½ Ton Chassis
- Tow / haul package required.
- Factory or dealer installed trailer brake controller.
- Accessory switches in cab to be illuminated rocker 4-pack type
- Dual Wheel Rear Axle
- Tires to be mud and snow radial, minimum 10-ply, minimum 225/75R17
- Spare mounted tire to match truck tires

- Driver's side and passenger side tubular running steps installed. These are to be coated with Line-X, Rhino Lined or equivalent.
- Painted steel wheels
- Mud flaps on rear wheels.
- 8-cylinder Gasoline Engine
  - o Minimum 350 HP
  - o Magnetic oil drain plug
  - o Heavy duty cooling system
  - o 120 Volt Engine block heater
- Heavy duty automatic transmission with oil cooler system
- Tilt steering wheel preferred
- Air conditioning preferred
- Intermittent windshield wipers
- Exterior rear view mirrors are to be the extendable camper-style with a standard mirror and a smaller wide angle mirror
- AM/FM radio preferred
- Safety backup alarm
- Truck to be painted red preferred, optional blue or white.
- Frame to be painted with black undercoating and FluidFilm coated
- Rear light arrangement to have the Reverse, Stop and Indicator lights in a horizontal row, all separate bighting. Lights to be LED.
- 12-volt electrical system with a heavy duty alternator
- Dual batteries required
- Cloth seats
- Pre-molded Weather Tech floor mats in both passenger and driver sides
- Hidden amber LED strobe lights mounted in the front turn signal light housings and the rear back-up light housings and activated by one of the accessory switches.
- Dash instruments shall include:
  - Tachometer
  - Speedometer
  - Oil Pressure
  - Water Temperature
  - Volt Meter
  - Fuel Gage
- Operator manual included

**Dump Body Specifications**

- 9'-0" long dump body
- 2.5/3.5 CUYD capacity
- 10 Gage steel front and sides
- 7 gage steel floor
- Lo-mount sides design
- Quick release manual tailgate pins
- Fully painted black
- Dirt shedding rails on exterior of dump unit
- Steel headboard and cab protector with see-through grating with minimum 32" cab protection
- 3-panel tailgate
- Heavy duty scissor hoist with safety drop bar for LOTO

- Frame to be painted black
- Electric pump
- All lights to be LED rubber-mounted recessed type
- Two LED strobe lights included with the mounting location to be specified by UMaine at time or order.

**Hitch Plate Specifications**

- Buyers brand prefabricated hitch plate installed. Hitch to be fully coated with Line-X, Rhino Liner or equivalent.
- Safety hooks
- 7-prong plug cutout
- Painted black to match truck frame
- All welds to be painted black after installation
- 2" class IV equivalent receiver

**Other Requirements**

- UMaine will be purchasing one (1) each complete unit as specified above.
- The truck shall be delivered fully serviced, tuned up, wheels balanced and ready to go.
- All steps to assemble the truck with the above items are the responsibility of the bidder.
- Statement of warranty covering all components purchased except for normal wear items.
- Statement of name and address of local Authorized Service Representative.
- Statement of trade-in value for UMaine truck #300-229, (2002 GMC 3500 4x4 Diesel with an 8 ½ foot V-plow, dump body, VIN # 1GDJK34182E272901). Please contact Harold Dall at 581-2646 for specifications and an on-site inspection.
- Delivery of and invoice for the units shall strictly be after July 1<sup>st</sup> 2015 but prior to August 1<sup>st</sup> 2015.

3.3 Vehicle specifications Sweeper Truck

**General Truck Specifications**

- Must be a new unit either model year 2015 or 2016
- Total GVW not to exceed 26,000 lbs
- Dual Wheel Rear Axle
- Maximum turning radius of 18'-0".
- Tires to F-load rated radial, minimum 12-ply
- Tire size to be determined by equipment company.
- If front and rear tires are the same, then one spare mounted tire to match truck tires on factory rim to be included. If front and rear tires are not the same, then one spare each mounted tire on factory rim to be included.
- All steel wheels to be painted.
- Mud flaps on all wheels.
- Diesel Truck Engine
  - o Minimum 210 HP
  - o Turbocharged
  - o Magnetic oil drain plug
  - o Heavy duty cooling system
  - o 120 Volt Engine block heater
  - o Spin on oil filter

- Diesel Auxiliary Engine
  - o Minimum 55 HP
  - o Turbocharged
  - o Magnetic oil drain plug
  - o Heavy duty cooling system
  - o 120 Volt Engine block heater
  - o Spin on oil filter
- Heavy duty automatic transmission with oil cooler system
- Tilt steering wheel preferred
- Air conditioning and cab heater
- Intermittent windshield wipers
- Rear camera
  - o Color
  - o Sound
  - o Night capable
- Curb side broom camera
  - o Color
  - o Night capable
- 7" minimum dash camera color display for viewing both curb and rear cameras. Rear camera to be displayed automatically when truck is placed into reverse.
- Exterior rear view mirrors
- Two 12" convex mirrors (left and right) mounted below the west coast mirrors.
- AM/FM radio
- Safety backup alarm
- Truck to be painted white
- Frame to be painted with black undercoating and fully fluidfilm coated
- Rear light arrangement to have the Reverse, Stop and Indicator lights in a vertical column, all separate lighting (not a pack). Lights to be LED.
- 12-volt electrical system with a heavy duty alternator
- Cloth seats with rubber floor mats
- Dash instruments shall include:
  - o Truck Engine
    - Tachometer
    - Speedometer
    - Oil Pressure
    - Water Temperature
    - Volt Meter
    - Fuel Gage
    - Hour Meter
  - o Auxiliary Engine
    - Tachometer
    - Oil Pressure
    - Water Temperature
    - Hour Meter
- Cab mounted fire extinguisher is excluded from this specification
- All filters and lube point shall be from ground level
- All pressurized filters to be spin-on type

- Safety engine shutdown systems for:
  - o Low oil pressure (both engines)
  - o High coolant temperature (both engines)
  - o High hydraulic oil temperature (auxiliary engine only)
  - o Low hydraulic level (auxiliary engine only)
- Doors shall be keyed alike
- Truck to be equipped with mud flaps on all wheels
- Yellow LED strobe lights to be mounted on the grill of truck unit – one strobe on each side of grill (contact UMaine for exact location at time of build)
- Fuel tank design shall be such that the main engine fuel line sits lower in the fuel tank than the auxiliary (sweeper) engine fuel line to prevent the truck from being stranded in a low fuel situation.
- Two front frame mounted tow hooks.

### **Sweeper Unit**

- Sweeper to be a mechanical unit (not air)
- Segmented side brooms on both sides of unit
- Side brooms shall be interchangeable (non-handed)
- Segmented main broom
- Single grease location for entire unit (preferred)
- All brooms to be hydraulic drive
- Minimum 58" wide main broom and 120" overall sweeping width
- Hydraulically positioned power tilt side brooms with down pressure and cab mounted pressure indicator gages.
- Hydraulically raise/lower main broom with down pressure and any adjustment shall be set without the use of any tools
- All brooms must fully retract when truck is placed into reverse and automatically return to position when placed in drive.
- LED lights to be mounted to shine on all brooms for driver visibility. LED lights to be activated with a cab mounted rocker switch.
- Two complete spare sets of broom segments for each of the three brooms to be included with the truck.
- Water spray nozzles to be placed in the following locations:
  - o Front bumper (minimum 5 each)
  - o Each side broom (minimum 3 each)
  - o Main broom (minimum 4 each)
- All nozzles to be identical.
- One complete spare set of spray nozzles.
- Visual indicator in cab showing side broom pressures
- Hopper full indicator light mounted in cab
- Elevator shall be reversible with forward/reverse in-cab controls
- Hopper unit shall be all steel construction with heavy duty paint
- Hopper to be either rear dump or side dump capable to dumping into a dump truck
- Hopper elevated "up position" indicator light mounted in cab
- Truck to become immobile as a safety feature when hopper is in raised position

- Hose with a quick disconnect coupler on one end and a 2-1/2" hydrant fire connection on the other end for water tank filling to be included with unit.
- Hose storage rack included on unit.
- Low water level in tank indicator light to be mounted in cab
- Poly water tank with minimum capacity of 200 gallons.
- Water pump shall be self-priming and run dry capable without damage.
- Yellow LED strobe lights to be mounted on rear of unit – one strobe on each side of unit (contact UMaine for exact location at time of build)
- Stall alarm (buzzer or light) for bound elevator.

### **Manuals & Training**

- Manuals shall include one (1) set of the following:
  - o Operator Manual
  - o Maintenance and repair manual
  - o Parts manual
- Dealer training for one session for University personnel on operation of unit.
- Dealer training for one session for University personnel on maintenance of unit.

### **General Requirements**

- All parts for major components shall have 48 hour availability.
- UMaine will be purchasing one (1) each complete unit as specified above.
- The truck shall be delivered fully serviced, tuned up, wheels balanced and ready to go.
- All steps to assemble the truck with the above items are the responsibility of the bidder.
- Statement of warranty covering all components purchased except for normal wear items.
- No fuel surcharge or mileage costs for any warranty service work.
- If warranty repairs cannot be made on campus, then any offsite warranty work will be done at the expense of the winning bidder.
- Statement of name and address of local Authorized Service Representative.
- Statement of trade-in value for UMaine truck #300-489, (2006 Allianz Street Sweeper, as of 3/12/15 – 1,321 hours and 5,393 miles). Please contact Harold Dall at 581-2646 for specifications and an on-site inspection.



## SECTION FOUR

### 4.0 SUBMISSION REQUIREMENTS:

Bidders shall ensure that all information required herein is submitted with the bid. All information provided should be verifiable by documentation requested by the University. Failure to provide all information, inaccuracy or misstatement may be sufficient cause for rejection of the bid or rescission of an award. Bidders are encouraged to provide any additional information describing operational abilities. Responses to each requirement below should be in order and clearly marked with the section number to which they respond.

- 4.1 Pricing: Bids shall include itemized statements from the bidder and any subcontractors for the vehicle and all accessories, labor, title and documentation, manuals, and delivery of vehicle.
- 4.2 Warranty
- 4.3 Name and address of local Authorized Service Representative
- 4.4 Trade-in value: Refer to Other Requirements in Section 3 of this RFB. The University reserves the right to decline bidder's trade-in offer.
- 4.5 Payment Method: The vehicle and all accessories shall be paid for after final acceptance and delivery of the vehicle to the University and approval of the itemized invoice. Indicate your ability to accept electronic payments. (Section 2.14)

SIGNATURE PAGE

COMPANY NAME: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Phone)

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(Cell Phone)

\_\_\_\_\_  
(E-mail Address)

\_\_\_\_\_  
(Date)

