

PUBLIC NOTICE

SEALED BIDS

The Warren County Board of Supervisors is seeking **SEALED BIDS** from licensed dealers to provide **(2) 2023 ¾ TON PICK-UP TRUCKS** for use by the Warren County Road Department. Deadline for receipt of bids is 10:00 a.m. CST on Thursday, June 29, 2023. The Bid File Number is **2023-0206**.

The specification package and instructions for submission of sealed bids may be obtained by visiting the website Central Bidding (Central Bidding House) at <https://www.centralauctionhouse.com/> or by contacting Victoria Bell, Purchasing Agent by email, vbelle@co.warren.ms.us. Bids may be submitted via electronic or paper delivery means. Paper Sealed Bid delivery shall be to the Warren County Purchasing Department, 913 Jackson St, Vicksburg MS 39183. Late or incomplete bids will not be considered. Modifications will not be considered after the closing date and time. For any questions relating to the electronic bidding process, please call Central Bidding at 225-810-4814 or the Warren County Purchasing Dept., 913 Jackson Street, Vicksburg, MS 39183, 601-638-7428. The following criteria shall be used to evaluate priced technical bids:

1. Compliance with Request for Bids submission requirements;
2. Response to Technical Specifications of Trucks required;
3. Demonstrated experience, ability and resources of the vendor to provide Trucks required;
4. Warren County's experience with the bidder or manufacturer, brand or model offered;
5. Warranty, maintenance and support services if applicable;

Companies submitting bids must be licensed dealers by the Mississippi Department of Revenue. The dealer shall provide the legal documentation for issuance of titles by the Mississippi Department of Revenue Title Division.

Warren County reserves the right to conduct oral or written discussions of the bids. Bidders may designate those portions of the bids which contain proprietary data they wish to remain confidential. The item or service procured shall be furnished in accordance with the bidder's bid and shall meet the requirements of the request for bids.

The Warren County Board of Supervisors reserves the right to determine responsible proposing companies, responsive and most advantageous bid(s), invite bids from multiple bidders, reject any and all bids and waive minor informalities in the bid process. Warren County reserves the right to award a contract to the bidder(s) believed most advantageous to Warren County, price and other factors considered.

This notice is published pursuant to an order of the said Board of Supervisors dated the 6th day of February 2023.

Warren County Board of Supervisors
By: Victoria Bell, Purchasing Agent

PUBLISH: June 7, 2023
June 14, 2023

**SPECIFICATIONS, TERMS AND CONDITIONS
FOR TWO 2023 ¾ TON CREW CAB PICKUP TRUCKS
BID FILE NO. 2023-0206**

I. GENERAL:

The Warren County Board of Supervisors is seeking **SEALED BIDS** from licensed dealers to provide **TWO 2023 ¾ TON CREW CAB PICKUP TRUCKS** for use by the Warren County Road Department. Deadline for receipt of sealed bids is 10:00 a.m. CST on Thursday, June 29, 2023. The Bid File Number is **2023-0206**.

To be considered for this project, bidders shall be licensed dealers by the Mississippi Department of Revenue. The dealer shall provide the legal documentation for issuance of titles by the Mississippi Department of Revenue Title Division.

The trucks furnished under this Request for Bids shall be new 2023 models of the most current production. Demonstrator, Used, Shopworn or Discontinued models are unacceptable. The intent of these specifications is to obtain Trucks that will adequately meet the needs of Warren County while promoting maximum legal competition. These specifications are intended to set a standard and identify minimum requirements. In no case are they used with the intention to discriminate against any provider.

It is the responsibility of the vendor to review the entire Bid packet and to notify the Warren County Purchasing Department if any specifications or conditions, in their opinion, unnecessarily restrict competition. Any inquiry or protest concerning these specifications must be received in the Warren County Purchasing Department office, in writing, no less than five (5) working days prior to the time and date set for the receipt of bids. The address is 913 Jackson Street, Vicksburg, MS 39183; the fax number is 601-634-4807.

In the event that addenda or changes to the specifications are issued within two (2) working days prior to the bid receipt deadline, the bid due date shall be reset to allow ample time for potential bidders to consider such addenda or changes and submit a responsive bid.

II. DELIVERY

Trucks shall be delivered, completely assembled and adjusted including standard and optional equipment required, in ready for use condition, to the Warren County Road Department at 200 County Lane, Vicksburg, MS 39183. Delivery shall be made within specified number of calendar days ARO as stated on the bid form. Purchase Order date shall be the official order date. Failure to deliver on time may be cause for cancellation of order.

III. WARRANTY

A full description of all warranty terms and conditions must be included in the bid. The warranty shall begin on the date the unit is determined to meet all specifications and is accepted into Warren County's equipment fleet.

IV. METHOD OF EVALUATION FOR BIDS:

1. Compliance with Sealed Bid submission requirements;
2. Responses to Technical Specifications of Trucks required;
3. Demonstrated experience, ability and resources of the vendor to provide Trucks required;
4. Warren County's experience with the bidder or manufacturer, brand or model offered;
5. Warranty, maintenance and support services if applicable;

V. SUBMISSION OF BIDS:

There are several documents to submit in order to be considered for possible award on this project. **SEE INSTRUCTIONS, FORMS AND WORKSHEETS PROVIDED ON THE FOLLOWING PAGES.**

It is understood that bidders who submit bids have read, understood and accepted these specifications as written, and by submitting a bid, agree to meet the specifications as written. Bid modifications, alterations or corrections received after the closing time specified shall not be considered. Bids must remain valid for a minimum of 60 days from the opening date. Warren County is a Tax Exempt Government Entity.

To be considered, bids must be signed by an owner or authorized officer or manager of the bidding company. It is the bidder's responsibility to ensure timely and complete bids are received with all required documentation included. Late and/or incomplete bids will not be considered.

VI. QUESTIONS

General questions regarding this request should be directed to Victoria Bell, Purchasing Agent, at the Warren County Purchasing Department, 913 Jackson Street, Vicksburg, MS 39183. The phone number is 601-638-7428. Email: vbell@co.warren.ms.us

For questions concerning the technical specifications and requirements for the equipment, prospective bidders may contact Road Department Shop Foreman Robert Hudson at the Warren County Road Dept. The phone number is 601-636-1431. Email: roberth@co.warren.ms.us

VII. OPENING:

Bid openings, whether electronic or traditional paper method, shall be conducted any time after they are received and shall be conducted by at least two procurement officials. From that point forward, bids will be considered under advisement. Warren County may conduct written or oral discussions with potential bidders.

The Warren County Board of Supervisors reserves the right to determine responsive offers or bids, waive minor informalities in the process, to reject any and all offers or bids, and to invite priced bids from those companies believed most advantageous to the County.

VIII. INSTRUCTIONS - Bid Submission for Two 2023 ¾ Ton Crew Cab Pickup Trucks

The following information applies to all bids. The documents listed below must be included in your bid, whether submitted by envelope or by electronic method. After you have obtained the Specification Package, you can submit bids by:

1. BID SUBMISSION BY SEALED ENVELOPE:

Prior to the deadline for receipt of bids, deliver your sealed envelope, marked as shown, to the Warren County Purchasing Department, 913 Jackson St, Vicksburg MS. Our staff will accept your envelope, time and date stamp it. Then you will be given a copy of the envelope as your receipt. Envelopes must be clearly marked with the **Bidder's name and address on the outside** and the following in the lower left corner. You may cut out and paste/tape the box below to your envelope in the lower left corner:

Sealed Bid for **TWO 2023 ¾ TON CREW CAB PICKUP TRUCKS**

RFP #2023-0206

MS Truck Dealer License Number: _____

Bids Due By: June 29, 2023 at 10:00 a.m.

Enclosed Bid signed by: _____
Printed Name Title

(Put the following documents inside the envelope!!!)

- A. Completed Bid Form (FORM A);
- B. Technical Specification List (FORM B) marked with YES or NO with references to the page/section of your brochures and literature to substantiate each specification. If unit offered is not compliant, provide information on what is being offered and reference page/section of brochures and literature to substantiate the exception;
- C. Evidence/Copy of MS Dealer's License;
- D. Any other information vendor would like for Warren County to consider;

2. BID SUBMISSION BY ELECTRONIC MEANS (Via Website):

Prior to the deadline for receipt of bids, bidders should gather all the documents shown below and scan/compile them into one PDF document. You will use a Browse feature to find it on your computer for upload.

- A. Completed Bid Form (FORM A);
- B. Technical Specification List (FORM B) marked with YES or NO with references to the page/section of your brochures and literature to substantiate each specification. If unit offered is not compliant, provide information on what is being offered and reference page/section of brochures and literature to substantiate the exception;
- C. Evidence/Copy of MS Dealer's License;
- D. Any other information vendor would like for Warren County to consider;

**** VISIT THE WEBSITE www.centralauctionhouse.com ****

Complete specifications and instructions for bidding may be obtained from Central Bidding at www.centralbidding.com. Interested contractors can register as a vendor for free and download plans for \$49 at www.centralbidding.com. For any questions relating to the electronic bidding process, please call Central Bidding at 225-810-4814 or the Warren County Purchasing Dept., 913 Jackson Street, Vicksburg, MS 39183. The phone number is 601-638-7428.

Please contact Victoria Bell, Warren County Purchasing Agent via ybell@co.warren.ms.us with any questions!

FORM #A

Bid Form

TWO 2023 ¾ TON CREW CAB PICKUP TRUCKS BID FILE NO. 2023-0206

To: Warren County Board of Supervisors

Date: _____, 2023

The undersigned proposes to furnish two **2023 ¾ TON CREW CAB PICKUP TRUCKS**, which meets or exceeds the specifications provided. The undersigned certifies that the minimum specifications, terms and conditions contained in this RFP have been considered and understood. By submitting a bid, I/we do certify that the units offered do meet or exceed the specifications contained in this Request for Bids.

MS Vehicle Dealers' License Number: _____

Vehicle literature is included: _____ Y/N

Marked YES/NO Specification Sheets are included? _____

Information on repair facility is included: _____ Y/N

Truck Repair Facility Location: _____

Warranty Terms and Conditions: _____

(Attach additional information as necessary)

VEHICLE INFORMATION

A. Truck: Year: _____ Make: _____ Model: _____

B. Delivery Time after receipt of order - Truck WHITE in color: _____ calendar days

Delivery Time after receipt of order - Truck GRAY in color: _____ calendar days

Delivery Time after receipt of order - Truck SILVER in color: _____ calendar days

Delivery Time after receipt of order - Truck BLACK in color: _____ calendar days

C. Attach Specifications Listing marked YES OR NO, with references (page, paragraph, etc) in last column to match actual specs in literature;

D. Attach literature to substantiate YES OR NO markings and any other information for consideration;

E. Notes or comments: _____

****For (2) ¾ TON CREW CAB PICKUP TRUCK: ** \$ _____ ** (per unit)**

Signed: _____ Printed Name: _____ Title: _____
(Owner, Corporate Officer or Authorized Mgr)

Company: _____

Address: _____

Phone: _____ FAX: _____ Email: _____

INCLUDE THIS FORM IN YOUR BID SUBMISSION!

IX. TECHNICAL SPECIFICATIONS:

This RFP contains general specifications for **TWO 2023 ¾ TON CREW CAB PICKUP TRUCKS.**

Bids will be considered from dealers licensed to sell vehicles in the State of Mississippi. Dealers are expected to provide and process the proper TITLE APPLICATION for the vehicle through the MS Department of Revenue, Title Division.

The equipment furnished under this Request for Bids shall be new 2023 models of the most current production. Demonstrator, Used, Shopworn or Discontinued models are unacceptable. Bidders shall include printed literature and detailed specifications for the equipment offered, with highlighted specifications to correlate back to the YES OR NO specifications listing provided.

This literature and specifications listing must be included in the submitted bid for consideration.

The following specifications are considered minimum acceptable. Any deviations must be equal to or exceed the written specifications.

VERY IMPORTANT:

BIDDERS MUST RETURN THE FOLLOWING CHART PAGES (SPECIFICATIONS LISTING WORKSHEET) WITH THEIR BID, MARKED YES OR NO, WITH INFORMATION ABOUT ANY EXCEPTION AND PAGE AND SECTION REFERENCE IN LITERATURE PROVIDED TO SUPPORT SPECIFICATION MET. FAILURE TO INCLUDE THESE COMPLETED PAGES WITH THE BID WILL BE GROUNDS FOR IMMEDIATE REJECTION OF THE BID WITHOUT FURTHER CONSIDERATION.

THIS SECTION LEFT BLANK ON PURPOSE

2023 PICK-UP SPECIFICATIONS

Y____ N____ 2023 YEAR MODEL

Y____ N____ 3/4 TON

Y____ N____ 4 x 4

Y____ N____ CREW CAB

Y____ N____ ELECTRIC WINDOWS AND LOCKS

Y____ N____ AIR CONDITIONING

Y____ N____ V-8 GAOLINE ENGINE

Y____ N____ AUTOMATIC TRANSMISSION

Y____ N____ STANDARD BED LENGTH

Y____ N____ REAR CAMERA

Y____ N____ ANTI-SPIN AXLE/AXLES

Y____ N____ TOWING PACKAGE

Y____ N____ TOW HOOKS

Y____ N____ FRONT AND REAR FLOOR MATS

Y____ N____ SPRAY IN BED LINER

Y____ N____ MIRROR DEFROSTER

COLORS AVAILABLE IN: [] WHITE [] GRAY [] SILVER [] BLACK
(PREFERRED) (PREFERRED)

Y____ N____ OPTIONS LIST WITH COSTS TO BE INCLUDED

Signed: _____ Printed Name: _____ Title: _____
(Owner, Corporate Officer or Authorized Mgr)

Company: _____

Address: _____

Phone: _____ FAX: _____ Email: _____

INCLUDE THIS FORM IN YOUR BID SUBMISSION!

Warren County Purchasing Department
Warren County Board of Supervisors
913 Jackson Street
Vicksburg, Mississippi 39183
Phone (601) 638-7428 Fax (601) 634-4807
Email: purchasing@co.warren.ms.us

August 5, 2019

Warren County Board of Supervisors
913 Jackson St
Vicksburg, MS 39183

RE: Bid Results and Award for Single Axle Crew Cab Truck/Chassis

Dear Board,

Pursuant to your authority, we held a Bid Opening for the procurement of (2) Single Axle Crew Cab Truck/Chassis on July 24, 2019. We had (2) vendors participating electronically using the Central Bidding website. Between the two bidders, a total of (107) bids were submitted.

Final results are as follows, pricing per each unit:

Vendor	Truck Make	Model	Purchase Price	Del Time

Tri State Truck	2020 International	MV607	\$74,000.00	180 Days

Empire Truck	2020 Freightliner	M2-106	\$74,500.00	125 Days

After review of the bids and discussion with the Road Department Equipment Foreman, I am recommending that the award be made to Tri State Truck as the lowest and best bid received. Due to issues that other counties have experienced with manufacturer's production times, it is my recommendation to also award alternate to Empire Truck in the event that we have an issue on delivery time with the primary award.

Pursuant to AG Opinion No. 2019-00169 dated June 28, 2019 regarding purchases of equipment by Board of Supervisors during the last 6 months of a term, this award should be made by unanimous vote and the motion should include the statement that the Board **proclaims this award is essential to the efficiency and economy of the operation of county government.**

Victoria Bell
Purchasing Agent
Warren County, MS