

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: October 17, 2018

SUBJECT: Bid Award for Purchase of (5) Ford Vehicles

PRESENTER: Doug Guffey

ATTACHMENTS:

- I. Bid Tabulation
- II. Specifications for Ford Vehicles
- III. Publishers Affidavit

SUMMARY OF REQUEST:

The Board is requested to approve the low bid and authorize Finance to proceed with purchasing five (5) 2019 Ford Escape SE 4WD vehicles. Bidding was conducted between August 29 and September 13, 2018. The bidder with the lowest overall cost was Asheville Ford for a total price of \$107,233.35.

Five (5) vehicles were approved in the Fiscal Year 2019 budget and meet the Henderson County Vehicle Replacement Plan criteria. The total FY2019 Budget for the purchase of these vehicles was \$124,150 comprised of the following departmental budgets: Department of Social Services \$26,000, Garage/Motor Pool \$24,150, Reappraisal \$48,000 (2 vehicles), and Wellness \$26,000.

BOARD ACTION REQUESTED:

The Board is requested to accept the low bid from Asheville Ford for \$107,233.35 and authorize Finance to proceed with the purchase.

Suggested Motion:

I move the Henderson County Board of Commissioners to accept the low bid from Asheville Ford for five 2019 Ford Escape SE 4WD vehicles and authorize Finance to proceed with the purchase.

Attachment I: Bid Tabulation

Bids received August 29-September 13, 2018

5 Ford Vehicles, Model Year 2019.

Bid Tabulation					
Formal Bid: (5) Ford Escapes Opened September 13, 2018 at 2:00PM					
Vendor Name	Description of Product Bid	Bid Price Unit Cost	Quantity	Extended Cost	Difference from Low Bid
Asheville Ford	2019 Ford Escape SE 4WD	\$21,446.67	5	\$107,233.35	
Lonnie Cobb Ford	2019 Ford Escape SE 4WD	\$23,384.00	5	\$116,920.00	\$9,686.65
Gwinnett Place Ford	2018 Ford Escape SE 4X4 SUV	\$24,815.00	5	\$124,075.00	\$16,841.65

Notes:

- A public notice seeking bids appeared in the Hendersonville Lightning on August 29, 2018.

Henderson County



Formal Bid for (5) 2019 Ford Vehicles

Due Date: Thursday, September 13, 2018

Time: 2:00 PM EST

Location: Henderson County Finance Department

Address: 113 N. Main Street
Hendersonville, NC 28792

NOTICE AND INSTRUCTIONS TO BIDDERS

County of Henderson
Doug Guffey-Purchasing Agent
Phone: 828.694.5023
Historic Court House Annex
113 N. Main Street
Hendersonville, NC 28792

Henderson County will receive sealed bids for the furnishing of (5) 2019 Ford 4-wheel drive sports utility vehicles as specified until 2:00 PM EST, Thursday, September 13, 2018 at the Henderson County Finance Department, 113 North Main Street, Hendersonville, NC 28792 where the bids will be publicly opened and read aloud. Bids must be sealed and visibly labeled as **“FORMAL BID: (5) SPORTS UTILITY VEHICLES”**.

Equipment must meet all specifications and be the kind and type specified, or an approved equivalent and will be awarded based upon the lowest responsive responsible bidder standard. A manufacturer's build sheet of the proposed equipment shall be included in addition to the completed specifications. All bids shall include delivery time and the price quoted must be based on delivery to Henderson County, North Carolina. Quoted price(s) should not include any sales or usage taxes but should reflect the actual bid price of the equipment.

The County will entertain bids for most recent model year and/or current model year vehicles. You must submit a separate proposal page for each type of offering with model year and style clearly defined. Should you have a "stock" (on yard in inventory) offering, please mark this proposal accordingly.

If an error or omission occurs bidder(s) must submit in writing no more than seventy-two hours after the bid opening, a request to withdrawal their bid, excluding Saturdays, Sundays, or Holidays for which Henderson County offices are closed.

All vehicles require 2 sets of keys, temporary tag, and all pertinent paperwork upon delivery. This shall include invoice, certificate of origin, odometer disclosure statement, and completed MVR-1 form. No dealer advertisement insignia is allowed on County vehicles. Only identification is OEM plates as shipped.

FEDERAL FUNDS: The source of funds for this request for bids includes the use of federal funds, therefore the following federal provisions apply pursuant to 2 C.F.R. § 200.326 and 2 C.F.R. Part 200, Appendix II (as applicable):Equal Employment Opportunity (41 C.F.R. Part 60); Davis-Bacon Act (40 U.S.C. 3141-3148); Copeland “Anti-Kickback” Act (40 U.S.C. 3145); Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708); Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387); Debarment and Suspension (Executive Orders 12549 and 12689); Byrd Anti-Lobbying Amendment (31 U.S.C. 1352); Procurement of Recovered Materials (2 C.F.R. § 200.322); and Record Retention Requirements (2 CFR § 200.324)

The County of Henderson reserves the right to reject any and/or all bids received, or to select the bid which, in our opinion, is in the best overall interest of the County.

Complete specifications shall be included on all equipment. Bidder must meet all of the above requirements for bid to be considered.

County of Henderson, North Carolina
Specifications for (5) 2019 Ford 4 Wheel Drive Sports Utility Vehicles

It is the intent of these specifications to set up minimum requirements for **(5) 2019 Ford 4-wheel drive sports utility vehicles** as specified. These specifications must be considered as minimum requirements. If it is necessary to bid alternate equipment or to take exceptions to the specifications as set forth, this must be so stated in your bid. Any reference to a model or brand is only to denote quality and does not mean that equal equipment will not be considered.

1. ENGINE:

- a. 1.5L Ecoboost Engine with manufacturers standard alternator, battery and cooling package.

2. TRANSMISSION/TRANSAXLE:

- a. Manufacturer's standard automatic transmission/transaxle.

3. PERFORMANCE ITEMS:

- a. Manufacturer's standard power steering.
- b. Manufacturer's standard gauges.

4. COMFORT ITEMS:

- a. Manufacturer's standard air conditioning with 134A system.
- b. Manufacturer's standard tinted glass all around.
- c. Manufacturer's standard AM/FM stereo.
- d. Power windows, power door locks, cruise control and tilt steering wheel.
- e. Manufacturer's standard floor covering.
- f. Manufacturer's standard production seats. Color: Grey
- g. Keys: two (2) per vehicle, single key locking system, (each vehicle keyed differently).

5. SAFETY ITEMS:

- a. Dual outside mirrors and inside rearview mirror.
- b. Interior dome lights with left and right door activated switches.
- c. Manufacturer's standard air bags.
- d. Back-up Camera

6. BRAKES:

- a. Four-wheel anti-lock brake ABS system.

7. TIRES AND WHEELS:

- a. Manufacturer's spare tire and rim
- b. Manufacturer's standard tires and wheels.

8. CHASSIS, FRAME, CAB:

- a. Wheelbase: 106"
- b. Manufacturer's standard fuel tank.
- c. Color: White

9. WARRANTY

- a. Powertrain: 5 year/60,000 miles
- b. Bumper to Bumper: 3 year/36,000 miles

10. Selected Options

- a. 50C All Weather Floor Mats (Set of 4)
- b. 50Q Cargo Area Protector
- c. SE Sync 3 Package

Delivery

Please deliver to Facility Services, 320 Williams Street. Hendersonville, NC 28792 with, 2 sets of keys, and one owner's manual.

Attachment III: Publishers Affidavit



P.O. Box 1276
Hendersonville, NC 28793
Phone: (828) 698-0407
E-mail: legals@hendersonvillelightning.com
Web: hendersonvillelightning.com

August 29, 2018

Doug Guffey
Purchasing Agent
Historic Courthouse Annex
113 N. King Street
Hendersonville, NC 28792

Notice: Advertisement for Sealed Bids

I, William L. Moss, affirming the following under the penalties of perjury state:

I am editor and publisher of the *Hendersonville Lightning*, a newspaper published, issued and entered as periodical mail in the City of Hendersonville, County of Henderson and State of North Carolina. I hereby certify that the advertisement annexed hereto was published in the editions of the *Hendersonville Lightning* on the following date or dates:

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And that the said newspaper in which such notice, paper, document or legal advertisement was published was, at the time of each and every such publication, a newspaper meeting all of the requirements and qualifications of Section 1-597 of the General Statutes of North Carolina and is a qualified newspaper within the meaning of Section 1-597 of the General Statutes of North Carolina.

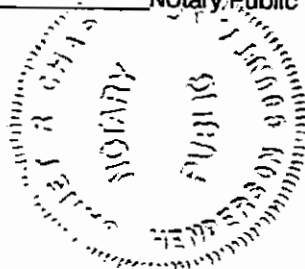
This 29th day of August, 2018.

(Signed)

Sworn to and subscribed before me this 29th day of August, 2018.

Janet R. Chapin

Notary Public



My commission expires December 11, 2019.

ADVERTISEMENT FOR
SEALED BIDS
HENDERSON COUNTY
PUBLIC NOTICE

The County will accept sealed bids for the furnishing of (5) 2019 Ford vehicles as specified until 2:00 PM EST, Thursday, September 13, 2018 at the Henderson County Finance Department, 113 North Main Street, Hendersonville, NC 28792 where the bids will be publicly opened and read aloud. Bids must be sealed and visibly labeled as "Formal Bid: (5) Ford Sports Utility Vehicles". The vehicles must conform to the specifications provided and will be awarded based upon the lowest responsive responsible bidder standard. A copy of the bid package may be obtained from the Henderson County Finance Department between the hours of 9:00 AM and 4:00 PM, Monday through Friday, excluding Holidays, or on Henderson County's website at <https://www.hendersoncountync.gov/search/site/bids>. Bidders with questions regarding vehicle specifications or the bid process may be referred to Doug Guffey, Purchasing Agent, at 828-694-5023. Henderson County reserves the right to reject any and/or all bids received, or to select the bid which, in our opinion, is in the best overall interest of the County.

Doug Guffey, Purchasing Agent
Henderson County Finance Department

8/29/18