

City of West Hollywood  
Public Safety Department

NOTICE INVITING BIDS, INSTRUCTIONS TO BIDDERS AND BID FORMS  
FOR

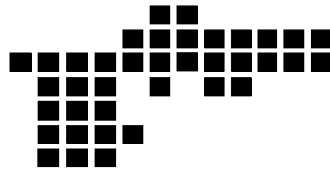
**VEHICLE PURCHASE FOR 9,350 lbs. minimum gross vehicle weight rating Ram  
Promaster Full Size High Roof Van**

IN THE CITY OF WEST HOLLYWOOD

BID SET  
BID OPENING  
**Tuesday, December 9, 2014**  
**3:00 p.m.**

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City of West Hollywood  
California 1984

**REQUEST FOR BIDS  
FOR  
VEHICLE PURCHASE FOR 9,350 lbs. minimum gross vehicle  
weight rating  
Ram Promaster Full Size High Roof Van**

IN THE CITY OF WEST HOLLYWOOD

NOTICE IS HEREBY GIVEN that sealed bids will be received by the **City of West Hollywood**, hereinafter referred to as the "CITY", for the above stated equipment in strict accordance with the bid specifications on file at the office of the City Clerk of the **City of West Hollywood**.

**The deadline for Requests for Bids is Tuesday, December 9, 2014 at 3:00 p.m.** Please see Instructions to Bidders and Bid Forms for format and full deadline information.

Bids will be received **until Tuesday, December 9, 2014, at 3:00 p.m.**, in the office of:

**City Clerk  
City of West Hollywood  
8300 Santa Monica Boulevard  
West Hollywood, CA 90069**

At which time bids will be publicly opened and read aloud. Late bids will not be accepted. Bids shall be submitted in sealed envelopes marked on the outside as follows:

**"SEALED BID FOR VEHICLE PURCHASE FOR  
9,350 lbs. minimum gross vehicle weight rating  
Ram Promaster Full Size High Roof Van  
DO NOT OPEN WITH REGULAR MAIL."**

The CITY reserves the right, after opening bids, to reject any or all bids, or to make award to the lowest responsible bidder and reject all other bids; to waive any informality in the bid process; to accept any bid or portion thereof; and to take all bids under advisement for a period of ninety (90) days. Bids will be compared on the basis of the total lump sum bid as shown on the Bid Form and selected criteria.

The **City of West Hollywood** hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, Disadvantaged Business and Women's Business Enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, creed, color, or national origin in consideration for an award.

Complete sets of said contract documents may be obtained from the **City of West Hollywood**, Public Safety Department 8300 Santa Monica Boulevard, West Hollywood, California 90069 by appointment. Please call 323-848-6414. The contract documents may be viewed at no charge by appointment if you wish to do so.

The City reserves the right to reject any and all bids and to award the contract to the Contractor who best meets the requirements set forth in the bid.

**INSTRUCTIONS TO BIDDERS  
FOR  
VEHICLE PURCHASE FOR 9,350 lbs. minimum gross vehicle  
weight rating  
Ram Promaster Full Size High Roof Van**

IN THE CITY OF WEST HOLLYWOOD

The City of West Hollywood is soliciting bids for the purchase of a 9,350 lbs. minimum gross vehicle weight rating Ram Promaster Full Size High Roof Van.

Sealed bids must be received by the City no later than 3:00 p.m. local time, on Tuesday, December 9, 2014, at the office of the City Clerk of the City of West Hollywood, 8300 Santa Monica Boulevard, West Hollywood, California 90069. On the front of all bids clearly write:

**"SEALED BID FOR VEHICLE PURCHASE FOR  
9,350 lbs. minimum gross vehicle weight rating  
Ram Promaster Full Size High Roof Van**

**DO NOT OPEN WITH REGULAR MAIL."**

Late bids will not be accepted. Questions regarding the bid forms and specifications may be directed to Bonnie Smith, Public Safety Supervisor at (323) 848-6371 or via email at Bsmith@weho.org.

**NOTICE TO BIDDERS**

The CITY hereby affirmatively ensures that minority business enterprises will be afforded full opportunity to submit bids in response to this notice and will not be discriminated against on the basis of race, color, national origin, ancestry, sex, or religion in any consideration leading to the award of a contract/agreement.

Bids must be prepared on the approved Bid Forms in conformance with the Instructions to Bidders and Bid Documents, and submitted in a sealed envelope plainly marked on the outside.

The City of West Hollywood reserves the right to reject any and all bids, or to waive irregularities or informalities in the selected bid as may be permitted by law. In addition, the City of West Hollywood reserves the right to reject the bidder who has been delinquent or unfaithful in any former agreement with the City of West Hollywood, should it deem this necessary for the public good. The City of West Hollywood reserves the right to take all bids under advisement for a period of ninety (90) days. No bidder may withdraw their bid for a period of ninety (90) days after the date from the opening thereof. The award of agreement, if made, shall be determined solely by the City of West Hollywood.

Bidders may not take exception to items in these specifications where the term “**No exceptions**” is specified.

When submitting bids, bidders are required to submit detailed literature and pictures of the vehicle they propose to furnish.

Bids will be considered on vehicles complying substantially with these specifications as determined by the City, provided each deviation is explained in detail and the substitution is described.

The determination of “equal” rests solely with the City. All warranties, expressed or implied, must be submitted in writing and will be evaluated as part of the bidder’s formal bid offering.

Delivery time must be submitted in writing and will be evaluated as part of the bidder’s formal bid offering.

Bidders are required to state the complete unit price, including sales tax in this bid. Prices quoted shall be F.O.B. West Hollywood, CA.

Failure to adhere to the aforementioned requirements for bid submission may be sufficient cause for rejection of the bid.

### **BID FORMS**

Bids shall be submitted in writing on the Bid Forms provided by the CITY. All information requested therein must be clearly and legibly set forth in the manner and form indicated. The CITY will not consider any bid not meeting these requirements.

### **INFORMATION REQUESTED AND NOT FURNISHED**

The information requested and the manner of submission is essential to prompt and fair evaluation of all bids. Accordingly, the City reserves the right to declare as non-responsive and reject any bids in which information is requested and is not furnished or when a direct or complete answer is not provided.

### **BID ERRORS**

Bidder is liable for all errors or omissions incurred in preparing the bid. Bidders will not be allowed to alter bid documents after the due date for submission.

Bidders are hereby notified that the City will rely on the accuracy and completeness of all information provided in making its selection. As such, bidders are urged to carefully review all information provided to ensure the clarity, accuracy and completeness of such information. As the City deems necessary and appropriate in its sole discretion, the City reserves the right to make any inquiries or other follow up required to verify the information provided.

## **RECEIPT OF EQUAL BIDS**

If two or more bids received are for the same total amount, quality being equal, and if the public interest will not permit the delay of re-advertising for bids, the City Council may accept the bid it chooses or accept the lowest bid made by negotiation with the tie bidders.

## **DELIVERY OF BID**

Bids shall be enclosed in a sealed envelope, plainly marked on the outside,

**"SEALED BID FOR VEHICLE PURCHASE FOR  
9,350 lbs. minimum gross vehicle weight rating  
Ram Promaster Full Size High Roof Van**

**DO NOT OPEN WITH REGULAR MAIL."**

Bids may be mailed or delivered by messenger. However, it is the Bidder's responsibility alone to ensure delivery of the bid to the hands of the CITY'S designated official (City Clerk) prior to the bid-opening hour stipulated in the Notice Requesting Sealed Bids. Late Bids will not be considered.

## **WITHDRAWAL OF BID**

A bid may be withdrawn by a written request signed by the bidder. Such requests must be delivered to the CITY'S designated official prior to the bid-opening hour stipulated in the Notice Requesting Sealed Bids. No bid may be withdrawn during the period of ninety (90) days after opening of bids.

## **IRREGULAR BID**

Unauthorized conditions, limitations, or provisions attached to a bid will render it irregular and may cause its rejection. The completed Bid Forms shall be without interlineations, alterations, or erasures. Alternative Bids will not be considered unless specifically requested. No oral, electronic, telegraphic, or telephonic bid modification or withdrawal will be considered.

## **INDEMNIFICATION**

Successful bidder and/or agencies participating in this solicitation agree to indemnify, defend and hold harmless the City and their elected and appointed officers, employees, agents and contractors from and against any and all liability and expense, including defense costs and legal fees, arising from or connected with claims and lawsuits for damage relating to the execution of this solicitation, subsequent purchases or contract, or lawsuits and damages relating to the products, equipment and/or vehicles purchased under said agreement.

## **FORMAL APPROVAL OF CONTRACT**

Acceptance of a bid does not constitute a contract with the City. A contract shall be created only by formal approval by the City Council of West Hollywood and issuance of a purchase order by the City Purchasing Agent.

The City may, at its discretion, reject all bids submitted. Under no circumstances shall the City be liable for any costs incurred in connection with the preparation and submission of any bid.

## **LIQUIDATED DAMAGES**

All time limits stated in the purchase order are of the essence. Should the delivery not be completed on or before the time stipulated, it is mutually agreed by and between the successful bidder and the City that:

A delay may seriously affect the public and the operation of the City; that a reduction in the unit price of Fifty Dollars (\$50) per calendar day for each and every day for each unit which exceeds the delivery time set forth in the purchase order is the nearest measure of damages for each delay that can be fixed at this time; therefore, the City and the successful bidder hereby establish said reduction in the unit price of Fifty Dollars (\$50) per calendar day for each and every day of delay for each unit as liquidated damages and not as a penalty or forfeiture for the breach of agreement to complete delivery by the successful bidder on or before the time specified in the purchase order.

Liquidated damages shall not apply to time elapsing between date of delivery and date of notification to the successful bidder or rejection of sub-specification material.

The above conditions may be evoked if deliveries exceed the specified time or if replacement of material not meeting specification exceeds the specified time.

Should the successful bidder be obstructed or delayed in the work required to be done herewith by changes in the work or by default, act, or omission of the City, or by strikes, fires, acts of God, or by the inability to obtain materials, equipment or labor due to federal government restrictions arising out of the defense or war program, then the time of completion shall be extended for such periods as may be agreed upon by the City and the successful bidder.

If there is insufficient time to grant such extensions prior to completion date of the contract, the City may, at the time of acceptance of the work, waive liquidated damages which may have accrued for failure to complete the work on time, due to any of the above, after hearing evidence as to the reasons for such delay and making a finding as to the cause of same.

In the event that the successful bidder is on strike at the time of the award of the bid, the City reserves the option to accept the first acceptable bid from a manufacturer that is not on strike.



## **COMPLIANCE WITH CODES AND STATUTES**

The vehicles shall conform in every respect with the latest editions of the Motor Vehicle and Administrative Codes and Regulations of the State of California, Federal Motor Vehicle Safety Standards and all applicable provisions of the California Occupational Safety and Health Act.

It is the sole responsibility of the successful bidder to advise the City in writing of any conflicts between the requirements herein and the aforementioned Codes and Standards.

## **INTENT OF SPECIFICATIONS**

It is the intent of these specifications to obtain vehicles that will meet the rigorous requirements of city emergency support service.

These specifications are intended to describe the type, size and quality of vehicles desired and to cover the furnishing and delivery to the purchaser of complete vehicles equipped as hereinafter specified.

These specifications are intended to describe the City's minimum requirements.

Minor details of construction and materials, where not otherwise specified, are left to the discretion of the manufacturer, who shall be solely responsible for the design and construction of all features.

## **INFORMATION REQUIRED**

The following shall be furnished with the vehicle, unless noted "total", at the time of delivery, as well as other potentially necessary documents and information:

4 - Keys

1 - Operator's Manual

1 - Warranty Book and/or Card with delayed start warranty, **No Exceptions.**

1 - Dealer's New Vehicle Report of Sale

1 - Smog Certificate (if required)

1 - Invoice for Vehicle Received

1 - Owner's manual and warranty card for any supplied equipment

State of California "**Exempt**" registration documentation shall be completed by the selling dealer and indicate the legal and registered owner as: **CITY OF WEST HOLLYWOOD,**

8300 Santa Monica Boulevard, West Hollywood, CA 90069. Failure to provide any of the printed material specified above may be cause for rejection of the vehicle.

## **GENERAL**

The complete vehicle, including the body, finish, fittings, components and accessories shall be the latest model, shall be new and shall not be used in demonstrator or other service, and shall be factory standard or factory provided in all respects not in conflict with specific requirements.

The design of the vehicles shall be such that it does not hamper or restrict subsequent installation and use of emergency equipment, radios and light bar siren configuration to the satisfaction of the City.

When the specification for particular items is not defined, manufacturer's standards are either satisfactory, or they are not applicable to this vehicle.

All "standard" equipment shall appear on the vehicle as listed or reflected in the manufacturer's applicable sales brochure.

Successful bidder to provide verification of dealer order within fifteen (15) days of receiving purchase order. The verification is to be forwarded to the City's Project Manager.

## **WARRANTY**

Manufacturer's standard bumper to bumper warranty shall be provided. Three (3) years/ 36,000 miles minimum.

Manufacturer's standard warranty for drive train shall be provided. Five (5) years / 100,000 miles minimum but shall not reduce any other standard warranty.

The warranty shall begin from the date and odometer reading when the City places the vehicle in active service.

Warranty work will be performed at any dealership convenient to the City.

Use of other than original equipment parts shall not void the warranty.

Routine required service inspections may be performed by City mechanics and/or contractors and shall not void the warranty.

Upfitting, including but not limited to the installation of cabinetry, additional seating, HVAC, AC/DC electrical systems, communications and warning lighting by the City and/or its contractors shall not void the warranty.

## **DELIVERY**

All vehicles delivered to the City as a result of this solicitation shall be identical in every

respect with the vehicle called for specifically in these specifications unless otherwise noted herein.

All vehicles will have the dealer preparation service work, normally performed by the dealer, completed prior to delivery.

All vehicles will be delivered clean, with fuel tanks **full** and ready for immediate service.

City personnel will inspect all vehicles for compliance with specifications. If defects are found requiring correction, it shall be the dealer's responsibility to return them for correction. All transportation to and from the City Facility will be the responsibility of the vendor until the vehicle or vehicles are accepted. Any vehicle or vehicles not accepted shall be removed immediately from the City Facility at the vendor's expense.

All vehicles shall be delivered to City Hall, 8300 Santa Monica Boulevard, West Hollywood, CA 90069. The City's Project Manager, Bonnie Smith, **shall be notified at (323) 848-6414, 24 hours prior to delivery**, between the hours of 8:00 a.m. and 3:00 p.m. daily, except weekends and holidays. **No exceptions**

### **DESCRIPTION OF EQUIPMENT**

These specifications describe (as outlined in the bid documents) a 2014/2015 9,350 lbs. minimum gross vehicle weight rating Ram Promaster Full Size High Roof Van designed for use by City of West Hollywood Public Safety Department.

All equipment supplied under these specifications shall be the manufacturer's latest production model, including all standard equipment and its latest changes, all approved and incorporated field designed and implemented changes, revisions and additions at the time of delivery. All equipment furnished under this contract shall be new, unused and the same as the manufacturer's current production model. Accessories not specifically mentioned herein, but necessary to furnish complete unit ready for use, shall also be included. Unit shall conform to the best practice known to the body trade in design, quality of material and workmanship.

The vendor is expected to obtain all equipment specified herein, combine into a route-ready vehicle, and deliver to the City within 30 business days of the award of the bid by the City or within a timeline mutually agreed on by the City and the bidder.

### **REQUESTS FOR INFORMATION**

Any errors, omissions, or discrepancies found in the bid documents shall be called to the attention of the CITY and clarified prior to the submission of bids.

**The deadline for Requests for Information (RFI's) is Tuesday, December 2, 2014 at 3:00 p.m.** The format is as follows:

1. Contractor to submit all requests for clarification of additional information in writing to the City of West Hollywood's Project Manager Bonnie Smith.

2. RFIs shall be numbered sequentially.
3. Each RFI shall be limited to one subject.
4. An RFI should be submitted if any one of the following occur:
  - a. Contractor discovers an apparent conflict or discrepancy between portions of the Bid Documents
  - b. Contractor discovers what appears to be an omission from the Bid Documents

Questions regarding the submission of RFI's shall be directed to Bonnie Smith via email at Bsmith@weho.org

### **PERMITS AND FEES**

The successful bidder shall comply with all applicable federal, state and local requirements. The dealer is responsible for licensing the bid vehicle(s). The vehicle(s) must be delivered with a State of California Department of Motor Vehicles Temporary Identification affixed to the windshield. Exempt license plates shall be delivered to the City within 90 days of vehicle(s) delivery. Any documentation fees must be included in the vehicle(s) bid price.

### **ADDENDUM(S)**

The City reserves the right to issue addendum(s) to this NOTICE REQUESTING SEALED BIDS, which may add additional requirements to be considered responsive. All Bidders must acknowledge any addendum(s) issued as a result of any change in this NOTICE REQUESTING SEALED BIDS. Failure to indicate receipt of addendum(s) on acknowledgement form provided with issued addendum(s) may result in a bid being rejected as non-responsive. Whenever possible, all addendum(s) will be issued via email.

### **LAWS AND REGULATIONS**

The unit furnished to meet these specifications, including all equipment and accessories, must comply with the current applicable regulations and standards of the California Air Resources Control Board (CARB), OSHA, California-OSHA, ANSI, and all other applicable State or Federal standards and regulations that may apply.

### **MAINTENANCE**

The City may consider using the successful bidder for maintenance and service, but the City reserves the right to use other companies for maintenance and service for any reason.

## **BID FORMAT**

The bidder shall submit to the City a sealed, complete bid response package detailing the equipment proposed to meet these specifications. All bidders must use the attached Bid Forms. The standard vendor quotation is not an acceptable substitute for completion of the attached forms. The attached forms must be filled out completely.

## **DISQUALIFICATION OF BIDDERS**

More than one bid from an individual, firm, partnership, corporation, or association under the same or different names will not be considered. Reasonable grounds for believing that any bidder is interested in more than one bid for the equipment requested will cause the rejection of all bids in which such bidder is interested. If there is reason for believing that collusion exists among the bidders, all bids will be rejected and none of the participants in such collusion will be considered in future bids. No bid will be accepted from a bidder who has not been licensed in accordance with the provisions of the State of California Business and Professions Code and who do not possess the appropriate State of California Business licenses to supply the required equipment under this Notice Requesting Sealed Bids, at the time of bid submittal.

## **COMMUNICATIONS REGARDING THIS NOTICE REQUESTING SEALED BIDS**

Communications regarding this NOTICE REQUESTING SEALED BIDS shall be made exclusively with the designated Project Manager named in these instructions. Bidders that contact other City personnel or City Council members after the City releases this NOTICE INVITING BIDS and throughout the evaluation period may be disqualified from consideration. This requirement applies to bidder's representatives, lobbyists and agents. If you feel it is necessary to communicate with someone aside from the designated Project Manager about this process, please do so in writing to the Director of Human Services.

## **LEGAL RESPONSIBILITIES**

All bids must be submitted, filed, made, and executed in accordance with State and Federal laws relating to bids for agreements of this nature whether the same or expressly referred to herein or not. Any bidder submitting a bid shall by such action thereby agree to each and all of the terms, conditions, provisions, and requirements set forth, contemplated and referred to in the Request for Bids, Instructions to Bidders and Bid Forms to full compliance therewith.

## **PROPERTY OF CITY/PROPRIETARY MATERIAL**

All bids submitted in response to this NOTICE REQUESTING SEALED BIDS shall become the property of the City and subject to the State of California Public Records Act. Bidders must identify all copyrighted material, trade secrets or other proprietary information that the bidders claim are exempt from the California Public Records Act (California Government Code Section 6350 et seq.).

In the event a bidder claims such an exemption, the bidder is required to state in the bid the following: "The Bidder will indemnify the City and its officers, employees and agents, and hold them harmless from any claim or liability and defend any action brought against them for their refusal to disclose copyrighted material, trade secrets or other proprietary information to any person making a request thereof."

Failure to include such a statement shall constitute a waiver of a bidder's right to exemption from this disclosure.

### **COST OF BID SUBMISSION**

The City is not responsible for any costs incurred by bidder while submitting bids. All bidders who respond to solicitations do so solely at their own expense.

### **BUSINESS LICENSE**

The bidder must have, or obtain a valid license to do business in the City of West Hollywood prior to the issuance of an agreement.

### **AWARD OF AGREEMENT**

The award of agreement, if made, will be to the lowest responsive and responsible bidder as determined solely by the City of West Hollywood. The award, if made, will be made within ninety (90) days after the opening of the bids, provided that the award may be made after said period if the successful bidder has given the City of West Hollywood written notice of the withdrawal of his /her bid.

CITY OF WEST HOLLYWOOD

**BID FORM**

**FOR**

**VEHICLE PURCHASE FOR 9,350 lbs. minimum gross vehicle weight rating  
Ram Promaster Full Size High Roof Van**

IN THE CITY OF WEST HOLLYWOOD

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

CONTACT PERSON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

BUSINESS LICENSE NUMBER: \_\_\_\_\_

TYPE OF LICENSE: \_\_\_\_\_

(One copy of the Bid Forms, Pages B-1 through B-12 shall be submitted as the bid)

**BID FORM**  
**FOR**  
**VEHICLE PURCHASE FOR 9,350 lbs. minimum gross vehicle weight rating**  
**Ram Promaster Full Size High Roof Van**

IN THE CITY OF WEST HOLLYWOOD

TO THE CITY OF WEST HOLLYWOOD, as CITY

In accordance with CITY'S Notice Requesting Sealed Bids, the undersigned hereby proposes to furnish all equipment, tools, labor, and incidentals required to deliver the above stated equipment as set forth in the Instructions to Bidders and Bid Documents and to perform all work in the manner and time prescribed therein.

BIDDER declares that this bid is based upon careful examination of the Instructions to Bidders and Bid Forms. If this bid is accepted for award, bidder agrees to enter into an agreement with CITY at the unit and/or lump-sum prices set forth in the following Bid Schedule.

It is agreed that the unit and/or lump sum prices shall include all appurtenant expenses, taxes, royalties, and fees. In the case of discrepancies in the amounts proposed, unit prices shall govern over-extended amounts, and words shall govern over figures.

If awarded the agreement, the undersigned further agrees that in the event of the bidders default in executing the required agreement after the date of the CITY'S Notice of Award of agreement to the bidder, this bid and the acceptance hereof may, at the CITY'S option, be considered null and void.



**BID FORM**  
**FOR**  
**VEHICLE PURCHASE FOR 9,350 lbs. minimum gross vehicle weight rating**  
**Ram Promaster Full Size High Roof Van**

IN THE CITY OF WEST HOLLYWOOD

Please review this Bid Form and the Instructions to Bidders thoroughly. Successful bidder must be able to make vehicle delivery within the specified timeframe. "Total Price of Vehicle" equals the total Out The Door ("OTD") cost to the City of West Hollywood for said vehicle including but not limited to all applicable sales tax, destination and handling fees, delivery fees, processing and handling fees, selected vehicle options and/or equipment.

The City reserves the right to withdraw and/or cancel this solicitation at any time, without formal notice. Bid Specifications indicate one Base model **9,350 lbs. minimum gross vehicle weight rating Ram Promaster Full Size High Roof Van.**

Bidder may offer an *equivalent* vehicle however; all proposed non-specified vehicles shall require approval by the City of West Hollywood as part of the bid submission. Bidder must deliver said vehicle(s) to the City of West Hollywood, City Hall, 8300 Santa Monica Boulevard, West Hollywood, CA 90069. Delivery to City of West Hollywood shall be included in "Total Price of Vehicle ("OTD"). All deliveries shall be made Monday through Thursday, between 8:00 a.m. & 3:00 p.m., except weekends and holidays. Modified delivery dates will not be granted.

**This bid must be filled out completely or a vendor may be considered non-responsive.**

**1A. VEHICLE SPECIFICATIONS STANDARD FEATURES**

**CHECK THE APPROPRIATE BOX FOR ITEMS (INCLUDED OR NOT INCLUDED)**

|  | <b><u>INCLUDED</u></b> | <b><u>NOT<br/>INCLUDED</u></b> |
|--|------------------------|--------------------------------|
| <b>EXTERIOR</b>  |                        |                                |
| Five door high roof cargo van  |                        |                                |
| Driver and passenger door  |                        |                                |
| One right side sliding cargo door with dark tint window  |                        |                                |
| Double opening hinged rear cargo doors with 260* Swing providing unobstructed cargo access, each with dark tint window |                        |                                |
| Dual beam halogen daytime running headlamps<br><b>a. One piece sealed beam headlamp bulbs unacceptable</b>             |                        |                                |
| Charcoal grille  |                        |                                |
| Charcoal front bumper  |                        |                                |
| Charcoal rear bumper   |                        |                                |
| Duel tone electric horns   |                        |                                |
| Factory solar tinted glass. Dark tint behind driver  |                        |                                |
| Power remote side mirrors  |                        |                                |
| Security alarm system  |                        |                                |
| Four (4) keys  |                        |                                |
| <b>INTERIOR</b>  |                        |                                |
| Rubber mat cargo floor   |                        |                                |
| Upfitter 12 VDC interface and connectors   |                        |                                |
| Rear heater and A/C prep package   |                        |                                |
| <b>CAB</b>   |                        |                                |
| Gauges: Full instrument/indicator light package  |                        |                                |
| Factory air conditioning   |                        |                                |
| Rear air conditioning prep package   |                        |                                |
| Interior convenience group to include locking glove box, shelf above roof trim and windshield document holder          |                        |                                |
| Factory AM/FM/CD stereo radio  |                        |                                |
| Digital clock  |                        |                                |
| Factory Blue Tooth   |                        |                                |
| Rear park assist   |                        |                                |
| Back up camera and monitor   |                        |                                |

|   |  |  |
|---|--|--|
| Front 12 VDC power point  |  |  |
| Front USB power point   |  |  |
| Multiple speed/intermittent windshield wipers                   |  |  |
| Cruise control  |  |  |
| Color-keyed sun visors  |  |  |
| Power windows and door locks                                    |  |  |
| Day/night rearview mirror                                       |  |  |
| Remote inside hood release                                      |  |  |
| Tilt\telescope steering column                                  |  |  |
| Color-keyed door trim panels with arm rests                     |  |  |
| Factory manual adjust full swivel fabric driver seat            |  |  |
| Factory manual adjust full swivel fabric passenger seat         |  |  |
| Full color keyed cloth cab space headliner                      |  |  |
| Dark gray upholstery  |  |  |
| Full color keyed vinyl cab floor covering                       |  |  |
| Carpeted protective floor mats                                  |  |  |
| Dome lights with master switch and courtesy dome light switches |  |  |
| Tire pressure monitoring system                                 |  |  |
| Dual stage driver and passenger front airbags                   |  |  |

|  | <b><u>INCLUDED</u></b> | <b><u>NOT<br/>INCLUDED</u></b> |
|--|------------------------|--------------------------------|
| <b>WHEELS AND TIRES</b>  |                        |                                |
| Steel belted 225/75R16C BSW all-season tires   |                        |                                |
| Full size conventional spare tire with under frame crank carrier, jack and lug wrench  |                        |                                |
| Wheel size (All Wheels) 16" steel painted gray with factory center caps  |                        |                                |
| All five (5) tires and wheels shall be alike and interchangeable   |                        |                                |
| <b>ENGINE</b>  |                        |                                |
| 3.6 liter V-6 EFI gasoline engine  |                        |                                |
| All engine and accessory sheaves shall be driven by a single, heavy-duty, serpentine-type belt. The manufacturer's stand size belt shall accommodate the alternator specified. NO EXCEPTIONS |                        |                                |
| <b>TRANSMISSION – TRANSFER</b>   |                        |                                |
| Electronic 6-speed automatic overdrive transaxle<br>auxiliary transmission cooler  |                        |                                |
| <b>FUEL SYSTEM</b>   |                        |                                |
| 24 gallon fuel tank  |                        |                                |
| <b>ELECTRICAL SYSTEM</b>   |                        |                                |
| 220 amp factory installed alternator   |                        |                                |
| Heavy-duty low maintenance battery   |                        |                                |
| Factory installed 12 VDC interface block   |                        |                                |

|   | <b><u>INCLUDED</u></b> | <b><u>NOT INCLUDED</u></b> |
|---|------------------------|----------------------------|
| <b>VEHICLE DIMENSIONS (in.)</b>   |                        |                            |
| Wheelbase 159" maximum  |                        |                            |
| Overall length 250"   |                        |                            |
| Overall height – (empty) 101" maximum                                       |                        |                            |
| Overall width – excluding mirrors - 81" maximum                             |                        |                            |
| Cargo floor interior length 160"  |                        |                            |
| Side cargo door opening 49"W x 69"H   |                        |                            |
| Rear cargo door opening 56"W x 70"H   |                        |                            |
| Cargo space headroom 76" minimum  |                        |                            |
| Maximum gross axle weight rating, front 4,600 lbs.                          |                        |                            |
| Maximum gross axle weight rating, rear 5,250 lbs.                           |                        |                            |
| Gross vehicle weight rating 9,350 lbs. minimum                              |                        |                            |
| Payload - 4,100 lbs. minimum  |                        |                            |
| Seating capacity – 2  |                        |                            |
| Turning circle diameter - 47" maximum space on each side                    |                        |                            |
|   |                        |                            |
| <b>AXLE - SUSPENSION - STEERING</b>   |                        |                            |
|   |                        |                            |
| Heaviest duty available factory front and rear suspension                   |                        |                            |
| Front drive transaxle with 3.86 gear ratio                                  |                        |                            |
| Heavy-duty factory front and rear stabilizer bars whenever available        |                        |                            |
| Heavy-duty front and rear gas shock absorbers                               |                        |                            |
| Power assisted steering   |                        |                            |
|   |                        |                            |
| <b>BRAKES</b>   |                        |                            |
|   |                        |                            |
| Hydraulic brake system  |                        |                            |
| Power assisted  |                        |                            |
| Heaviest duty available factory system                                      |                        |                            |
| Four-wheel anti-lock disc brake system<br><b>(NO EXCEPTIONS)</b>            |                        |                            |
|   |                        |                            |
| <b>CHASSIS</b>  |                        |                            |
|   |                        |                            |
| Heavy-duty, galvanized steel uni-body                                       |                        |                            |
| Factory 5,000 lb. minimum trailer tow package with 7 and 4 pin wire harness |                        |                            |
|   |                        |                            |
| <b>COOLING SYSTEM</b>   |                        |                            |
| Heaviest duty, factory installed cooling system components available        |                        |                            |
|   |                        |                            |

|   |  |  |
|---|--|--|
|   |  |  |
| <b>PAINT</b>  |  |  |
|   |  |  |
| The entire van body and doors shall be finished in a standard solid factory paint color "White" |  |  |
| All painted surfaces shall be suitably primed before painting                                   |  |  |

**1B. TOTAL BID PRICE (ONE VEHICLE)**

|  |           |
|--|-----------|
| <b>PRICE OF BASE VEHICLE (ONE VEHICLE)</b>   | <b>\$</b> |
| <b>APPLICABLE TAX AND FEES (ONE VEHICLE)</b> | <b>\$</b> |
| <b>TOTAL PRICE OF VEHICLE (ONE VEHICLE)</b>  | <b>\$</b> |

**TOTAL AMOUNT OF BID IN WORDS:**

\_\_\_\_\_

\_\_\_\_\_

In case of a discrepancy between words and figures, the words shall prevail. If the amounts proposed on individual items (if called for) do not in fact add up to the total amount shown by the bidder, the correctly added total of the individual items shall prevail over the total figure shown by the bidder if there is a discrepancy between these figures.

**BIDDER'S INFORMATION**

BIDDER certifies that the following information is true and correct:

Bidder's Name \_\_\_\_\_

Business Address \_\_\_\_\_

\_\_\_\_\_

Telephone Number \_\_\_\_\_

Business License Number \_\_\_\_\_

REFERENCES

The following are the names, addresses, and telephone numbers for three public agencies and/or private sector firms for which BIDDER has performed similar work within the past 2 years:

1. \_\_\_\_\_  
Name and Address of Owner

\_\_\_\_\_  
Name and telephone number of person familiar with project

\_\_\_\_\_  
Contract amount                      Type of work                      Date completed

2. \_\_\_\_\_  
Name and Address of Owner

\_\_\_\_\_  
Name and telephone number of person familiar with project

\_\_\_\_\_  
Contract amount                      Type of work                      Date completed

3. \_\_\_\_\_  
Name and Address of Owner

\_\_\_\_\_  
Name and telephone number of person familiar with project

\_\_\_\_\_  
Contract amount                      Type of work                      Date completed

BIDDER'S VIOLATION OF LAW/SAFETY QUESTIONNAIRE

In accordance with Government Code Section 14310.5, the bidder shall complete, under penalty of perjury, the following questionnaire.

QUESTIONNAIRE

Has the Bidder, any officer of the Bidder, or any employee of the Bidder who has a proprietary interest in the Bidder ever been disqualified, removed, or otherwise prevented from proposing on or completing a Federal, State, or local government project because of a violation of law or a safety regulation?

Yes \_\_\_\_\_ No \_\_\_\_\_

If the answer is yes, explain the circumstances in the space provided.

Note: This questionnaire constitutes a part of the bid, and a signature portion of the bid shall constitute signature of this questionnaire.



CITY OF WEST HOLLYWOOD  
NONCOLLUSION AFFIDAVIT TO BE EXECUTED BY BIDDER  
AND SUBMITTED WITH BID

STATE OF CALIFORNIA            )  
  ) SS  
COUNTY OF                            )

\_\_\_\_\_, being first duly sworn,  
deposes and says that he or she is \_\_\_\_\_,  
of \_\_\_\_\_, the party making the  
foregoing Bid that the Bid is not made in the interest of, or on behalf of, any undisclosed  
person, partnership, company, association, organization, or corporation; that such Bid is  
genuine and not collusive or sham; that said BIDDER has not directly or indirectly induced  
or solicited any other BIDDER to put in a false or sham Bid, and has not directly or  
indirectly colluded, conspired, connived, or agreed with any other BIDDER or anyone else  
to put in a sham Bid, or that anyone shall refrain from bidding; that the BIDDER has not in  
any manner, directly or indirectly, sought by agreement, communication, or conference with  
anyone to fix the bid price of the BIDDER or any other BIDDER, or to fix any overhead,  
profit, or cost element of the bid price, or of that of any other BIDDER, or to secure any  
advantage against the public body awarding the contract of anyone interested in the  
proposed contract; that all statements contained in the Bid are true; and further, that the  
BIDDER has not, directly or indirectly, submitted his or her bid price or any breakdown  
thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and  
will not pay, any fee to any corporation, partnership, company association, organization, bid  
depository, or to any member or CITY thereof to effectuate a collusive or sham Bid.

Signed \_\_\_\_\_

\_\_\_\_\_  
Title

By submission of this bid, the applicant represents that neither it, nor any subsidiary substantially owned by it, does not maintain any policy or practice which prohibits free business interaction with the nation of Israel.

IN WITNESS WHEREOF, BIDDER executes and submits this bid with the names, title, hands, and seals of all forenamed principals this \_\_\_\_ day of \_\_\_\_\_, 2014.

BIDDER \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The undersigned declares under penalty of perjury under the laws of the State of California that the representatives made hereto are true and correct.

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
Printed Name

Subscribed and sworn to this \_\_\_\_ day of \_\_\_\_\_, 2014.

**NOTARY PUBLIC** \_\_\_\_\_