



# Invitation To Bid (ITB)

JOHNSON COUNTY PURCHASING AGENT  
211 N. CHURCH STREET  
MOUNTAIN CITY, TN 37683  
Phone: (423) 727-7861

Requisition # 34351

Bid Name Crew Cab 4x4 XL

Sealed Bids will be received by the Johnson County Purchasing Agent until the date shown below for articles specified below, and under the following conditions, unless otherwise specified by the Johnson County Purchasing Agent:

**Invitation to Bid:** One (1) NEW 2020 Ford F-350 Crew Cab 4x4 XL To Spec or Pre-Authorized Equivalents

(Description on Page 3)

**For:** Johnson County Government – Highway Department

**Sealed Bids will be accepted until:** March 11, 2020; 2:00 PM (Using Purchasing Agent's Clock) A public bid opening meeting will also be held at 2:00 PM on March 11, 2020 in the Purchasing Agents Office at the address below.

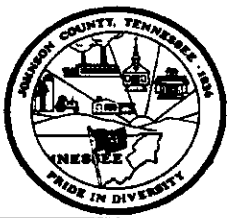
If applicable to this ITB, Prices quoted must include all transportation charges, packing, and drayage. Bids must be free from alteration, or erasures, and all signatures must be hand signed in ink by individual or firm making the bid. Carefully review all sections before submission. Incomplete documents may be rejected. You may include other documentation for review inside sealed bid envelope. The Purchasing Agent/Committee and/or the Johnson County Commission, reserve the right to waive technicalities, to reject any or all bids/proposals, to request additional information from all bidders, to use any ideas presented in bids, and to negotiate with one or more of the finalists regarding terms of the engagement. Johnson County, TN intends to select the company that, in its opinion, best meets the County's needs. All documents become the property of Johnson County, TN when submitted, and will not be returned. Johnson County is not responsible for any cost related to bid submissions. For proprietary information that you may send with your bid, please include a list of information that shall be redacted after an award is made under this bid. A copy of the awarded bid shall become part of any contract or agreement entered into by Johnson County, TN & the vendor.

**ITB Return Address for the outside of the envelope:** Johnson County Purchasing Agent  
Dustin Shearin  
211 N. Church Street  
Mountain City, TN 37683

**\*Note:** Any potential bid packages that are not plainly marked are considered VOID if mistakenly opened prior to the submission deadline.

All bids will be considered in accordance with Title VI and without regard to age, sex, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability that does not prohibit the performance of duty.

**Under this ITB, your company may not offer all items or services requested. Please include a list of these omissions and any alternatives available.**



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## Basis of Award:

Bids will be evaluated based upon (but not limited to) the following criteria:

1. Delivery Timeline.
2. Vehicle Offered to Spec or with Pre-Authorized Equivalentents.
3. Pricing.

Johnson County, TN reserves the right to conduct independent reviews and interview vendors submitting bids prior to making any selection. Johnson County, TN will make a final award based upon the best response to this request, and has the final say as to that award determination. Johnson County, TN will not be liable for any costs associated with your firm preparing its response to the Invitation To Bid.

Awarding will be made to the proposer who meets the requirements of the solicitation and has submitted the best responsive Bid. Awarding to the successful vendor is contingent upon approval by all necessary involved parties. \*\*\*Bid awarding results will be made available upon request, and in accordance to applicable state law. \*\*\*

Bids will not be considered unless accompanied by this complete signed original document.

Please feel free to call Johnson County Purchasing Agent, Dustin Shearin with any questions you may have. (423) 727-7861



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## DESCRIPTION OF GOODS/SERVICES WANTED

### One (1) NEW 2020 Ford F-350 Crew Cab 4x4 XL To Spec or by Pre-Authorized Equivalents

#### Specifications:

Listed below are details for the respective bid items.

**SCOPE:** Furnish One (1) NEW 2020 Ford F350 Crew Cab 4x4 XL as listed in the specifications below and on the sheets attached to be delivered to the Johnson County Highway Department. Shall be furnished with all manufacturers' standard equipment as attached and in compliance with the following specification requirements. Part or Order Numbers may be different among potential dealers, but result in the same specifications. Please provide a detailed vehicle build spec sheet for the vehicles that you are submitting for bid. Include detailed options prices for all non-base price added options (See Page 5).

#### **Requirements:**

- W3B – F350 4x4 Crew Cab (160" Wheelbase)
- Z1 - Oxford White
- A - Vinyl 40/20/40 Seat; S - (Medium Earth Gr.)
- 610A - Pref Equip. Package .XL Trim
- 572 - Air Conditioner / AMFM/ MP3/ Clock
- 996 - 6.2 L EFI V8 Engine
- 44G - 10 Speed Automatic
- TDX – LT275/70BSWAT18 Tires
- X4M – 4.30 ELOCKING Rear Axle (Trailer Tow Package)
- 425 - 50 State Emissions
- 47B - Snow Plow Prep Package
- 512 – Spare Tire/Wheel
- 52B – Brake Controller
- 59H – HI MNT STOP LMP JACK
- 64F – Steel 18" Wheels
- 67D – 200/240 AMP ALT
- Running Boards
- Manufacturers Standard Warranty (At Minimum) (Please Provide Warranty Information)
- Owners Manuals & Related Documents for Safe/Proper Vehicle Operation
- Include list of all pricing discounts & related charges of the order.



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## **Brand Alternates/Equivalents**

1. Brand Alternates or Equivalents must be pre-approved in advance and no less than 72 hours prior to the bid deadline. You must submit your alternates/equivalents to the purchasing agent by emailing [purchasing@johnsoncountyttn.gov](mailto:purchasing@johnsoncountyttn.gov) with the subject line "Bid Alternates Request."

2. Any alternates to specified equipment, materials, or workmanship as listed in the bid documents each must be separately listed and described in detail.

2. Alternates will be considered in awarding the contract only if they provide, as a minimum requirement, all features contained in the specifications, and have been given approval by Johnson County.

3. Johnson County, TN reserves the sole right to determine through its agents the equality of alternate products and/or installation procedures.

## **QUESTIONS**

Potential bidders that have any questions relating to this documents specifications, language, verbiage, procedures, or general questions about this bid, shall send in writing by email to [purchasing@johnsoncountyttn.gov](mailto:purchasing@johnsoncountyttn.gov) those detailed questions to be answered. Questions shall be sent and received by the Purchasing Agent no later than March 06, 2020 at 2:00 PM. Questions will be answered and sent to all interested parties for review, and not limited to the original requester. Johnson County is not responsible for unreceived emails. Questions that result in changes to these bid documents or any specs must be completed no later than 72 business hours prior to final bid cutoff time of March 11, 2020 at 2:00PM.

## **BID PROTEST**

Any protest concerning the award of this bid shall be addressed to the Purchasing Agent. Protest shall be made in writing to the Purchasing Agent and shall be filed with the Purchasing Agent within five (5) days after the intended award is announced. A protest is considered filed when received by the Purchasing Agent. The written protest shall include the name and address of the protestor, identification of the procurement, a statement of the specific reasons for the protest and supporting exhibits. The submitted information will be reviewed with the appropriate Department Head and County Attorney to render a final decision and a formal response provided within seven days. This decision relative to the protest shall be considered final.

## **DISPUTES**

Should disputes, receipt of unapproved alternatives, or other disagreements related to the performance of the work or any supplied products herein described arise between the county and the provider, the parties hereto shall negotiate in good faith in an attempt to resolve same. Such negotiations shall take precedence to any remedy at law.



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### **COMPETITION INTENDED**

It is the intent of Johnson County, TN that this ITB permit competition. It shall be the bidder's responsibility to advise the Purchasing Agent in writing if any language, requirement, specification, etc., or any combination thereof, inadvertently restricts or limits the requirements stated in the ITB to a single source. Such notification shall be received by the Purchasing Agent no later than five (5) business days prior to the date set for deadline of the acceptance of all bids.

### **REJECTION OF BIDS**

The right is reserved by the county at its discretion to reject any or all bids or parts thereof, at any time. The county reserves the right to waive defects or informalities, to negotiate with bidders and to accept the bid deemed in the best interest of the county.

### **COMPLIANCE WITH LAWS**

The service provider shall at all times observe and comply with all Federal, State and local laws, ordinances and regulations which may in any manner affect the performance of this agreement.

### **FEEDBACK**

The Johnson County Purchasing Agent reviews any and all feedback or suggestions anyone reviewing these solicitation documents may be willing to provide. Critical feedback or suggestions is an integral part of creating understandable bid documents. Please feel free to include in your bid package, or send by mail, a separate page stating these types of items that may help with future bids. We thank you for your time in doing so.

## **One (1) NEW 2020 Ford F-350 Crew Cab 4x4 XL To Spec or by Pre-Authorized Equivalents**

Base price for Vehicle \$ \_\_\_\_\_

Cost of Added Options \$ \_\_\_\_\_ (Include a list of individual option prices.)

Total Bid for Vehicle (Includes all Purchase Costs for Delivery & Ownership)

\$ \_\_\_\_\_

Please list the delivery time from date of order:

\_\_\_\_\_

\_\_\_\_\_  
Representatives Signature

\_\_\_\_\_  
Date



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## Vendor Contact Information

Company Name: \_\_\_\_\_

Company Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

### Primary Contact Information:

Name \_\_\_\_\_

Phone # \_\_\_\_\_

### Secondary Contact (If Applicable):

Name \_\_\_\_\_

Phone # \_\_\_\_\_

CONFLICT OF INTEREST (ACCORDING TO: T.C.A. 5-14-114) - No member of County of Johnson Legislative body, and no other officer, employee, or agent of the County of Johnson who exercises any functions or responsibilities in connection with the carrying out of the Project to which this Contract pertains, shall have any personal interest in, and/or receive any monies or anything of value directly or indirectly from this Contract.

IRAN DIVESTMENT ACT – By submission of this proposal, each proposal and each person signing on behalf of any vendor certifies, and in the case of a joint proposal each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each vendor is not on the list created pursuant to T.C.A. 12-12-106.

NON-COLLUSION AFFIDAVIT – The agent of the vendor hereby certifies to the best of his/her knowledge and belief that this proposal to Johnson County, TN has not been prepared in collusion with any other seller of similar products. The agent also certifies that the prices, terms and conditions of said proposal have not be communicated by the undersigned, nor by any employee or agent of the vendor, to any other seller of similar products and will not be communicated to any such seller prior to the official opening of said proposal.

The undersigned firm or individual(s), understands the above specifications, conditions, and terms as described. The undersigned proposes to follow all conditions set forth in this document, to furnish and deliver to the place designated, the named supplies/services at the prices quoted within the bid on Page 5. We guarantee all the above-named goods/services to be in accordance with specifications or pre-approved equals. Items determined to not be in compliance with this bid will be rejected by Johnson County, the awarded vendor shall bare any and all costs associated with rejected products.

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Authorized Signature) Date: \_\_\_\_\_

(AFFIX NOTARY SEAL)

My Commission Expires \_\_\_\_\_

Signature \_\_\_\_\_