

August 2, 2018

SUBJECT: Request for Bids

Dear Parts Manager:

Enclosed is a copy of a Request for Bid and Detailed Specifications for Fleet Repair Parts for the Alachua County Sheriff's Office Fleet Unit for the period October 1, 2018 through September 30, 2019.

Any questions pertaining to this request shall be directed to the Accounting and Budget Bureau at, (352) 367-4049 prior to the set bid opening date and time.

We look forward to receiving your bid response on or before **August 23, 2018 at 2:00 p.m. local time.**

By: _____
Colonel David Huckstep
Chief Deputy

Enclosures

DBH/tyc

Invitation to Bid

Notice is hereby given that the Alachua County Sheriff's Office is requesting bids for Fleet Repair Parts for the Alachua County Sheriff's Office Fleet Unit for the period October 1, 2018 through September 30, 2019.

All bids submitted must be in writing on the prescribed sheets and delivered by hand to the Alachua County Sheriff's Office, ATTN: Accounting and Budget Bureau 2621 SE Hawthorne Road, Gainesville, Florida 32641 or mailed to the Alachua County Sheriff's Office, ATTN: Accounting and Budget Bureau, P.O. Box 5489, Gainesville, Florida 32627.

It shall be the bidder's responsibility to ensure delivery of the bid to the Accounting and Budget Bureau on or before **August 23, 2018 AT 2:00 P.M., local time.** Only bids received by this time and date will be considered. All proposals must be enclosed within a sealed envelope and clearly marked on the face of that envelope **"FLEET PARTS BID # B-18-4"**.

The Alachua County Sheriff's Office reserves the right to accept or reject any and all bids in whole or in part and to waive informalities.

By: _____
Colonel David Huckstep
Chief Deputy

Gainesville Sun: Publish August 2, 2018
August 9, 2018

SCOPE OF SERVICES

It is the intent of the Alachua County Sheriff's Office to purchase vehicle and equipment maintenance parts and supplies to maintain and repair approximately five hundred and thirty (530) motorized pieces of equipment. The Alachua County Sheriff's Office drives in excess of five and one half million miles per year with the majority of the fleet comprised of Ford and Chevrolet Motor Company products.

Because of the nature of our work and importance of the reliability of our vehicles, the Alachua County Sheriff's Office reserves the right to specify genuine Manufacturers parts at any time. It is also essential that all parts furnished be of the highest quality. No inferior or low quality parts or supplies will be acceptable.

In determining the successful bidder, consideration will be given to price, delivery time, responsiveness to these specifications, the purchaser's past experience and suitability of the items being offered.

The Sheriff reserves the right to accept any bid or to reject any or all bids in whole or in part or to award the bid for these parts and equipment on such a basis as the Sheriff deems to be in her best interest, including awarding the bid to multiple vendors.

Please note that the specifications provided in this bid package are to give a general idea of the type of parts and equipment required, other items will be considered if they meet or exceed these specifications and expectations, unless marked "no substitution".

THE ALACHUA COUNTY SHERIFF'S OFFICE LOCATION OF 2621 SE HAWTHORNE ROAD, GAINESVILLE, FLORIDA 32641 IS NOT A GUARANTEED NEXT DAY DELIVERY ADDRESS OF 2:00P.M. BY UPS OR FEDERAL EXPRESS. NEXT DAY AIR DELIVERIES TYPICALLY ARE DELIVERED TO THE ABOVE ADDRESS AFTER 2:00PM.

ALACHUA COUNTY SHERIFF'S OFFICE
ALACHUA COUNTY, FLORIDA
INVITATION TO BID
REGULAR AND TERM CONTRACTS
Bidder Acknowledgment

SUBMIT BIDS TO:
ALACHUA COUNTY SHERIFF'S OFFICE
2621 SE HAWTHORNE ROAD
GAINESVILLE, FLORIDA 32641

BIDS WILL BE RECEIVED: August 23, 2018 NO LATER THAN 2:00 P.M.

BIDS WILL BE OPENED: August 23, 2018 at 2:00 P.M.

BID TITLE: Fleet Parts Bid #B-18-4

AGENCY MAILING DATE: August 2, 2018

VENDOR NAME: _____

VENDOR MAILING ADDRESS: _____

TELEPHONE NUMBER: _____

DEFINITION OF TERMS

Where the following terms or their pronouns occur herein, the intent and meaning shall be as follows:

SHERIFF: The Sheriff of Alachua County, Florida or her duly authorized representative.

BIDDER: Any person, firm or corporation submitting a proposal for the service contemplated, or a duly authorized representative.

CONTRACTOR: The person, firm or corporation, with whom the Sheriff has executed a contract for the performance of the service, or a duly authorized representative.

SPECIFICATIONS: The directions, provisions and requirements contained herein, together with all written agreements made setting out or relating to the method and manner of performing the requested service. All applicable laws of the State of Florida, the Federal Government and of the County of Alachua are hereby adopted and made part of these specifications.

CONTRACT: The proposal submitted by the bidder which is accepted by the Sheriff along with all documents identified as constituting the entire bid package.

PROPOSAL: The offer of the bidder, submitted on the prescribed sheets, setting forth the prices and scope of service to be performed.

RESPONSIBLE Agent: The duly authorized representatives of the Sheriff and the Contractor during the contract period.

AUTOMOBILES AND TRUCKS: Commercially design passenger automobiles, buses and trucks having both commercial and Sheriff's Office applications.

AFTER MARKET PART: An independent part which has an application to more than one make or type of equipment.

CAPTIVE PART: A proprietary part which is available only from a single source.

EXCHANGE PARTS: Unserviceable vehicle parts having a credit value against new or rebuilt items.

NON-PRICE LISTED PART (NLP) A part that is not listed in the published price list showing Manufacturer's suggested Jobber Price.

OEM PART: A part which may only be obtained from the vehicle or equipment manufacturer.

REBUILT PART: A part that has been dismantled and reconstructed since last used: all internal and external parts cleaned and made free from rust and corrosion; all impaired, defective or substantially worn parts restored to a sound condition or replaced with new rebuilt or unimpaired used parts; all missing parts replaced with new, rebuilt or unimpaired used parts and parts on which other similar operations are performed and are necessary to put the unit in sound working condition.

PURSUIT VEHICLE: A vehicle identified by the Manufacturer as a special design for Law Enforcement applications.

SPECIAL PURPOSE VEHICLE: All vehicles used by the Sheriff other than automobiles, trucks and buses as defined above.

GENERAL TERMS AND PROVISIONS

1. BIDS:

- 1.1 The herein included Invitation To Bid, Scope of Services, Instructions to Bidder, the Specifications, the Bid sheet, the Questionnaire, the Terms and Provisions, the Affidavit of Interest, together with all attached documents therein identified, constitute the entire bid package. Specifications and supplemental documents are essential parts of the contract, and requirements occurring in one are as binding as though occurring in all.
- 1.2 Bid proposals may be considered irregular and subject to rejection if they show serious omission, unauthorized alteration of form, unauthorized alternate or incomplete proposals or irregularities of any kind.
- 1.3 All bids must include a manual signature of the authorized representative in the space provided. Bids must be typed or printed in ink. Use of erasable ink is not permitted. All corrections made by the bidder to the bid price must be initialed.
- 1.4 Any deviations from the bid specifications shall be duly noted on the applicable page and initialed in ink. Items will be assumed to be in strict accordance unless such notations are made.
- 1.5 Any questions pertaining to the conditions and specifications or any portion of this request, shall be directed to the Accounting and Budgeting Bureau prior to the set bid opening date and time. No interpretation shall be considered binding unless provided in writing by the Sheriff. Any and all such interpretations and any supplemental instructions will be in the form of written addendum, which, if issued, will be posted to the Alachua County Sheriffs website at www.alachuasheriff.org. All addenda so issued shall become part of the Bid Documents.
- 1.6 Any bidder may withdraw the proposal by facsimile or written request at any time prior to the scheduled closing time for receipt of proposals.
- 1.7 All bid proposals must be quoted on the bid sheet provided. No other bid proposals will be accepted. All copies must be marked plainly by the bidder, who will be responsible for its accuracy. All blank spaces must be filled in as noted, in ink or typed, with the amounts extended and totaled. Any corrections necessarily made on the proposal form should be made by crossing out the term in error and inserting the corrected item immediately above. Such corrections shall be initialed and dated by the person signing the proposal. No proposal containing correction by erasure will be accepted.
- 1.8 The Sheriff reserves the right to accept or reject any or all proposals and to waive any informalities.
- 1.9 All items of labor and material, whether stated or implied, shall be included to make unit completely operational and ready for use intended.

2. QUALIFICATIONS OF BIDDERS:

- 2.1 Bids will be considered only from firms normally engaged in providing and performing the services requested. Bidders must have adequate organization, facilities, equipment and personnel to insure prompt and efficient service to the Sheriff, and shall have all necessary licenses and permits required by law to fulfill the requirements of this proposal.
- 2.2 The Sheriff reserves the right to inspect the facilities and organization or to take any other action necessary to determine ability to perform in accordance with specifications, terms and conditions prior to making an award.
- 2.3 The Sheriff will determine whether the evidence of ability to perform is satisfactory and will make awards only when such evidence is deemed satisfactory and reserves the right to reject bids where evidence submitted, or investigation and evaluation indicate inability of the bidder to perform.

3. PERSONAL INVESTIGATION:

- 3.1 Before submitting a proposal, it shall be the bidder's responsibility to be familiar with the nature and extent of the services described herein and any local conditions that may in any way affect the cost thereof. Bidder shall also examine thoroughly specifications and other related documents to inform him/herself regarding any and all conditions and requirements that may in any manner affect the service to be performed under this proposal. Submission of the proposal by a bidder shall be conclusive evidence the bidder has complied with the requirements of 3.1 herein.

4. COMPLIANCE:

- 4.1 Contractor shall comply with all laws, ordinances and regulations applicable to the sale and delivery of the goods and/or services called for in this proposal. The bidder is presumed to be familiar with all Federal, State and local laws, ordinances, code rules and regulations that in any way affect the production, sale and delivery of the goods or the furnishing of any labor or services called for by this request. Ignorance on the part of the bidder will in no way relieve the bidder from responsibility.

5. INDEMNIFICATION:

- 5.1 The bidder, without exception, shall indemnify, defend and save harmless the Alachua County Sheriff and her employees from liability of any nature and kind, including cost and expenses for or on account of any copyrighted, patented, or unpatented invention, process or article manufactured or used in the performance of this request.
- 5.2 The bidder guarantees and agrees to indemnify, defend and hold harmless the Alachua County Sheriff for any and all loss, liability damages, demands, claims or costs arising out of defective material and products, faulty work performance, negligent or unlawful acts and non-compliance with any local, state or federal codes, ordinances, order or statutes, including the Occupational Safety and Health Act.

- 5.3 The bidder agrees to defend, indemnify, save harmless and to exempt the Sheriff, her officers, agents, servants, and employees, from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses and attorney's fees resulting from injury, real or imagined, to any person or property damage arising out of the services to be performed under this contract.
- 5.4 At no time will an employee of the Contractor be employed by the Sheriff in obtaining bids and in awarding the contract.
6. DISPUTES:
- 6.1 It is understood by the parties that the formation of this contract and venue for any disputes concerning this transaction lies and shall be in Alachua County, Florida.
7. SCOPE/PURPOSE:
- 7.1 The purpose of this bid is to establish ready and economical sources for automotive parts and maintenance supplies to meet the needs of the Alachua County Sheriff's Office fleet. The parts and materials covered by this bid represent those normally procured from local automotive parts suppliers.
- 7.2 The Sheriff reserves the right to purchase parts, equipment and materials from state contract, from other vendors receiving an award under these specifications or similar specifications previously issued and from other vendors when products of equal quality can be purchased at a lower net cost or when contractors are unable to meet the delivery schedule.
8. AWARD OF CONTRACT
- 8.1 The bidder by submission of a bid will be deemed to have waived any and all objections to the process employed by the Sheriff in obtaining bids and in awarding the contract; and any right of actions against the Sheriff arising out of said process.
- 8.2 Award of this contract as a result of this solicitation shall be deemed effective only to the extent of appropriations available to the Sheriff at any time during the contract period.
- 8.3 The Sheriff reserves the right to award the bid to more than one bidder, as determined to be in the best interest of the Sheriff.
- 8.4 Bid evaluation will be based on the following: Cost of Parts and firm pricing structure offered, Frequency and speed of deliveries/availability of non stock parts, and warranties offered
- 8.5 The Sheriff reserves the right to request additional data after the bid is opened and prior to the award. Failure to supply data necessary to properly evaluate a product will constitute sufficient reason for rejecting the bid.

9. TERM OF PURCHASING AGREEMENT:
- 9.1 The Specifications shall be for an open quantity of parts and materials, to be ordered on an as needed basis.
10. DELIVERY AND SERVICE:
- 10.1 Any delay of delivery or rendition of services which deviates from the bid specifications, unless authorized by the Sheriff in writing, may result in the cancellation of the order. The Sheriff may procure similar services from any outside source by purchase order or other means and the Contractor will be liable for any excess costs in the event of such cancellations.
- 10.2 Meeting specified delivery schedules is of the essence of this contract and is a significant part of the performance of the Contract. Failure to meet such schedules may result in a cancellation of the contract as described in 25.4 under Term of Contract, Renewal & Cancellation and will be considered in the evaluation of future bids.
- 10.3 The Sheriff shall have the right to pick up orders as desired.
- 10.4 Contractor shall insure that all orders delivered or picked up are complete with itemized sales forms or shipping documents.
- 10.5 Contractor is responsible for obtaining a signed receiving document from the Alachua County Sheriff's Office employee who receives the merchandise. The Sheriff will not be responsible for merchandise payments unless a receiving document supporting the Contractor's invoice has been issued.
11. ACCEPTANCE OF ORDERS:
- 11.1 The Contractor hereby guarantees to accept orders issued by the Sheriff if it can meet the delivery schedule specified, at the net discount level quoted. Acceptance of orders constitutes a guarantee of delivery. Any order which cannot be filled by the lowest cost Contractor will be offered to another Contractor until the offer is accepted.
12. NO GUARANTEE OF PURCHASES:
- 12.1 The Alachua County Sheriff's Office does not guarantee any dollar amounts to be purchased from any supplier.
13. PRICES:
- 13.1 The bidder represents that the prices charged for the services is the lowest price charged by the bidder to buyers of a class similar to the Alachua County Sheriff's Office under conditions similar to those specified in this request.
- 13.2 The Alachua county Sheriff's Office is a tax exempt organization, #85-8013868101C-9.
- 13.3 Prices bid shall be total cost and shall include all services to be rendered. All prices quoted shall be firm and binding for a minimum period of ninety (90) days after the bid opening for all responding bidders.

- 13.4 Prices shall include all packing, handling, preparation, shipping and delivery charges.
- 13.5 All prices shall be F.O.B. Alachua County Sheriff's Office, Gainesville, Florida inside delivery.
- 13.6 Any item included as standard equipment by the manufacturer shall be identified and included on the units being bid.
- 13.7 All items shall be new, unless prior consent has been given to use rebuilt or reconditioned parts.
- 13.8 All discounts shall be stated as a part of the quotation and shall be fully explained. Prompt payment discounts shall not be considered in the award of the bid.
- 13.9 The price shall be determined by the price in effect on the date an order is placed. The sheriff shall not be responsible for any additional charges not accepted by the Sheriff and any invoicing at variance with this provision shall be grounds for cancellation of the Contract at the option of the Sheriff.
14. PARTS PRICING:
- 14.1 Pricing is to be provided by two (2) different means: A set price for the parts listed on pages 15-21. All other parts which are not listed are to be quoted utilizing a parts sheet or formula that can be verified by Sheriff's Office personnel. Quote may be as a percentage mark-up from bidder's cost; or from a pricing sheet level such as volume dealer, jobber, confidential jobber, etc. The Contractor shall state which price sheet or formula is being utilized when entering bid prices on the various parts sheets with the understanding that the level quoted will be utilized for all parts purchased by the Sheriff from that category. **Sample price sheets or pricing formulas must be submitted with the bid sheets.**
- 14.2 In the event of sales and/or promotional events, the Contractor shall charge the Alachua County Sheriff's Office the lower of the sale price or the quoted discount level price.
- 14.3 The discount level of Dealer, Stocking Dealer, or Jobber for each category of parts established by the bid including applicable additional discounts will be applied against the prices in effect and included on vendor's appropriate price sheets at the time orders are placed. Prices must include delivery F.O.B. destination. Net discount levels must remain in effect during the initial and subsequent contract periods.
15. PRICE LISTS:
- 15.1 The Contractor will maintain on file at all times and make accessible to appropriate Sheriff's personnel all applicable manufacturers published price lists used in establishing their bid prices.
- 15.2 The Sheriff reserves the right to audit the contractor prices lists to assure the Sheriff is provided parts at net discount levels and net cost quoted on the bid.
16. EXAMINATION OF COST SHEETS:
- 16.1 The Manufacturer's Parts Catalog and Cost Sheets shall be current and in effect at time of Bid Opening. The successful Bidder shall provide to the Alachua County Sheriff's Office a copy of the Parts Catalog and Cost Sheets that were used as a basis for the bid within ten (10) days after award notification. Updates to these documents shall be provided to the Sheriff on a yearly basis within (10) days after contract renewal notification if elected. A sample of these updates must be submitted with the bid sheet for evaluation purposes.
- 16.2 The Sheriff reserves the right to examine the successful Bidder's parts cost sheets if they have been updated from the cost sheets submitted.
17. PLACING OF ORDERS:
- 17.1 Only orders placed by Fleet Maintenance Personnel will be authorized. A listing of authorized personnel will be provided to the vendor(s).
- 17.2 The individual placing each order will identify the purchasing activity and the blanket purchase order number, which must appear on all sales forms together with description, discount level (i.e. dealer, stocking dealer, or jobber) and the net cost. Upon delivery, the supplier must obtain the signature of the Sheriff's Office employee receiving the parts and provide a copy of the sales form or shipping document.
18. SHIPPING OF PARTS/MAILING OF INVOICES:
- 18.1 Parts shall be shipped with invoices to:

Alachua County Sheriff's Office
Attn: Parts

Ship to: Fleet Maintenance Facility
2621 SE Hawthorne Road
Gainesville, FL 32641

Mail to: P.O. Box 5489
Gainesville, FL 32627
19. PARTS AVAILABILITY:
- 19.1 Authorized personnel will request parts from the lowest bid vendor meeting specifications first, and depending upon urgency, will contact other vendors if the awarded vendor cannot provide the part in time required. Should the situation occur where the awarded vendor is consistently out of stock, the award may be revoked and offered to the vendor of the next highest merit. It will be the sole determination of the Sheriff what an acceptable delivery time is.
20. PRIMARY LINE OF PARTS:
- 20.1 All parts shall be the manufacturer's top line parts. No second line parts will be accepted unless specifically requested.

21. QUALITY OF PARTS:

21.0 Parts shall meet or exceed the quality of the part furnished on the original piece of equipment (OEM). However, if the original manufacturer has updated the quality of the parts for current production, parts supplied under this contract shall equal or exceed the updated quality. Failure to provide items of such quality will be cause for rejection and /or return of said item. The burden of proof and cost of analysis will be the responsibility of the Contractor.

22. RETURN OF PARTS/EXCHANGE:

22.1 All parts returned for credit, will be credited to the purchase order they were originally purchased on. At no time will cash refunds be made. At no time will a part be exchanged for another, without a credit memo and a new invoice being issued containing a notation of the applicable purchase order number.

22.2 Exchange items furnished by the Contractor will be billed at the exchange price. When the core (when applicable) is not provided by the Sheriff a separate core charge is permissible. When the core is provided a credit slip will be issued.

23. MODIFICATIONS:

23.1 If any provision of this agreement shall be declared illegal, void or unenforceable, the other provisions shall not be affected but shall remain in full force and effect.

23.2 All specifications are to be considered minimum requirements.

23.3 This agreement constitutes the entire agreement and understanding between the parties hereto, and it shall not be considered modified, altered, changed or amended in any respect unless in writing and signed by the parties hereto.

23.4 The failure of the Sheriff at any time to require performance by the vendor for any provisions hereof shall in no way affect the right of the Sheriff thereafter to enforce same. Nor shall waiver by the Sheriff of any breach of any provisions hereof taken or held to be a waiver of any succeeding breach of such provisions or be a waiver of any provision itself.

23.5 Manufacturers names and model numbers are used herein solely for the purpose of establishing a standard of quality and design. Products of other manufactures will be considered if they meet or exceed such established standards unless marked NO SUBSTITUTION.

24. RESPONSIBLE AGENT:

24.1 The contractor shall designate a responsible agent and alternate as necessary, for all dealings, communications, notices or contracts between the Sheriff and the contractor. Any notice or communication to or from the responsible agent shall be deemed to be communication to or from the contractor.

25. TERM OF CONTRACT, RENEWAL, TERM

25.1 The award of the contract shall be for a twelve (12) month period beginning on October 1, 2018 and terminating on September 30, 2019, with renewal options for two (2) additional one (1) year periods upon mutual agreement by both contracting parties.

25.2 Within sixty (60) days prior to the anniversary date of the contract, the contractor shall notify the Sheriff in writing of the intent to honor a renewal option.

25.3 Renewal notifications shall include any modifications requested by the contractor for consideration and approval by the Sheriff.

25.4 The Sheriff reserves the right to cancel any purchasing agreement arising out of an award under these specifications, if, in her opinion, there is any failure to adequately perform the requirements of these specifications. Under these conditions, cancellation will become effective immediately upon written notification to the vendor and such cancellation will relieve the Sheriff from any obligation to purchase any items under such purchasing agreement.

26. ASSIGNMENT AND SUBLETTING:

26.1 No assignment of the contract or any right occurring under this contract shall be made in whole or in part by the contractor without express written consent of the Sheriff. In the event of any assignment, the assignee shall assume the liability of the contractor; however, the Sheriff reserves the right to hold the contractor liable in the event of a breach of the terms of this contract by the contractor or its assignee. In the event the contractor assigns the agreement and the Sheriff accepts the assignee, the assignee will be subject to all terms and conditions of this agreement.

27. BOOKS AND RECORDS:

27.1 The contractor shall keep records of services performed and the costs therefore, and the Sheriff shall have the right to review these records upon request.

28. DEVIATION FROM SPECIFICATIONS:

28.1 Equipment or materials supplied by award of this bid which do not comply with the Specifications shall be subject to return by the Sheriff at the expense of the vendor. Credit in an amount equal to the cost of the parts or material, plus any delivery charges resulting from such return, shall be made to the applicable Sheriff's account. The Sheriff shall have a sixty (60) day period following receipt of equipment to make notification of non- conformance.

29. ADVERTISING:

29.1 In submitting a proposal, the bidder agrees not to use the results therefrom as a part of any commercial advertising.

MINIMUM SPECIFICATIONS FOR AUTOMOTIVE PARTS AND EQUIPMENT

ALL PARTS AND EQUIPMENT ARE TO BE NEW, NO USED OR REBUILT PARTS OR EQUIPMENT WILL BE ACCEPTED UNLESS PREVIOUSLY APPROVED.

THE SHERIFF RESERVES THE RIGHT TO AWARD THE ITEMS IN ANY COMBINATION WHICH BEST SUITS THE NEEDS AND REQUIREMENTS OF THE ALACHUA COUNTY SHERIFF'S OFFICE. AWARD OF THIS CONTRACT AS A RESULT OF THIS SOLICITATION SHALL BE DEEMED EFFECTIVE ONLY TO THE EXTENT OF APPROPRIATIONS AVAILABLE TO THE SHERIFF.

MANUFACTURERS NAMES AND MODEL NUMBERS ARE HEREIN USED SOLELY FOR THE PURPOSE OF ESTABLISHING A STANDARD OF DESIGN AND USE INTENDED. PRODUCTS OF OTHER MANUFACTURERS WILL BE CONSIDERED IF THEY MEET OR EXCEEDS SUCH STANDARDS, UNLESS SPECIFIED "NO SUBSTITUTION".

QUESTIONNAIRE

1. How many years has your company successfully operated the type of service requested?

2. Will you subcontract any part of the services requested? If so, give details:

3. List all major equipment which will be available upon commencement of the agreement to perform the required service:

4. Give the names, years' experience and position of all personnel who will be involved in fulfilling this agreement.

NAME

YEARS EXPERIENCE

POSITION

5. Have you or your company ever had a governmental contract terminated or canceled prior to the expiration of such contract? If so, give details:

6. Do you currently provide a similar service for any other governmental agency? If so, give agency name and contact person for that agency:

7. What constitutes your normal business days and working hours?

8. Give the name of your responsible agent and a telephone number where that person can be reached during business hours:

9. Describe below your operational plan for providing the services under this agreement:

10. How will deliveries be made, i.e UPS, Company truck etc.? _____

11. If truck how many times a day will you deliver? _____

USE ADDITIONAL SHEETS, IF NECESSARY, TO ANSWER ANY OF THE ABOVE QUESTIONS

Partnership:

Affiant further says that the Joint Venture only following is a complete and accurate list of the names and addresses of the members of said partnership or joint venture:

Name Address

Affiant further says that said partnership or joint venture is represented by the following resident agents in the City and County of _____:

Corporation only:

Affiant further says that the following is a complete and accurate list of the officers and directors of said corporation:

Directors:

President	_____	_____
Vice President	_____	_____
Vice President	_____	_____
Secretary	_____	_____
Treasurer	_____	_____
Local Manager or Agent	_____	_____

and that the following officers are duly authorized to execute agreements of this nature on behalf of said corporation:

Affiant further says that the Proposal filed herewith is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation, that such proposal is genuine and not collusive or sham, that said contractor has not put in a sham bid, and has not directly, induced or solicited any other contractor to put in a sham bid, and has not directly or indirectly, colluded, conspired, connived or agreed with any contractor or anyone else to put in a sham bid, or that anyone shall refrain from submitting a proposal, that said contractor has not in any manner, directly or indirectly,

sought an agreement, communication or conference with anyone to fix the proposal price of said contractor or of any other contractor, or to fix any overhead, profit, or cost element of such proposal price or that of any other contractor, or to secure any advantage against the Alachua County Sheriff's Office or anyone interested in the proposed contract that all statements contained in such proposal are true, that said contractor has not directly or indirectly, submitted his proposal price or any breakdown thereof or the contents thereof, or divulged information or data relative thereto to any other person, firm or corporation.

Affiant further says that it has not in the past and will not in the future pay or agree to pay, directly, or indirectly, any money or other valuable consideration for assistance or aid rendered or to be rendered in procuring or attempting to procure for itself the contract above referred to, to any corporation, partnership, company, association, organization, or to any member or agent therefore or to any individual, except bona fide employees of contractor or bona fide established commercial business or professional agents hired by the contractor for the purpose of securing advice and information about making its proposal.

Further Affiant saith naught

SIGNED: By _____

Title _____

STATE OF FLORIDA
COUNTY OF ALACHUA

Sworn to before me and subscribed in my presence this _____ day of _____, 2018, A.D.
by _____
who is personally known to me or who has produced _____
as identification.

Notary Public

BID SHEET

The undersigned, as contractor, hereby certifies that he/she has read and understands pages 1 -22 of the Invitation to Bid for Fleet Parts Bid # B-18-4 for the Alachua County Sheriff's Office Fleet Unit and therefore submits the following bid for fixed pricing on the following items:

(Manufacturers names and/or model numbers are herein used solely for the purpose of establishing a standard of design and use intended. Products of other manufacturers will be considered if they meet or exceed such standards unless specified "no substitutions" .)

Part #	if different, provide your equivalent part #	Cost
<u>OILS & OIL STABILIZER</u>		
0W20 SYN MOTOR OIL	_____	\$ _____
10001 LUCAS H/D OIL STABILIZER	_____	\$ _____
PURE SYN 5W30 MOTOR OIL	_____	\$ _____
 <u>BRAKE PADS</u>		
<u>MANUFACTURER AC DELCO</u>		
17D1058MHPV PADS	NO SUBSTITUTIONS	\$ _____
17D1092MHPV PADS	NO SUBSTITUTIONS	\$ _____
17D1194CHPV PADS	NO SUBSTITUTIONS	\$ _____
17D1367MHPV PADS	NO SUBSTITUTIONS	\$ _____
17D698MHPV PADS	NO SUBSTITUTIONS	\$ _____
17D931MHPV PADS	NO SUBSTITUTIONS	\$ _____
 <u>BRAKE ROTORS</u>		
<u>MANUFACTURER AC DELCO</u>		
18A2321A BRAKE ROTOR	NO SUBSTITUTIONS	\$ _____
18A2332 BRAKE ROTOR	NO SUBSTITUTIONS	\$ _____
18A2332PV BRAKE ROTOR	NO SUBSTITUTIONS	\$ _____
18A2584 BRAKE ROTOR	NO SUBSTITUTIONS	\$ _____
18A2661 BRAKE ROTOR	NO SUBSTITUTIONS	\$ _____
18A2715 BRAKE ROTOR	NO SUBSTITUTIONS	\$ _____
18A2716 BRAKE ROTOR	NO SUBSTITUTIONS	\$ _____
 <u>PINION SEAL</u>		
3604	_____	\$ _____

AC DECLO BATTERY

48PG BATTERY	_____	\$ _____
59PS BATTERY	_____	\$ _____
96RP BATTERY	_____	\$ _____
65FLEET BATTERY	_____	\$ _____

BULK MOTOR OIL

5W-20 MOTOR OIL	_____	\$ _____
75W140 FULL SYN GEAR LUBE	_____	\$ _____
80W140 FULL SYN GEAR LUBE	_____	\$ _____

AIR FILTER

MANUFACTURER CARQUEST

83114 AIR FILTER	_____	\$ _____
83115 AIR FILTER	_____	\$ _____
83116 AIR FILTER	_____	\$ _____
83873 AIR FILTER	_____	\$ _____
87276 AIR FILTER	_____	\$ _____
87299 AIR FILTER	_____	\$ _____
87306 AIR FILTER	_____	\$ _____
87389 AIR FILTER	_____	\$ _____
87484 AIR FILTER	_____	\$ _____
87487 AIR FILTER	_____	\$ _____
87729 AIR FILTER	_____	\$ _____
87843 AIR FILTER	_____	\$ _____
88035 AIR FILTER	_____	\$ _____
88134 AIR FILTER	_____	\$ _____
88144 AIR FILTER	_____	\$ _____
88153 AIR FILTER	_____	\$ _____
88174 AIR FILTER	_____	\$ _____
88253 AIR FILTER	_____	\$ _____
88302 AIR FILTER	_____	\$ _____
88418 AIR FILTER	_____	\$ _____
88440 AIR FILTER	_____	\$ _____
88472 AIR FILTER	_____	\$ _____
88573 AIR FILTER	_____	\$ _____
88728 AIR FILTER	_____	\$ _____
88804 AIR FILTER	_____	\$ _____
88888 AIR FILTER	_____	\$ _____
88924 AIR FILTER	_____	\$ _____
88935 AIR FILTER	_____	\$ _____

AIR FILTER

MANUFACTURER AC DELCO

AF6165 AIR FILTER _____ \$ _____

OIL FILTER

MANUFACTURER CARQUEST

84045 OIL FILTER _____ \$ _____

84047 OIL FILTER _____ \$ _____

84060 OIL FILTER _____ \$ _____

84082 OIL FILTER _____ \$ _____

84202 OIL FILTER _____ \$ _____

84314 OIL FILTER _____ \$ _____

84356 OIL FILTER _____ \$ _____

84398 OIL FILTER _____ \$ _____

84502 OIL FILTER _____ \$ _____

84526 OIL FILTER _____ \$ _____

85036 OIL FILTER _____ \$ _____

85040 OIL FILTER _____ \$ _____

85042 OIL FILTER _____ \$ _____

85060 OIL FILTER _____ \$ _____

85068 OIL FILTER _____ \$ _____

85085 OIL FILTER _____ \$ _____

85334 OIL FILTER _____ \$ _____

85348 OIL FILTER _____ \$ _____

85356 OIL FILTER _____ \$ _____

85358 OIL FILTER _____ \$ _____

85361 OIL FILTER _____ \$ _____

85365 OIL FILTER _____ \$ _____

85372 OIL FILTER _____ \$ _____

85394 OIL FILTER _____ \$ _____

85515 OIL FILTER _____ \$ _____

85516 OIL FILTER _____ \$ _____

85522 OIL FILTER _____ \$ _____

85607 OIL FILTER _____ \$ _____

85734 OIL FILTER _____ \$ _____

85764 OIL FILTER _____ \$ _____

85955 OIL FILTER _____ \$ _____

FUEL FILTER

MANUFACTURER CARQUEST

86063 FUEL FILTER	_____	\$ _____
86097 FUEL FILTER	_____	\$ _____
86129 FUEL FILTER	_____	\$ _____
86243 FUEL FILTER	_____	\$ _____
86296 FUEL FILTER	_____	\$ _____
86301 FUEL FILTER	_____	\$ _____
86311 FUEL FILTER	_____	\$ _____
86379 FUEL FILTER	_____	\$ _____
86390 FUEL FILTER	_____	\$ _____
86424 FUEL FILTER	_____	\$ _____
86481 FUEL FILTER	_____	\$ _____
86482 FUEL FILTER	_____	\$ _____
86484 FUEL FILTER	_____	\$ _____
86486 FUEL FILTER	_____	\$ _____
86518 FUEL FILTER HD	_____	\$ _____
86595 FUEL FILTER	_____	\$ _____
86599 FUEL FILTER KIT	_____	\$ _____
86818 FUEL FILTER	_____	\$ _____

FUEL & OIL FILTERS

MANUFACTURER MOTORCRAFT

FD-4616 FUEL FILTER	NO SUBSTITUTIONS	\$ _____
FD4617 FUEL FILTER	NO SUBSTITUTIONS	\$ _____
FL-2016 OIL FILTER	NO SUBSTITUTIONS	\$ _____

OIL SEAL

MANUFACTURER NATIONAL

8660S OIL SEAL	_____	\$ _____
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LIGHT BULBS

MANUFACTURER NAPA

9003 HEADLIGHT	_____	\$ _____
9004 HEADLIGHT	_____	\$ _____
9005 HEADLIGHT	_____	\$ _____
9006 HEADLIGHT	_____	\$ _____
9007 HEADLIGHT	_____	\$ _____
9008 BULB	_____	\$ _____
H3 SPOTLIGHT BULB	_____	\$ _____

WINDOW SWITCH

901-339 WINDOW SWITCH _____ \$ _____

ALTERNATOR PULLY
MANUFACTURER CARQUEST

920004A ALTERNATOR PULLY _____ \$ _____

REAR AXEL BEARING

B-5707 REAR AXEL BEARING _____ \$ _____

BRAKE PARTS

BD125506 BRAKE ROTOR _____ \$ _____

BD126358 BRAKE ROTOR _____ \$ _____

BD126420 BRAKE ROTOR _____ \$ _____

BRAKE PARTS
MANUFACTURER MOTORCRAFT

BR1070 BRAKE PADS NO SUBSTITUTIONS \$ _____

BR1071 BRAKE SHOES NO SUBSTITUTIONS \$ _____

BR1161B BRAKE PADS NO SUBSTITUTIONS \$ _____

BR1164B BRAKE PADS NO SUBSTITUTIONS \$ _____

BRF1070B BRAKE PADS NO SUBSTITUTIONS \$ _____

BRF1380 BRAKE PADS NO SUBSTITUTIONS \$ _____

BRR112 BRAKE ROTOR NO SUBSTITUTIONS \$ _____

BRR116 BRAKE ROTOR NO SUBSTITUTIONS \$ _____

BRR136 BRAKE ROTOR NO SUBSTITUTIONS \$ _____

BRR137 BRAKE ROTOR NO SUBSTITUTIONS \$ _____

BRR145 BRAKE ROTOR NO SUBSTITUTIONS \$ _____

BRR222 BRAKE ROTOR NO SUBSTITUTIONS \$ _____

BRR61 BRAKE ROTOR NO SUBSTITUTIONS \$ _____

BRR64 BRAKE ROTOR NO SUBSTITUTIONS \$ _____

BRRF30 BRAKE ROTOR NO SUBSTITUTIONS \$ _____

BRRF38 BRAKE ROTOR NO SUBSTITUTIONS \$ _____

BRRF70 BRAKE ROTOR NO SUBSTITUTIONS \$ _____

BRRF75 BRAKE ROTOR NO SUBSTITUTIONS \$ _____

BRSD674A BRAKE SHOES NO SUBSTITUTIONS \$ _____

BRSD748 BRAKE PADS NO SUBSTITUTIONS \$ _____

BRSD931 BRAKE PADS NO SUBSTITUTIONS \$ _____

BRSD932 BRAKE PADS NO SUBSTITUTIONS \$ _____

IGNITION COIL

MANUFACTURER MOTORCRAFT

DG-508 IGNITION COIL	NO SUBSTITUTIONS	\$ _____
DG543 IGNITION COIL	NO SUBSTITUTIONS	\$ _____

ALTERNATOR

MANUFACTURER MOTORCRAFT

GL-958 ALTERNATOR	NO SUBSTITUTIONS	\$ _____
GL671 ALTERNATOR	NO SUBSTITUTIONS	\$ _____

BATTERIES

MANUFACTURER INTERSTATE BATTERY

MT-34 BATTERY	_____	\$ _____
MT-58 BATTERY	_____	\$ _____
MTP-94R/H7 BATTERY	_____	\$ _____

BATTERIES

C65-XHD HEAVY DUTY BATTERY	_____	\$ _____
C78DT-XHD BATTERY	_____	\$ _____

WIPER BLADES

MANUFACTURER CARQUEST

R155-120 BLADES	_____	\$ _____
R155-130 BLADES	_____	\$ _____
R155-160 BLADES	_____	\$ _____
R155-170 BLADES	_____	\$ _____
R155-180 BLADES	_____	\$ _____
R155-190 BLADES	_____	\$ _____
R155-200 BLADES	_____	\$ _____
R155-210 BLADES	_____	\$ _____
R155-220 BLADES	_____	\$ _____
R155-240 BLADES	_____	\$ _____
R155-260 BLADES	_____	\$ _____
R155-280 BLADES	_____	\$ _____

WIPER BLADES

K13 BLADES	_____	\$ _____
K16 BLADES	_____	\$ _____
K18 BLADES	_____	\$ _____
K19 BLADES	_____	\$ _____
K20 BLADES	_____	\$ _____
K21 BLADES	_____	\$ _____
K22 BLADES	_____	\$ _____
K24 BLADES	_____	\$ _____
K26 BLADES	_____	\$ _____

SEA-FOAM

MANUFACTURER SEA-FOAM

SF-16 SEA-FOAM	_____	\$ _____
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SPARK PLUG

MANUFACTURER MOTORCRAFT

SP493 SPARK PLUG	NO SUBSTITUTIONS	\$ _____
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BELT TENSIONER

BT68 BELT TENSIONER	_____	\$ _____
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SPOTLIGHT HANDLE

MANUFACTURER MOTORCRAFT

F8AZ-15350-AA HANDLE	_____	\$ _____
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PURE SYNTHETIC UNIVERSAL ATF

PURESNTH ATF	_____	\$ _____
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FREON

R134A FREON	_____	\$ _____
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BID SHEET FOR NON SPECIFIED PARTS

PARTS & FLUIDS:

BIDDERS COST + _____% = SPECIAL NET PRICE

OR

PRICE SHEET + _____OR- _____%
(i.e. volume dealer, jobber, confidential jobber etc.)

NOTE LISTED PARTS

COST + _____% - SPECIAL NET PRICE

MACHINE SHOP SERVICES

LABOR RATE \$ _____ PER HOUR
(provide any flat fee price per hour for services available, such as turning rotors/drums etc.)

ORIGINAL MANUFACTURER PARTS

PRICE SHEET+ _____% OR - _____% ONLY
(NO BIDDERS COST + ALLOWED)

DELIVERY SHALL BE WITHIN _____ HOURS FOR IN STOCK AND

WITHIN _____ HOURS FOR SPECIAL ORDERS

DELIVERY SHALL BE MADE BY: _____