



**INVITATION TO BID
FOR
(1) HI-RAIL CREW CAB FULL SIZE PICKUP TRUCK**

CONTRACT NO. OP-EQ-19-008

Sonoma-Marín Area Rail Transit District (SMART)
5401 Old Redwood Hwy., Ste. 200
Petaluma, CA 94954

Contact Person:
Ken Hendricks – Contracts/Procurement Coordinator
(707) 285-8256

Release Date: June 18, 2019

Deadline for Bids: July 10, 2019

SONOMA-MARIN AREA RAIL TRANSIT DISTRICT (SMART)
INVITATION FOR BIDS
FOR
ONE (1) NEW HI-RAIL CREW CAB FULL SIZE PICKUP TRUCK

Notice is hereby given that SMART will receive sealed bids for the purchase of:

ONE (1) NEW HI-RAIL CREW CAB FULL SIZE PICKUP TRUCK

Subject to the terms, conditions, specifications, and provisions, set forth in this Invitation for Bids, at Sonoma-Marín Area Rail Transit District (SMART), 5401 Old Redwood Hwy., Ste. 200, Petaluma, CA 94954 **until 2:00 p.m., on July 10, 2019.**

Public Bid Opening to take place at 2:30pm (PST) at 5401 Old Redwood Hwy, First Floor, Petaluma, CA 94954. Attendance is not mandatory.

If you have questions concerning this Invitation for Bids or the specification requirements, SMART's designated point of contact is Ken Hendricks, Procurement Coordinator, at (707) 285-8256 or by e-mail at khendricks@sonomamarintrain.org.

Procurement Schedule:

The Procurement Schedule is listed below and is subject to change at the sole discretion of the District.

<u>Date</u>	<u>Event</u>
June 18, 2019	Issue Invitation for Bid
June 28, 2019	Deadline for Bidder's Questions
July 2, 2019	Final Addendum Issued by SMART
July 10, 2019	Bids Due to SMART, 2:00 PM (Local Time)
July 10, 2019	Public Bid Opening, 2:30PM (Local Time)
July 10, 2019 – July 15, 2019	Evaluation of Bids
July 15, 2019	Notice of Intent to Award Issued
July 25, 2019	Issue Purchase Order

SPECIFICATIONS

ONE (1) NEW HI-RAIL CREW CAB FULL SIZE PICKUP TRUCK

The following specifications are minimum unless otherwise specified:

ITEM	DESCRIPTION
Y E A R	2018 or 2019 (New)
M A K E	Domestic Brand
C H A S S I S	<ul style="list-style-type: none"> • 1 Ton Chassis, 4x4, Crew Cab • GVWR: 10,000 or less • SMART does not have a preference in trim type
B O D Y	<ul style="list-style-type: none"> • 8' Bed • Cab Protector • Non-Slip Coating on Floor of Bed • Spare Tire Carrier and Lock • Exterior Color = White • Interior Color = Gray Vinyl
E N G I N E	V8 Gasoline Engine
R A I L G E A R	<ul style="list-style-type: none"> • Hydraulic Operation w/ Emergency Hand Pump • Steel Tread Guide Wheels Insulated • Steel Wheels • Rail Sweeps, Front • String Alignment • On-Track Tested • FRA Annual Rail Gear Inspection
T R A N S M I S S I O N	Automatic Transmission
S T E E R I N G	Power Steering and Brakes
E Q U I P M E N T	<ul style="list-style-type: none"> • Amber Strobe Light • Flashing Light System (Color: Amber) • Front and Rear Work Lights • Backup Alarm • Triangle Reflector Kit • 2.5lb Fire Extinguisher, Mounted in Cab • Running Boards • Stainless Steel Grab Handles • Mud Flaps, Front and Rear • Bottle Jack, 6-Ton • Breaker Bar and Socket • 4-Wheel Shunt System W/ In-Cab Switch Panel • 2,000 Watt Inverter (No Extra Battery Needed) • Spot Light, Radio Remote Control • Skid Plates

ITEM	DESCRIPTION
	<ul style="list-style-type: none"> • Tilt Steering • Air Conditioning • Cruise Control • Cross Body Toolbox (H = 18.5", L = 71.5", W = 20.25") • Hitch Package • Privacy Glass • All Season Tires that are Standard Size for the Vehicle • Minimum of 4 110 Receptacles • Power Door Locks

GENERAL INFORMATION

Bid Quotes:

Bidders must quote the price of the vehicles on SMART's Bid Proposal form. Bids not submitted on the Bid Proposal forms may be rejected. Bids received after 2:00 p.m. on the closing date will be returned. Bids submitted by FAX or EMAIL will not be accepted.

Bidders must submit the following information with SMART's Bid Proposal form:

- Complete Specification List showing compliance with all specifications requested (Include Brand and Model)
- A company W9
- Upfitter's OEM Certification to Install Rail Equipment Proposed

The award will be made to the lowest responsive responsible bidder whose bid complies with the specifications in a manner satisfactory to SMART's best interests as determined by SMART. The right is reserved, as the interest of SMART may require, to reject any or all bids, or to waive any informality or minor irregularity in the bids.

Bids shall not include California sales tax nor Federal Excise sales tax
 Bids shall include delivery fee, California Tire Recycling Fee, and DMV document preparation fee for exempt license plates.

Bidder's Questions and Responses to Questions:

Bidders shall direct all comments, questions, inquiries, requests for information, requests for clarification and other communications regarding the Invitation for Bid in writing to the District's designated contact person. Questions must be submitted in writing and will reference the exact section of the Invitation for Bid, Contract, or other document when submitting the request. All questions must be submitted no later than **June 28, 2019**.

The District may, in its sole discretion, choose whether or not to respond to questions received. If the District chooses to respond, it may respond by a written Addendum to the Invitation for Bid Documents. Any response that the District may choose to make will not alter the Invitation for Bid unless it is incorporated into an Addendum. The deadline for SMART to issue the final Addendum is **July 2, 2019**.

Additional Optional Equipment:

After award, SMART may request additional equipment options to be priced separately from the bid amount.

Delivery Date:

Bids shall include a specific date of delivery following issuance of order (example: 5 days from the date SMART issues the Purchase Order). In the event the new vehicles have not arrived to SMART's final destination by the stated date as listed on the official bid form, the contract between the successful bidder and SMART may be considered null and void. SMART requires the vehicle to be delivered to SMART's final destination within 60 calendar days following the issuance of the order.

Extension of Delivery Date:

SMART shall have the option of granting an extension to the successful bidder provided he/she has submitted a written request identifying the reason the extension is necessary to SMART at least three days prior to the delivery date stated on the official bid form.

Accepting Secondary Bid:

In the event a successful bidder fails to provide the vehicle within the time specified and the contract is canceled, SMART may enter into an agreement with the next lowest bidder for delivery of the vehicle(s).

Specialized Rail Equipment Upfitter Requirements:

In the event a bidder utilizes a third-party equipment upfitter for the specialized rail equipment requested in the specifications, the bidder must provide an OEM Certificate establishing that the upfitter is trained and proficient with installing the specific rail equipment. If the bidder fails to provide the OEM certification, SMART may enter into an agreement with the next lowest bidder for delivery of the vehicle(s).

All specialized rail equipment shall be installed and tested in accordance with all Federal Railroad Administration (FRA) regulations and requirements.

Delivery of Vehicle(s):

Vehicles shall be delivered to Sonoma-Marín Area Rail Transit District (SMART), Rail Operations Center, 3748 Regional Parkway, Santa Rosa, CA 95403. The vehicles shall be completely serviced as recommended by the manufacturer prior to delivery to SMART, and shall be delivered to SMART with a **full tank of fuel**. Title to vehicles shall not pass to SMART until the units have been delivered to the designated location and have been inspected and accepted by SMART.

Responsiveness Determination

The District reserves the right, in its sole discretion, to determine that a Bid is non responsive based upon any of the following:

- A. The Bid is not properly signed by an authorized party;
- B. Failure to provide all required parts of the Bid;
- C. The Bid is illegible or contains any omission, erasure, alteration, or item not called for in the Invitation for Bid or contains unauthorized conditions or other irregularities of any kind, if the District determines that such conditions or irregularities make the Bid incomplete, indefinite, or ambiguous as to its meaning;
- D. Requested information deemed material by the District is not provided;
- E. Failure to acknowledge and submit the Receipt of Addenda Form;
- F. More than one Bid is received from a Bidder;
- G. The Selection Committee is not able to confirm the accuracy of all technical data or other information provided in the Bid;
- H. Due to an organizational conflict of interest, the Bidder has an unfair advantage, in the opinion of the District;
- I. Any other reason for which the District determines that the Proposal is non-responsive;

District's Reservation of Rights

In connection with this procurement, the District reserves to itself all rights (which rights shall be exercisable by the District in its sole discretion) available to it under the Public Contract Code and applicable law, including without limitation, the following, with or without cause and with or without notice:

- A. Reject any or all Bids, or information submitted related to a Bid;
- B. Issue a new Invitation for Bid, or modify dates set or projected in the Invitation for Bid;
- C. Cancel, modify, or withdraw the Invitation for Bid, in whole or in part at any time prior to the execution of the Contract without incurring any cost obligations or liabilities;
- D. Issue Addenda, supplements and modifications to the Invitation for Bid;
- E. Modify the Invitation for Bid process;
- F. Appoint a Selection Committee and evaluation teams to review Bids and to

consider the advice and assistance of non-District experts in any subject matter in Bid evaluation;

- G. Approve or disapprove the use of particular Subcontractors, substitutions of Subcontractors, and Key Personnel;
- H. Revise or modify, at any time before the Bid Due Date, the evaluation criteria, factors, subfactors, weighting and/or guidelines that it will consider in evaluating Bids and to otherwise revise or expand its evaluation methodology. If such revisions or modifications are made, the District shall issue an Addendum to the Bidder's setting forth the changes to the evaluation criteria or methodology. The District may extend the Bid Due Date if such changes are deemed by the District, in its sole discretion, to be material and substantive;
- I. Hold meetings and conduct discussions and correspondence with a Bidder to seek an improved understanding and evaluation of the Bid;
- J. Seek or obtain data from any source that has the potential to improve the understanding and evaluation of the Bid;
- K. Waive weaknesses, informalities, and minor irregularities in Bids;
- L. Disqualify any Bidder that changes its organization (as represented in its Bid) without District written approval;
- M. Hold the Total Price Bids under consideration for up to 60 calendar days after the Bid Due Date until the Award is made unless there is a mutual agreement to extend the 60-day time limit as provided in the Invitation for Bid;
- N. Disclose information contained in the Bids to the public as described herein;
- O. Not issue a Notice to Proceed after execution of the Contract;
- P. Refuse to consider a Bid, once submitted, or reject a Bid if such refusal or rejection is based upon, but not limited to, the following:
 - i. Failure on the part of a Principal Participant to pay, satisfactorily settle, or provide security for the payment of claims for labor, equipment, material, supplies, or services legally due on previous or ongoing contracts;
 - ii. Submitted by the Bidder of more than one Bid for the same work under the Bidder's own name or under a different name;
 - iii. Evidence of collusion between a prospective Bidder (or any Principal Participant or Designer) and other Bidders (or Principal Participants or Designers);

- iv. Existence of a notice of debarment or suspension in any jurisdiction;
- Q. Further negotiate pricing, or Contract terms and conditions, in advance of execution of the Contract;
- R. Exercise any other right reserved or afforded to the District under this Invitation for Bid or under the Public Contract Code and applicable law; and/or
- S. Issue a single Notice to Proceed or multiple Notices to Proceed as specified in the Contract;
- T. The Bidder acknowledges that, by submitting a Bid in response to this Invitation for Bid, it agrees with these disclaimers and waives any right to legally challenge or protest any District's actions that exercise these disclaimers.

Sonoma-Marín Area Rail Transit District (SMART)
 5401 Old Redwood Hwy., Ste. 200, Petaluma, CA 94954

BID FORM

Bid Location: SMART, 5401 Old Redwood Hwy., Ste. 200, Petaluma, CA 94954
 Front Desk

Bid Instructions: Bids must be received in a **sealed** envelope to SMART, Attention: Ken Hendricks, 5401 Old Redwood Hwy., Ste. 200, Petaluma, CA 94954 no later than **2:00 p.m., on July 10, 2019**. The envelope must be clearly marked **“BID FOR (1) HI-RAIL CREW CAB FULL SIZE PICKUP TRUCK – CONTRACT NO. OP-EQ-19-008.”**

Public Bid Opening: 2:30PM (PST) at SMART, 5401 Old Redwood Hwy, First Floor, Petaluma, CA 94954.

In compliance with the Invitation for Sealed Bids for **ONE (1) NEW HI-RAIL CREW CAB FULL SIZE PICKUP TRUCK**, the undersigned, as Bidder, hereby OFFERS TO SELL to Sonoma-Marín Area Rail Transit District (SMART), in accordance with the terms and conditions, requirements and specifications set forth in the Bid Documents for the price quoted in this Bid.

VEHICLE INFORMATION	
Year:	
Make:	
Model:	
Standard Warranty Period & Description:	
Specify Earliest Delivery Date After Receipt of Order: <i>Ex. 15 Calendar Days after Receipt of Order</i>	

QUANTITY AND DESCRIPTION	PRICE
(1) NEW HI-RAIL CREW CAB FULL SIZE TRUCK:	
DELIVERY FEE:	
DMV DOCUMENT & EXEMPT PLATE FEE :	
CA TIRE RECYCLING FEE:	
FINAL PRICE BEFORE SALES TAX:	

Sales Tax shall not be included in the pricing listed above. SMART will calculate and add this to the final price. In the event that a vendor is from out-of-state and does not collect the CA Tire Recycling Fee, sales tax, and/or process DMV documents and exempt plates, SMART will add this cost to the bid amount.

The undersigned certifies under penalty of perjury that the above quotation constitutes a bona-fide offer to sell, that he/she is an authorized representative of the firm listed, that the quotation is in no way sham or collusive, and that issuance of a Purchase Order by SMART constitutes acceptance of Bidder's offer on the terms and conditions stated in the bid documents, and forms a contract. Bidder will not withdraw its Bid for at least sixty (60) calendar days from the date and time of the bid opening.

BIDDER NAME & TITLE (PRINT):	
BIDDER NAME (SIGNATURE):	DATE:

**BIDDER INFORMATION AND SIGNATURE
FOR VEHICLE DESCRIBED IN
SOLICITATION NO. OP-EQ-19-008**

BIDDER NAME:	
ADDRESS:	
TELEPHONE NUMBER:	
EMAIL ADDRESS:	
PRINT NAME OF AUTHORIZED SIGNOR:	
AUTHORIZED SIGNATURE:	

EXCEPTIONS TO THE SPECIFICATIONS:

Exceptions to the specifications of any bid items stated herein shall be fully described in writing by the bidder in the space provided below. **(Add additional pages if necessary.)**

PLEASE ATTACH THE FOLLOWING TO THIS BID FORM:

- Company W9
- Complete Specification List showing compliance with all specifications requested (Include Brand and Model)
- OEM Certification for Upfitting Rail Equipment