

INSTRUCTIONS TO BIDDERS
Chevrolet Tahoe

Clark County Fire Protection District No. 6 “District” is the entity issuing this invitation for bids. The District is a municipal corporation and a political subdivision of the state of Washington and is issuing this invitation for bids.

District Information:

Mailing Address

Clark County Fire District 6
8800 NE Hazel Dell Avenue
Vancouver, WA 98665

Administration Office

3805 NE 78th Street
Vancouver, WA 98665

For further information contact Assistant Chief Shawn Newberry (shawn.newberry@ccfd6.org) between the hours of 9:00 a.m. and 5:00 p.m. on all regular business days at the above email address.

The District representative for all matters relating to this invitation for bids is: Shawn Newberry

1. **Definitions.** The following terms shall have the meaning set forth below when used in this instrument:
 - 1.1. **Bidder.** Any person or entity that submits a qualified bid in response to the invitation for bids by the District.
 - 1.2. **Qualified Bid.** Any bid submitted to the District in response to the invitation for bids issued by the District that complies with the bid requirements.
 - 1.3. **District.** Clark County Fire Protection District No. 6.
 - 1.4. **Supplier.** The bidder who is awarded the contract to supply the Vehicle described in the Vehicle Specifications issued by the District, whether referred to as successful bidder, vendor, contractor, or manufacturer in subsequent documents.
 - 1.5. **Acceptance.** The term acceptance shall mean that time at which the District indicates that the Vehicle, as received, substantially complies with the Vehicle Specifications.
 - 1.6. **Vehicle.** 2023, 2024 or 2025 Chevrolet Tahoe as more particularly described in the Vehicle Specifications.
 - 1.7. **Vehicle Specifications.** The specifications attached here to as **Exhibit A**.
2. **Invitation for Bids.** The District will accept bid proposals for the Vehicle as follows:
 - 2.1. **Time.** Bid proposals must be received by the District on or before 4:00 p.m. on February 19, 2024.

- 2.2. **Place.** Bid proposals may be mailed to the District mailing address or delivered to the Administration Office.
- 2.3. **Bid Opening.** Bids will be opened at 4:00 p.m. on February 19, 2024 at the Administration Office, and a decision to award bids will be made within 30 days of that date.
3. **Acceptance - Rejection of Bids.** The District reserves the right to reject any or all bids, to waive minor irregularities in any bids or in the bidding procedure, and to accept any bid presented which meets or exceeds these specifications and which the District deems to be in the best interest of the District. The District reserves the right to accept the bid from the lowest responsible bidder or the bidder providing the best value taking into consideration the interests of the District as a whole. This may or may not be the bid with the low bid price.
4. **Instruction to Bidders and Specifications.** The instructions to bidders and Vehicle Specifications may be obtained by contacting the District between the hours of 9:00 a.m. and 5:00 p.m. on all regular business days. Any questions regarding this specification must be submitted in writing and be received by the District Representative a minimum of five (5) business days prior to the bid opening. Clarifications, corrections and/or changes shall be sent out in writing via fax or email to all prospective Bidders.
5. **Bid Marking.** All bids must be submitted in sealed envelopes and must be clearly marked on the outside of the envelope "Chevrolet Tahoe Bid" the opening date, and time on the face of the envelope.
6. **Bid Submission.** A Bidder may, without prejudice to the Bidder, withdraw, modify, or correct a proposal after it has been deposited with the District, provided the request is filed with the District, in writing before the time set for opening the bid proposals. The original proposal, as modified by such writing, shall be considered as a proposal submitted by the Bidder.
7. **Contents of Bid Proposal.** All bid proposals shall contain or be accompanied by the following:
 - 7.1. **Proposal.** The bidder's detailed description of the Vehicle and equipment which it proposes to furnish. Such description shall be set forth in the same sequence as set forth in these specifications. In the event any exceptions to the specifications are set forth in a bid proposal, the bidder must also include an explanation to establish why they believe the exceptions are equivalent to or exceed the specifications.
 - 7.2. **Qualification of Bidder.** Satisfactory evidence of the bidder's ability to deliver the Vehicle specified by the Delivery Date.
 - 7.3. **Authority.** The bid must be signed by an authorized representative of the Bidder. The Bidder shall provide with the bid proposal, proof of such representative's authority to contractually bind the Bidder.
 - 7.4. **Price.** The total bid price exclusive of state and local sales or use tax.
 - 7.5. **Payment Terms.** The bid proposal must state the time at which the purchase price or any portion of the price shall become due and shall provide options if any, for discounted payment plans.

- 7.6. **Delivery Date.** The Bidder shall provide in the bid proposal the amount of time in which the Vehicle will be delivered to the District. The delivery date shall be as soon as possible, but no later than December 1, 2024, subject only to labor strikes, acts of God or other delays not the fault of the Supplier. A provision that upon delivery of the completed Vehicle to the Fire District, the District shall have a period of ten (10) days after Delivery in which to inspect and test the Vehicle prior to acceptance. Preference may be given to any Bidder that can supply the Vehicle by June 1, 2024.
8. **Compliance.** The District advises all prospective Bidders that compliance with the requirements of these instructions to bidders as well as the Vehicle Specifications will be considered by the District in determining whether to accept or reject any bid.
9. **Material Considerations.** Each of the requirements contained in this document are material and the failure of a Bidder to comply with each requirement may constitute grounds for the rejection of the bid in the discretion of the District.
10. **Bidding Errors.** The District will not be liable for any errors in any Bidder proposal and Bidders will not be allowed to alter or modify bids after the Bid submittal deadline. The District reserves the right to correct or amend errors such as typing, transposition or other obvious errors, however, the District is not required to make such corrections or amendments. If a Bidder claims error and asks to be relieved of an award, the Bidder will be required to promptly present certified work sheets documenting the error. If the District upon review of the works sheets is convinced, in the District's sole discretion, that an honest, mathematically excusable error or omission of costs has been made, the Bidder, may be relieved of Bidder's bid. If a discrepancy exists between the price per unit and the extended amount of any bid item, the price per unit will control.
11. **Offer Irrevocable - Time Period.** All bid proposals shall be deemed to be offers to enter into a contract and shall be irrevocable for a period of sixty (60) days from the date of opening of the bids.
12. **Bid Award.** The bid will be awarded to the lowest responsible bidder. In the event multiple bids are received at the same price, the award will be made to the bidder that can provide the shortest guaranteed Delivery Date. In the event the Delivery Dates are the same, the bid will be awarded to the Vendor with the closest geographical service department to the District.
13. **Vehicle Specifications.** The Vehicle Specifications provided by the District are the minimum requirements. Any exceptions equivalent to or exceeding the Vehicle Specifications must be specifically identified and the cost adjustment related to any such exception shall be clearly identified.
14. **Performance Bond.** Unless the purchase price is not due until after acceptance by the District, the Supplier shall provide to the District a 100% performance bond within 10 days after acceptance of the bid proposal and execution of the contract with the Supplier by the District. The bond must be issued by a bonding company acceptable to the District.
15. **Delivery Location.** Delivery of the Vehicle shall be F.O.B Vancouver, WA, or such other location designated by the District.
16. **Warranty.** If the manufacturer's warranty excludes warranties of any specific included components because such components are covered by the component manufacturer's warranty, the warranty

of the component manufacturer shall be included with the bid proposal. Unless otherwise stated, the warranty of the manufacturer shall comply with the contract requirements and shall cover all components of the Vehicle including accessories.

16.1. The warranty obligation shall include the following:

16.1.1. All materials and required labor.

16.1.2. All transportation and shipping costs for the Vehicle or any part of the Vehicle from the District headquarters station to the place of repair and return.

16.1.3. The term of the warranty or warranties.

16.1.4. A copy of the warranty must be included in the bid.

17. **Statutes and Regulations.** The completed Vehicle must comply with all applicable federal statutes and regulations, applicable Washington statutes and regulations of the Department of Labor and Industries and all other applicable state regulatory agencies. In the event the Vehicle Specifications cannot be complied with without violating such requirements, the Bidder shall so state.

18. **Patents.** The Supplier shall defend any and all suits and assume all liability for any claims against the District, or any of its officials, employees, and agents, for the use of any patented process, device or article forming a part of the Vehicle or any appliance to be furnished under the contract.

19. **Conflict of Interest.** Bidders must certify, by signing below, that no officer, agent, or employee of the District who has participated in the contract negotiations on the part of the District has a pecuniary interest in the bid proposal and that the proposal is made in good faith without fraud, collusion, or participation of any kind by any other bidder under the same call for bids and that the Bidder is submitting the bid in its own behalf and not as an undisclosed agent of any person or firm.

I declare under penalty of perjury of the laws of the State of Washington that the above is true and accurate.

EXHIBIT A
VEHICLE SPECIFICATIONS

2023, 2024 or 2025 Chevrolet Tahoe 4WD RST
Luxury Package
Exterior Paint: Dark Ash Metallic
Interior: Jet Black/Victory Red
Engine: 5.3L Ecotec3 V8
Transmission: 10 Speed Automatic