



MAURY COUNTY GOVERNMENT

Invitation to Bid

Refrigerated Box Truck

**INVITATION FOR SEALED BIDS
MAURY COUNTY GOVERNMENT
IN CONJUNCTION WITH
THE WELL OUTREACH**

July 18, 2024 – Refrigerated Box Truck

Total pages including this page are 10

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Maury County

PURCHASING DEPARTMENT
10 PUBLIC SQUARE
SECOND FLOOR
COLUMBIA, TENNESSEE 38401
PHONE (931) 375-3110
FAX (931) 375-3118

INVITATION TO BID

Maury County, Tennessee along with The Well Outreach Inc. is soliciting bids for the purchase of one (1) refrigerated box truck, 2017 model or newer for use by The Well Outreach Inc.. The attached specifications are considered as “minimum specifications” and are not intended to exclude any company from providing bids for the requested materials, supplies and/or work. Materials, supplies and/or work which meet, *or exceed*, the minimum specifications will be considered.

The following listed materials are considered to be an integral part of this “Bid Invitation”:

“Instructions to Bidders”	2 pages
“Specifications”	1 pages
“Bid Form”	1 page
“Iran Divestment Form”	1 page
“Acknowledgement SAM Registration”	1 page

NOTE: The above listed materials will be available July 1, 2024 at the following website:

www.maurycounty-tn.gov

Click on the “*Financial Management*” link then Purchasing in order to download the Instructions to Bidders, Specifications, & Bid Form.

Bids will be accepted by the Maury County Purchasing Department, #10 Public Square, 2nd Floor, Columbia, TN 38401 until 10:00 A.M. local prevailing time, Thursday July 18, 2024, at which time and place all received bids will be publicly opened and read aloud. ***Bids must be submitted in a sealed envelope clearly marked “BID – REFRIGERATED BOX TRUCK –COUNTY” in the lower left corner.*** When applicable, all appropriate licensing and other required information must appear on the exterior of the submittal envelope, as required by T.C.A. 62-6-119.

When bid submittals are sent via U. S. Mail, FedEx, UPS or any other carrier; the sealed bids must be identified as above and then placed inside of the appropriate shipping envelope, and **then clearly marked “Sealed Bid Enclosed –Refrigerated Box Truck” on the exterior of the shipping envelope.** This is necessary in order to prevent the accidental opening of bids by separating bids from regular package delivery.

Bids arriving after the announced opening time or absent of the aforementioned markings will not be accepted.

Maury County reserves the right to disregard all nonconforming, non-responsive, or conditional bids; to reject any or all bids; to limit quantities; to waive formalities and informalities; and to evaluate proposals and accept any proposal or any part of any proposal that is judged, in our opinion, to be of the best quality, value and service to Maury County. It is also understood that the “apparent low bidder” will be announced at the bid opening; however the “successful bidder”, who may or may not be the lowest bidder, will not be announced until all issues, which include, but are not limited to quality, service, conformity to

specifications, etc. have been resolved and until a period of review has been completed by the County. The “review period” is normally completed within ten business days following the bid opening; however, under some circumstances, a longer review period may be required.

The bidder must submit his bid on the “Bid Form” provided. Bids not submitted on the provided form may be rejected. The Bid Form is not to be changed in any manner, nor is any unauthorized additions, conditions etc. to be added. All applicable charges, including delivery, fees and surcharges must be included in the original proposal. Product warranties, where applicable, should be noted for each item. Any warranty to be provided on the materials, supplies and/or work are to be explained in detail by attaching a “Warranty Page” to the Bid Form. Blue or black ink must be utilized in the completion of the Bid Form.

The County’s evaluation should be completed by 5:00 PM on August 1, 2024. Interested bidders should contact the County to schedule an appointment to inspect the bid file. The bidder inspection period will be for five days following the evaluation”. Inspection by bidders will be closed after this time and the records will be moved to “Closed Bid Files”, but shall remain opened and accessible to the public during the regular office hours of the County. Inspection of the purchase records shall not disrupt the normal work routine of the office. The individual requesting to inspect the records must first provide a written request describing those records to be inspected, and establish a date and time to inspect the records within the normal office hours of the Purchasing Department. Any copies made at the interested parties request shall be assessed a charge at the prevailing rate for duplication of County records.

All requested documentation is to be included with the bid submittal. Failure to provide the requested documentation may result in bid rejection. *When requested, complete specifications and product brochures for the items bid are to be provided with the bid submittal.*

Bids must be executed in the Company name and signed by an officer or individual that has authority to bind the Company. No bid may be withdrawn for a period of thirty (30) days after the opening date.

Title VI of the Civil Rights Act of 1964: All interested parties, without regard to race, color or national origin, shall be afforded the opportunity to bid and shall receive equal consideration. Title VI states “No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program activity receiving Federal financial assistance.” Maury County is often the beneficiary of Federal financial assistance in the areas of education, health care and social services, public transportation, and parks and recreation. Maury County strives to protect individuals’ civil rights through active compliance with the requirements of Title VI. Any questions, concerns or complaints related to Title VI should be directed to the Maury County Mayor, who will review and forward all materials to the Title VI Coordinator. Please assist us with our compliance efforts by completing the optional statistical information requested on the Bid Form provided.

Additional information may be obtained by contacting the Purchasing Department at 931-375-3110.

Requested by,

Pattie Farris

Pattie Farris
Purchasing Agent

cc: Bid File



Maury County Government
Instructions to Bidders

Item: Refrigerated Box Truck
Department: County

Thursday July 18, 2024 @ 10:00 AM Local Prevailing Time

NARRATIVE:

Maury County Government along with The Well Outreach organization is soliciting bids for the purchased of one (1) refrigerated box truck which is required in the routine operations of The Well Outreach organization. All offerings made under this invitation shall meet or exceed the detailed requirements as set forth in the attached minimum specifications, drawings and plans, if any. All values specified in the invitation shall be considered as minimums, unless otherwise specified. Specifications are based on a Freightliner M2 106/107 truck with Cummins engine, however all offers deemed to be better or equivalent to the specifications provided will be considered.

Bid Submittal:

The bidder must submit his proposal on the “Bid Forms” provided with the “Invitation to Bid”. The bid price must be written in blue or black ink, in numerals, and in words. The words, unless obviously incorrect, will govern. No qualifying letters or statements attached to the bid form will be considered. The bids will be received by Maury County Government until the day, date and time as set forth in the “Bid Invitation”. Local time shall prevail in all openings. The bid due date and time will be strictly observed. It is the responsibility of the bidder to ensure that his bid is delivered via mail, carrier, by hand or other method prior to the scheduled bid opening day, date and time.

Before submitting a bid or proposal each bidder shall carefully examine the specifications (if any) and inform himself fully concerning the existing conditions, and shall make his bid or proposal to provide the items covered at the lowest cost while offering the best service and quality.

BID OPENING:

A bid opening will occur at the time and on the date as scheduled in the “Invitation to Bid”. At the “Bid Opening”; an “Apparent Lowest Bidder” will be announced. A “Successful Bidder” will be announced after a review period in which all elements of the bid are taken into consideration to include, but not be limited to, alternate or option bids which the Owner *may* want to include in the Work and which were bid on as alternate or option items in the original bid request, delivery schedules, service factors, and other pertinent data. The “Apparent_Lowest Bidder” *may or may not be* the “Successful Bidder”.

Alternate bids and specifications are not acceptable unless specifically asked for and/or authorized in the Invitation to Bid.

Bids submitted will be immediately rejected when:

- The bidder fails to use the provided bid form,
- Bid form is not signed by an authorized representative of the bidding company,
- Conditions are placed upon the bid by the bidder,
- Unauthorized additions to the bid by the bidder,
- Lack of appropriate documents as required or requested in the Invitation to Bid,

A “Bid Tabulation” will be made available to the attendees at the “Bid Opening” showing all bids submitted. Individual bids will not be available for inspection until after the review period has occurred as outlined in “Bid Inspection” below.

BID WITHDRAWAL:

Any bid may be withdrawn *prior* to the day, date and time as set forth in the “Bid Invitation”. Any bid may be withdrawn as a result of any authorized postponement by the Owner.

BID INSPECTION:

A record shall be kept, listing each bidder by name and address and indicating their bid amounts. These records are to be open to public inspection after review and after the award to the successful bidder.

Evaluation Period:

- a. The review period is for ten (10) business days following the bid opening, during which time the bids are closed to public inspection.
- b. During the period when evaluation is being made, all bid analysis is confidential, thereby maintaining the integrity of the bidding system.
- c. No County personnel in any office should discuss information pertinent to any bid during this period, other than at scheduled meetings of County personnel specifically intended for review with regard to the bid and/or project.
- d. Violation of the confidentiality of bids pending award seriously compromises the County’s position in establishing contractual agreements.

During the bid review period, certain issues may be discussed with the potential “successful” Bidder. Any failure to come to an agreement on the discussed issues may result in the rejection of that bidder’s bid and force the Owner to move to the next bidder in line, when deemed by the Owner as being in the best interest of the Owner.

AWARD of BUSINESS:

A bid shall be considered an offer subject to acceptance by Maury County. If a bidder fails to state the time within which a bid may be accepted, Maury County shall have a minimum of sixty (60) days to accept.

Any award of business shall be to the lowest and best bidder, taking into consideration, but not limited to, the qualities of the articles or services to be supplied, their conformity with specifications, their suitability to the requirements of the Owner and the delivery terms. Any or all bids may be rejected for good cause.

NOTE:

Bidders who conduct business with Maury County Government must comply with TCA 50-1-103 (regarding employment of illegal aliens). Violation of this statute could result in a suspension of appropriate licensure and loss of business with Maury County.

**Bidders must also be able to provide a copy of a valid business license.
(At the request of Maury County)**

Failure to comply with the above may be cause for the rejection of the bid.

Refrigerated Box Truck Bid Specifications

Chassis - Freightliner M2 106/107 (or equivalent)

Year 2017 or Newer Mileage 150K or under

Class - 6

GVWR - 26000 Transmission - Automatic

Engine Make - Cummins (**or equivalent**)

Fuel - Diesel

Cylinder Count - 6

Cab Features

A/C system with cooling and heating

Power Locks

Power Windows

Audio system with bluetooth and usb connectivity

Back up Camera and viewing screen

Air-seat, drivers side preferred

Box Features

26FT Box Length

8FT Box height

Rolling "garage style" Door

Refrigerated Cooling Unit

ThermoKing (**or equivalent**)

Under 5000 Hours



Maury County Government
Bid Form

Item: Refrigerated Box Truck
Department: County

Thursday July 18, 2024 @ 10:00 AM Local Prevailing Time

- The undersigned BIDDER proposes and agrees, if this bid is accepted and successful, to enter into an agreement with Maury County, Tennessee to perform and/or furnish the goods and/or services at the prices indicated below in accordance with the terms and conditions detailed in the Invitation to Bid.**
- This bid is genuine and not made in the interest or on behalf of any undisclosed person, firm, or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other bidder to submit a false or sham bid; BIDDER has not solicited or induced any person, firm or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself any advantage over any other bidder or over Maury County, Tennessee.
- Title VI of the Civil Rights Act of 1964. All interested parties, without regard to race, color or national origin, shall be afforded the opportunity to bid and shall receive equal consideration. Please assist us with our compliance efforts by completing the optional statistical information requested below.

Company Name _____ Fed ID # _____

Address _____ Phone (_____) ____ - _____

_____ Fax (_____) ____ - _____

Authorized Signature: _____

Submitted on _____, 2024 Email Address: _____

Truck Make and Model Offered _____

Mileage _____

Price of Truck Offered \$ _____

Warranty Information included: Yes ___ No ___ Length of Warranty: _____

Payment Terms: _____ Estimated Time for Delivery: _____

Optional Title VI Information for Bidder:

Sex:	Male _____	Female _____	Other _____
Race:	White Non-Hispanic _____	Hispanic _____	Black Non-Hispanic _____
	Asian _____	American Indian _____	Other _____

Interested Certified Disadvantaged Business Enterprise (DBE) firms as well as other minority owned and women-owned firms are encouraged to respond to all advertisements by Maury County.

Public Acts 109
Iran Divestment Act

“By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization under penalties of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to §12-12-106”

Full text of Public Chapters can be found on the Tennessee Secretary of State’s website:
<http://tnsos.org/acts/PublicActs.109.php>.

Non-Boycott of Israel

“By submission of this bid/quote/proposal, each supplier and each person signing on behalf of any supplier certifies, and in the case of a joint bid/quote/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 supplier is not boycotting Israel pursuant to T.C.A. §12-4-1 and will not during the term of any award.
Note: Applicable only to contracts of \$250,000 or more and to suppliers with 10 or more employees.

ACKNOWLEDGEMENT: The undersigned hereby acknowledges receipt of these affidavits and certifies that the submittal in response to this solicitation is in full compliance with the listed requirements. Failure to properly acknowledge issues concerning the above is ground for bid rejection and may subject the signer to penalties as directed by the appropriate laws.

Company Name (Proposer/Contractor)

Print Name _____

Signed _____

Title _____

Subscribed and sworn before me this _____ day of _____, 20_____.

Signed _____ Print Name _____

Title _____

My Commission expires: _____, 20_____.

ACKNOWLEDGEMENT REGARDING BIDDER SAM REGISTRATION

Pursuant to 2 CFR Parts 183 and 215 and the requirement of the U.S. Department of Housing and Urban Development (HUD), contractors procured directly by grantees, sub-grantees, and/or sub-recipients of HUD funds, including CDBG are required to have an active registration in the System of Award Management (SAM). This document shall be completed and submitted as part of the bid proposal.

1. By submitting this proposal, the prospective bidder certifies that it has an active registration in SAM that is not set to expire within the next 90 days.
2. By submitting this proposal, the prospective bidder certifies neither it, its principals nor affiliates, is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
3. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that an erroneous certification was rendered, in addition to other remedies available to the Federal Government, the Department or agency with which this transaction originated may pursue available remedies.
4. Further, the prospective bidder shall provide immediate written notice to the person to which this proposal is submitted if at any time the Participant learns that this certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. By submitting this proposal, it is agreed that should the proposed covered transaction be entered into, the prospective bidder will not knowingly enter into any lower-tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction unless authorized by the agency with which this transaction originated.
6. It is further agreed that by submitting this proposal, the prospective bidder will include Certification of Subcontractor Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion without modification, in all lower-tier covered transactions and in all solicitations for lower-tier covered transactions.

Provide the following information as detailed in the prospective bidder's SAM registration:

Entity Name: _____

Address: _____

City: _____ State: _____ Zip: _____

SAM Entity ID: _____ Expiration Date: _____

Active Exclusions: Yes No