



## **Yuma County Sheriff's Office**

**Leon N. Wilmot**  
*Sheriff of Yuma County*

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[www.yumacountysheriff.org](http://www.yumacountysheriff.org)

# **REQUEST FOR PROPOSAL**

A Solicitation of Bids for

**Eighteen (18) 2021 Ford F-150 4x4 with 2.7 Twin Turbocharged Gasoline  
Engine Trucks**

**LEON N. WILMOT, SHERIFF  
COUNTY OF YUMA  
STATE OF ARIZONA**

Date of Release: October 15, 2020

**A. INTRODUCTION**

The Yuma County SHERIFF (hereinafter called "SHERIFF") is soliciting proposals from qualified vendors for the provision of **Eighteen (18) Full Size 2021 Ford F-150 4x4 with 2.7 Twin Turbocharged Gasoline Engine Trucks**. Bids are to include delivery of **Eighteen (18) Full Size 2021 Ford F-150 4x4 with 2.7 Twin Turbocharged Gasoline Engine Trucks**.

The SHERIFF reserves the right to modify or change the requirements of this RFP. All modifications or changes will be in writing and mailed to all prospective Bidders.

No reimbursement for fees or costs associated with responding to this RFP or negotiating a contract will be provided by the SHERIFF.

**Sealed Proposals shall be received no later than 5:00 p.m., local time, on October, 29, 2020 at the Yuma County Board of Supervisors, 198 S. Main Street, Yuma, Arizona 85364.**

**B. OBJECTIVES OF REQUEST FOR PROPOSAL**

1. To collect information necessary for the evaluation of competitive Bid submitted by qualified Bidders (collectively, "Bidders") as to their respective qualifications and capability to render the services outlined within this Request for Proposal.
2. To provide fair and objective evaluation of all bids.
3. To develop an understanding and agreement upon certain material terms that will form the basis of a contract for services.

**C. PROPOSAL TIMELINE**

|   |                          |
|---|--------------------------|
| <b>Release of RFP</b>                             | <b>October 15, 2020</b>  |
| <b>Deadline for Submission of Final Questions</b> | <b>October 23, 2020</b>  |
| <b>Deadline for Answers to Questions</b>          | <b>October 26, 2020</b>  |
| <b>Deadline for Proposal</b>                      | <b>October 29, 2020</b>  |
| <b>Bid Opening Date</b>                           | <b>October 30, 2020</b>  |
| <b>Tentative Date for Awarding Contract</b>       | <b>November 16, 2020</b> |

**D. BID FORMAT**

Bidders must submit four (4) copies of their Bids, to include (1) unbound and reproducible copy, sealed and addressed to:

YUMA COUNTY BOARD OF SUPERVISORS  
198 SOUTH MAIN STREET  
YUMA, ARIZONA 85364

**All bids must be clearly marked on the exterior of the mailing package:**

### **“BID FOR YCSO TRUCKS”**

Each bid must contain, at a minimum, the following information in the recommended format outlined below:

#### **TRANSMITTAL LETTER**

The transmittal letter is to be a brief introductory letter providing at least the following information:

1. Name of and addresses of Bidder.
2. Name, title and telephone number of the contact person for the Proposer.
3. Statement that the Bid is in response to this Request for Proposal (RFP).
4. Signature and typed name, and title of the individual who is authorized to commit Proposer to the proposal.
5. Purchase price of the truck(s) offered by Bidder.
6. An end date of which prices will be good for due to the possibility of a second purchase of more trucks.
7. Complete and detailed description of truck specifications.

#### **SCHEDULE OF MINIMUM STANDARDS**

The Bid must address each of the following items:

##### **Vehicle Equipment Requirements**

1. White in color full size four (4) door half (1/2) ton truck, with a 2.7 Twin Turbo gasoline engine/Ford Motor Co. Package WE1 and Equipment Package 101A.
2. Electronic Ten (10) speed automatic transmission with column shifter
3. Four (4) wheel drive
4. Tilt steering wheel and cruise control
5. Power door locks, windows, and mirrors
6. Factory installed air conditioning
7. Standard driver and passenger rear view mirrors
8. Full size spare tire
9. Standard AM/FM radio
10. Tinted windows, driver and passenger areas
11. Anti-lock braking system
12. Tow package
13. Drive train skid plates
14. White installed dome light
15. Rear passenger door locks and windows disable from back controls.

#### **E. BID PROCESS**

Proposers shall submit Bids which are clear, comprehensive, and fully descriptive, to enable the SHERIFF to make a sound and objective evaluation of Proposer's Bid.

**All inquiries concerning information shall be directed to:**

Jack Lehr  
Procurement Agent  
Yuma County SHERIFF's Office  
141 South Third Avenue  
Yuma, Arizona 85364  
T: (928) 819-2221/ F: (928) 782-4091

Or

Sergeant Kenny Thomas  
Yuma County SHERIFF's Office  
141 South Third Avenue  
Yuma, Arizona 85364  
T: (928) 580-3287/ F: (928) 782-4091

*The SHERIFF reserves the right to reject all bids.*

All information with this bid including but not limited to pricing, product specifications and any supporting data becomes public information and upon request is subject to release to and/or review by the public including competitors.

**F. METHOD OF AWARD**

1. All Bids will be evaluated and rated in at least, but not limited to, two (2) categories, with maximum point value as follows:
  - a. Cost of services contemplated in the RFP - 80 points
  - b. Responsiveness of Bid to requirements in the RFP - 20 points
2. The most qualified Bidders may be rated on verbal presentations which they may be invited to make to the evaluators and/or representatives of SHERIFF to include SHERIFF, his staff and Board of Supervisors.
3. The SHERIFF will assemble a committee of administrative and management personnel for the purpose of evaluating and rating Bids.
4. The SHERIFF reserves the right to reject any and all Bids and to vary or change the evaluation/selection criteria at any time in the selection process.
5. For purposes of this RFP, "award" is defined as the right to negotiate a contractual relationship with the SHERIFF for services identified in the RFP. The award does not constitute an acceptance of a contract offer. Following an "award, the parties' only obligation is to negotiate in good faith a definitive contract between the SHERIFF and the Bidder.

6. The evaluation and selection process may include a request for additional information and could include oral presentations to support the written Bids by the most qualified Bidder.
7. The SHERIFF reserves the right to reject all Bids and/or not to award any contract regardless of the outcome of the evaluation process.
8. The SHERIFF reserves the right to make an award without further discussion of the Bids received. It is therefore critical that all Bids be submitted initially in the most favorable terms possible, both economically and technically. A best and final bidding process is expected.
9. While cost will be an important factor, it will not necessarily be the most important. In the event that a contract is executed, it will be with the Bidder who, in the opinion of the SHERIFF, demonstrates the best ability to fulfill all of the requirements of the RFP.
10. The SHERIFF encourages free and open competition. Whenever possible, specifications, Bid invitations and conditions are designed to accomplish this objective, consistent with necessity to satisfy the SHERIFF's needs and the accomplishment of a sound economical opinion.
11. The Bidder's signature on the Non-Collusion Affidavit (attached hereto as Addendum "A") guarantees that the prices offered have been established without collusion with other eligible Bidders and without effort to preclude the SHERIFF from obtaining the lowest possible competitive price. The award will be made to the responsible and responsive Bidder whose Bid is determined to be most advantageous to the SHERIFF based on the evaluation factors in this RFP.
12. The final decision will be made by the Board of Supervisors on or about the time identified in the section of this RFP titled "Schedule of Events."
13. In the event of an award, Bidder and SHERIFF are independent entities contracting with each other solely for the purpose of carrying out the provisions of this RFP. Neither the SHERIFF nor any of its agents or employees shall be liable for any act or omission, or for negligence, injury or malpractice, on the part of Bidder or any of its trustees, directors, staff, employees, physicians practicing therein, or other contractors of Bidder. Neither Bidder nor any of its trustees, directors, employees or agents shall be liable for any act or omission, or for negligence on the part of the SHERIFF, its agents, employees, consultants, attorneys, accountants or administrative officers.
14. The Bidder acknowledges that the SHERIFF is a governmental entity, and the contract validity is based upon the availability of public funding under its authority. In the event that public funds are unavailable after June 30 of any fiscal year and not appropriated for the performance of SHERIFF's obligations under the contract, then the contract shall automatically expire without penalty to SHERIFF, after written notice to Bidder of the unavailability and non-appropriation of funds.
15. Legal Arizona Workers Act Compliance:

To the extent applicable under A.R.S. §41-4401, the Contractor and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees and compliance with the E-verify requirements under A.R.S. §23-214(A). The Contractor or subcontractor's breach of the above mentioned warranty shall be deemed a material breach of the Agreement and may result in the termination of the Agreement by the SHERIFF. The SHERIFF retains the legal right to randomly inspect the papers and records of the Contractor and its subcontractors who work on the Agreement to ensure that the contractor and its subcontractors are complying with the above-mentioned warrant. The Contractor and its subcontractors warrant to keep the papers and records open for inspection during normal business hours by Yuma County and to cooperate with Yuma County's inspections.

**16. May be Cancelled Pursuant to A.R.S. §38-511:**

All parties hereto acknowledge that this agreement is subject to cancellation by the COUNTY and SHERIFF pursuant to the provisions of Section 38-511, Arizona Revised Statutes.<sup>10</sup>

ADDENDUM "A"

