



LEGAL NOTICE

**REQUEST FOR BID
SEALED BID 21-053**

For

1.5 Ton Dual Wheel, Crew Cab Truck with Flatbed Body

For

**ST. CHARLES COUNTY GOVERNMENT
ST. CHARLES, MISSOURI**

St. Charles County is seeking bids for **1.5 Ton Dual Wheel, Crew Cab Truck with Flatbed Body**. The county reserves the right to terminate the contract for any violation, by the successful bidder, of any term or condition of the contract by giving thirty (30) days written notice stating the reasons therefore and giving the party time to remedy any deficiencies. All bid prices submitted must be guaranteed for ninety (90) days.

BID INSTRUCTIONS

One [1] signed original and one [1] signed copy of the bid must be received in a sealed envelope plainly marked “**21-053 1.5 Ton Dual Wheel, Crew Cab Truck with Flatbed Body**” with the date and time of the bid opening in the lower left corner of the envelope.

An authorized representative of the company/person submitting the bid must sign the bid, in blue ink.

Bids must be submitted to the St. Charles County Finance Department, 201 North Second Street Room 541 St. Charles MO 63301 prior to the bid opening.

Bid opening will be on 3/08/2021 at 10:30 AM , in **Room 116** of the St. Charles County Administration Building, 201 North Second Street, St. Charles, MO 63301.

St. Charles County reserves the right to accept and/or reject any and all bids.

Due to the Coronavirus, all St Charles County bids will be received and opened on the first floor of the St Charles County Administrative Building, 201 North Second Street, Room 116, St. Charles, Missouri 63301. It is highly recommended that you mail or have your bid delivered via UPS, FedEx, courier, etc., with plenty of time to arrive prior to the day of the bid opening. If you are delivering your bid the day of the opening and intend to stay, you will be screened for temperature in the lobby on the first floor prior to admittance of the bid opening. If your bid is dropped off prior to the opening there will be someone in the lobby to receive it.

Bid results may be obtained by going to our St Charles County Government website @ <http://www.sccmo.org/Bids.aspx> click on “**show Closed/Awarded/Cancelled bids**”, **select bid and click on “related documents”**. **No phone calls please**. The time it takes for final bid results to be made public depends on the complexity of the project and the cost of the project.

BID INQUIRIES

Any questions or clarifications concerning this Request for Bid must be submitted in writing via E-mail (preferred), mail or fax to:

Pam Luesse
St. Charles County Government
Finance Department
201 North Second St
St. Charles, Missouri 63301
Fax: (636)949-7589
pluesse@sccmo.org

For questions or inquiries concerning the specifications please contact:

John Lyons, Highway Superintendent
St. Charles County Government
301 North Third St
St. Charles, Missouri 63301
Fax: (636)949-7307
jlyons@sccmo.org

- The bid number and title shall be referenced on all correspondence.
- All questions must be received no later than **3:00 PM** on **3/02/2021**. Any question received after this deadline may not be answered.

Responses to questions/clarifications will be placed on the County's website <http://www.sccmo.org/Bids.aspx>. Check this website frequently for updates and any addendum that are issued.

Prohibited Communication

Contact with any representative, other than through the procedure outlined in the section titled "Bid Inquiries", concerning this request is prohibited PRIOR TO BID OPENING. Representative shall include, but not be limited to, all elected and appointed officials, and employees of St. Charles County and their Agents within St. Charles County. Any Offeror engaging in such prohibited communications prior to Bid Opening may be disqualified at the sole discretion of St. Charles County.

TERMS AND CONDITIONS

- St. Charles County reserves the right to reject any and all bids or parts of a bid and waive technicalities, and to adjust quantities.
- All bids will be considered final. No additions, deletions, corrections, or adjustments will be accepted after the time of bid opening.
- All delivery costs or charges must be included in the F.O.B. destination bid price.
- City, County and State of Missouri Sales Tax and Federal Taxes are not applicable to sales made to St. Charles County and must be excluded.
- The contract shall be effective for the approximate twelve (12) month period from the date of the notice of award.
- The electronic version of this bid/RFP is available upon request. The document was entered into WORD for Microsoft Windows. The Purchasing Office does not guarantee the completeness and accuracy of any information provided on the electronic version. Therefore, respondents are cautioned that the hard copy of this bid/RFP on file in the Purchasing Office governs in the event of a discrepancy between the information contained in or on the electronic version and that which is on the hard copy.
- Vendors are required to clearly identify any deviations from the specifications in this document.
- An authorized officer of the company submitting the bid must sign all bids, in blue ink.
- Vendors must submit two [2] signed copies of their bid; one is to be an original and so marked.
- All prices and notations must be in blue ink or typewritten on the attached form. Mistakes must be crossed out, corrections typed adjacent and must be initialed in blue ink by the

person signing the bid.

- St. Charles County will not award any bid to an individual or business having any outstanding amounts due from a prior Contract or business relationship with the County or who owes any amount(s) for delinquent Federal, State or Local taxes, fees and licenses.
- Sealed proposals received after the designated time of the receipt of the sealed proposals will be considered as “No Bid” and “Void” and will not be opened.
- The successful bidder is specifically denied the right of using in any form or medium the names of St. Charles County or any other public agency within St. Charles County Government for public advertising unless express written permission is granted.
- All bidders must possess the necessary and appropriate business and/or professional licenses in their field.
- Award will be made to the low responsive, responsible bidder, or to the offeror whose proposal is most advantageous to the County, price and other factors considered including geographic location. When payments are to be made to the County, award will be made to the most advantageous offer.
- County reserves the right to accept any item or group of items offered, unless the bidder qualifies his bid by specific limitations. The bid can be on an "all or none" basis if wording in the bid so states and if all items solicited are included in the bid.
- When applicable, provide unit prices and extension prices. Where there is disagreement in the unit and extension prices, the unit price shall govern.

Employment of Unauthorized Aliens Prohibited (Missouri Revised Statutes Section 285.530)

As a condition for the award of any contract or grant in excess of five thousand dollars by St. Charles County to a business entity, the business entity shall, by sworn affidavit and provision of documentation**, affirm its enrollment and participation in a federal work authorization program (**E-Verify**) with respect to the employees working in connection with the contracted services. Every such business entity shall sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. [RSMO 285.530 (2)]

An employer may enroll and participate in a federal work authorization program (**E-Verify**) and shall verify the employment eligibility of every employee in the employer’s hire whose employment commences after the employer enrolls in a federal work authorization program. The employer shall retain a copy of the dated verification report received from the federal government. Any business entity that participates in such program shall have an affirmative defense that such business entity has not violated subsection 1 of this section. [RSMO 285.530 (4)]

Any entity contracting with St. Charles County shall only be required to provide the referenced affidavit on an annual basis. A copy of the affidavit is included in this bid request. Vendors may choose to send the required documentation using one of the following options:

- Send the notarized affidavit and E-Verify MOU signature page to: St. Charles County, Attn: Purchasing Manager, 201 N Second Street, Room 541, St. Charles, MO 63301 prior to responding to any solicitations; **OR**

- Send the notarized affidavit and E-Verify MOU signature page along with a bid solicitation response.

These documents will be kept on file. The notarized affidavit and E-Verify MOU signature page will remain current for **one year** from the date of the notarized affidavit.

**** PLEASE NOTE:**

Acceptable enrollment and participation documentation consists of a valid copy of the signature page of the E-Verify Memorandum of Understanding, completed and signed by the Contractor, and the Department of Homeland Security - Verification Division

The online address to enroll in the E-verify program is:

<https://e-verify.uscis.gov/enroll/StartPage.aspx?JS=YES>

Open Records

Any and all information contained in or submitted with the bid becomes a public record subject to the Missouri Sunshine Law when the bids are opened. If the bidder believes that any information contained in or submitted with the bid is protected from disclosure by the Missouri Sunshine Law, the bidder must clearly identify what information the bidder believes is so protected and must also clearly identify the legal basis therefor.

Veteran Friendly Employment Policy

"Indicate whether you have developed a veteran friendly employment policy and, if so, attach a copy of such policy to your response as a point of information."

_____ "YES" our company has a veteran friendly employment policy.

_____ "NO" our company does not have a veteran friendly employment policy.

Please include a copy of your veteran friendly employment policy with your submission.

Bid Specification

St. Charles County is seeking bids for one (1) **1.5 Ton Dual Wheel, Crew Cab Truck with a Flatbed Body** for the Highway Department.

Unless otherwise specified, any manufacturers' names, trade names, brand names, information and/or catalog numbers listed in this specification are descriptive, **not restrictive**. The bidder may offer any product that meets or exceeds the applicable specifications. The bidder must demonstrate comparability, by including appropriate catalog materials, literature, specifications, test data, etc. **The County shall determine in its sole discretion whether a product is acceptable as an equivalent.**

Item Number	Feature Description	Meets	Exceeds	Not available or does not meet spec
A. General				
1)	One (1) minimum 5500 Chassis or equivalent			
2)	Crew Cab			
3)	4x4 wheel drive			
4)	Dual rear wheels			
5)	19,500 lb GVWR minimum			
6)	List GCWR _____			
7)	Chassis must have 84" C.A.			
8)	The unit shall have a commercial grade Diesel Engine with engine block heater			
9)	The engine shall have 325 HP & 700 lb.-ft. Torque minimum			
10)	The unit shall have a heavy-duty engine oil cooler required			
11)	The engine shall have a five (5) year, 100,000 mile warranty			
12)	Heavy Duty 6 Speed Automatic Transmission			
13)	The transmission shall have a five (5) year 100,000 mile warranty			
14)	The unit shall have a heavy-duty transmission oil cooler required			
15)	Maximum Towing package (including – extra-large radiator, electric brake wiring, trailer brake controller, and wiring harness, etc.)			
16)	All standard equipment			
17)	The front axle rating shall be a minimum 7,000# with a front spring rating of 7,000#			
18)	The rear axle rating shall be a minimum 13,500# with multi-leaf springs			
19)	4.88 rear end gear ratio or lower			
20)	The unit shall have a limited slip differential			
21)	Seven (7) 10 ply radials, including spare tire and wheel			
22)	The unit shall have factory upfitter switches installed			

Item Number	Feature Description	Meets	Exceeds	Not available or does not meet spec
23)	The unit shall have a hydraulic power brake system (anti-lock)			
24)	The unit shall have power steering			
25)	The unit shall have a 50-gallon fuel tank minimum			
26)	The unit shall have intermittent wipers			
27)	The unit shall have power windows and power door locks			
28)	The unit shall have an AM – FM Radio			
29)	The unit shall have air conditioning			
30)	The unit shall have tinted glass			
31)	The unit shall have vinyl seats			
32)	The unit shall be Summit White or equal in color			
33)	The unit shall have tow style mirrors			
34)	The unit shall have two (2) front tow hooks			
35)	Any changes on complete unit must be noted			
36)	The cab and chassis shall be undercoated			
37)	Complete set of owner's & Service manuals			
	B. Flat Bed Body			
	The body must meet or exceed the following specifications:			
38)	Knapheide PGNB-116 or equivalent			
39)	The body shall be an 84" CA measurement for a dual rear wheel vehicle.			
40)	The body shall have a length of approximately 11.5' and a width of 95.75"			
41)	Internal stake pockets along sides and rear of bed			
42)	Rub rails on sides of bed			
43)	12-gauge tread plate steel floor with 6" structural channel long sills			
44)	12-gauge cross sills on 16" centers			
45)	Bulkhead and rear skirt integrated LED B/U and S/T/T lights			
46)	Hinged access door to cover gooseneck hitch when not in use			
47)	The body shall be primed and painted black			
48)	The body shall have the bottom of floor and wheel wells undercoated			
49)	The body shall be bid with a minimum five (5) year warranty against rust			
50)	Body to have two SAE Class 1 LED Tri-Color (Amber/Green/White) strobes mounted in front grill. ECCO ED3702AGW or equivalent			
51)	Body to have four Class 1 LED Tri-Color (Amber/Green/White) strobes mounted facing rear. Two high on sides (facing rear) of bulkhead and two mounted low below taillights on flatbed. ECCO ED3702AGW or equivalent.			
52)	One Class 1 LED Dual-Color (Amber/Green) strobe light bar mounted to top of bulkhead. ECCO 5590CAG or equivalent.			
53)	Factory upfitter switch in cab to control all warning lights			

Item Number	Feature Description	Meets	Exceeds	Not available or does not meet spec
54)	The body to be bid with all standard equipment and lighting and installed on above referenced truck.			
55)	The body shall have a Class V weight carrying receiver and hitch with 7-way trailer plug.			
56)	List weight of body			
57)	List maximum conventional tow rating			

All answers of **Exceeds or Not Available or does not meet spec** shall be explained on the *Exception Sheet* included in this packet. Cite the corresponding Item Number of the feature involved.

The County desires to trade in the vehicle listed below:

Trade – In Units:

Truck #350 – 2008 Chevrolet 5500 VIN # 1GBJ5C1948F418059,
Approximate Mileage: 104,000

This unit will be in service until delivery of new vehicle.

The County reserves the right to accept either the base price bid or the bid price after the trade-in. New truck must be delivered to the address below.

Trade-in unit may be inspected at the Western District Facility at 121 Freymuth Rd, Wentzville, MO.
Ph: 636-332-6036

The successful bidder shall deliver the truck within by no later than December 1, 2021.

The bids are scheduled to be awarded at the March 29th Council meeting. Please take this into consideration when submitting your bid.

Exception Sheet

If the item(s) and/or services proposed in the response to this bid is in any way different from that contained in this proposal or bid, the bidder is responsible to clearly identify all such differences in the space provided below. Otherwise, it will be assumed that the bidder's offer is in total compliance with all aspects of the proposal or bid.

Below are the exceptions or differences to the stated specifications (attach additional sheets as needed):

Date: _____

Signature: _____

Title: _____

Company: _____

BID FORM

IFB 21-053

1.5 Ton Dual Wheel, Crew Cab Truck with Flatbed Body

(Bidder name)

Submits the following bid for this project:

Quantity – One (1)

Make Model and Year of Truck offered: _____

Make Model and Year of Flatbed offered: _____

Total Price for Truck and Flatbed: \$ _____

Less Trade In: 2008 Chevrolet 5500 \$ _____

Total Net Price with Trade In: \$ _____

Estimated delivery time from date of order _____ days

Include documentation that details the warranty on the truck and body

Authorized signature

Date

THIS FORM MUST BE COMPLETED AND ENCLOSED WITH THE BID

Audit Clause for Contracts

Examination of Records

The Contractor's records must include, but not be limited to, accounting records (hard copy, as well as computer readable data), written policies and procedures, subcontractor files, indirect cost records, overhead allocation records, correspondence, instructions, drawings, receipts, vouchers, memoranda, and any other data relating to this contract shall be open to inspection and subject to audit and/or reproduction by the County Auditor, or a duly authorized representative from the County, at the County's expense. The contractor must preserve all such records for a period of three years, unless permission to destroy them is granted by the County, or for such longer period as may be required by law, after the final payment. Since the Contractor is not subject to the Missouri Sunshine Law (Chapter 610, RSMo), information regarding the Contractor's operations, obtained during audits, will be kept confidential.

The Contractor will require all subcontractors under this contract to comply with the provisions of this article by including the requirements listed above in written contracts with the subcontractors.

Vendor Information

Company Name: _____

Business Address: _____

Business Hours: _____

Phone: _____ Fax: _____

Email address: _____

Contact Person: _____

Authorized Signature: _____
(Indicates acceptance of all bid terms and conditions)

Date: _____

EXHIBIT A

**ST. CHARLES COUNTY
DOMESTIC PRODUCTS PROCUREMENT ACT (BUY AMERICAN)**

The Missouri Domestic Products Procurement Act (34.350-34.359 RSMo) requires that for all bids with a value of \$25,000 or more, the goods or commodities purchased by any public agency (which definition includes all political subdivisions of the State, including counties) or used or supplied in the construction, alteration, repair, or maintenance of any public works must be **manufactured or produced** in the United States. As defined in 34.350 RSMo, United States means the United States of America, the District of Columbia, and all territories and possessions subject to the jurisdiction of the United States. The law also requires that the bidder must provide proof of compliance. **Note: In general, if an import tariff is applied to an item, it does not qualify for the Buy American preference. In addition, Most Favored Nation status does not allow application of the preference.**

Section A – All Products Are Manufactured or Produced In U.S.

If all products bid qualify as domestic products under Missouri law, complete only Section A.

I hereby certify that all products qualify as domestic, that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.

SIGNATURE

COMPANY NAME

If Section A is completed, do not complete Section B.

Section B – Only One Product Line or No Products Are Manufactured or Produced In U.S.

If only one product line or no products are manufactured or produced in the U.S. complete only section B.

I hereby certify that there is only one product line or no product manufactured or produced in the U.S., that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.

SIGNATURE

COMPANY NAME

Section C – Products May Qualify Because of Qualifying Treaty

If some or all products bid qualify for domestic status because of a trade treaty, etc., then the bidder must identify each product, country and qualifying treaty, etc. below. The bidder must list ALL products which are or may qualify as domestic below. If more space is needed, please copy this form and submit as an attachment.

BID ITEM NUMBER(S)	COUNTRY WHERE MANUFACTURED OR PRODUCED	QUALIFYING TREATY, LAW, AGREEMENT, OR REGULATION

SECTION C

I hereby certify that the specific items listed above are domestic, that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.

SIGNATURE

COMPANY NAME