



**INVITATION TO BID NO. 17-600-019**  
**Wise County, Texas**

**BID TITLE:** *Purchase of Police Sedans*

**SEALED BIDS WILL BE RECEIVED UNTIL:** *10:00 a.m. central time, Thursday, May 18, 2017*

**RETURN BIDS TO:**

*Wise County Asset Control Office  
400 W Walnut, Decatur, or  
P.O. Box 952, Decatur, TX 76234*

*All bids must be submitted in a sealed envelope on the enclosed bid form and received on or before the time specified above. The bid envelope must have a return address in the upper left hand corner and the bid name and number in the lower left hand corner.*

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**SCOPE**

Wise County is now accepting formal sealed bids for a contract for the purchase of one or more police sedans.

**SPECIFICATIONS**

It is the intent of these specifications to describe sedans suitable for use by the Sheriff's Department or other departments as needed.

Any catalog, brand name, or manufacturer's reference used in describing an item is merely descriptive and not restrictive unless otherwise noted, and is used only to indicate type and quality of material. Bidders must state exactly what they intend to furnish. If bidder takes no exception to specifications or reference data, he will be required to furnish items as specified in the bid.

The vehicles must be new 2017 or newer.

These specifications are for police package vehicles with the specifications as outlined on the bid forms.

The bidder must respond to each individual item with a "check mark" if the specification is met.

All vehicles must be delivered on or before the delivery date quoted by the bidder. Delivery date must be firm. Option to void contract/bid may be exercised by Wise County should this date not be met. Within 10 days of bid award, successful bidder will supply Wise County Asset Control via electronic transmission, email or fax, a copy of the "DORA" form (Dealer Order Receipt Acknowledgement). Failure of successful bidder to produce these documents will make this bid award subject to cancellation

## **ESTIMATED QUANTITIES**

Wise County may purchase one or more of these vehicles.

The County has included the option to purchase more than one vehicle, but may purchase only one vehicle at a time. Therefore, a date must be included on the bid for the length of time the bid will apply without change.

Wise County will in no way be bound to purchase any predetermined amounts under this contract. All purchases will be based on the county's actual needs.

## **GENERAL CONTRACT TERMS AND CONDITIONS**

The contract price for this service must include all ancillary costs associated with the service.

The bidder reserves the right to charge any price desired as long as it does not exceed the bid price.

All invoices will be paid on a net 30 basis. No late fees or interest charges are to be assessed against the county.

**Invoices must show the address and department where the service was required and the bid number.**

Each department/precinct must be invoiced separately.

Invoices must be sent to:

Wise County Auditor's Office  
P.O. Box 899  
Decatur, TX 76234  
940-627-5744

**A copy of the invoice must be sent to the Wise County Asset Control Office at P.O. Box 952, Decatur, Texas 76234.**

**The bidder must deliver to the County Treasurer's Office, located at 207 N. Church St., Decatur, Texas, in a timely manner, the title or certificate of ownership (also referred to as an MSO), a Form 130-U entitled "Application for Texas Certificate of Title--Seller/Donor/Trader's Affidavit" and an odometer statement.**

The address on all of these forms should be as follows:

***Wise County, Texas***  
P.O. Box 554  
Decatur, Texas 76234

Vehicles must be delivered to Wise County Asset Control 400 W Walnut Decatur, TX unless other location specified at the time of order.

Funds for payment on this contract have been provided through the Wise County budget approved by Commissioners' Court for this fiscal year only. State of Texas statutes prohibit the obligations and expenditure of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that may arise past the end of the current Wise County fiscal year shall be subject to budget approval. The fiscal year for the County extends from October 1<sup>st</sup> of each calendar year to September 30<sup>th</sup> of the next calendar year.

The bidder must provide pricing (unit or lump sum) as requested on the bid form. Prices quoted shall remain firm for the period of the contract and shall include the cost of installation if required in the specifications, shipping, and delivery of item to the designated point unless pickup is required and stated in the bid and shall not include Federal or State of Texas sales, excise and use taxes.

The undersigned affirms they have familiarized themselves with the local conditions under which the work is to be performed and have satisfied themselves of matters that may be incidental to the work before submitting a bid.

Bidders must submit their bids on the attached forms and they must be originally signed.

Bids not submitted on these forms will be summarily disqualified. **NO 3 RING BINDERS.**

**Faxed or emailed bids will not be accepted.**

By submitting and signing the attached bid forms, each bidder is indicating that he has read and understood the instructions, terms, conditions, specifications, and invitation to bid and agrees to comply with and be bound by its precepts. Submission of a bid form shall constitute an offer on such terms that shall remain open and irrevocable until such time as a bid submitted on same has been accepted by the Commissioners' Court of Wise County, Texas. Acceptance of same by the Court shall create a contract between the parties based upon the instructions, terms, conditions, specifications, invitation to bid, and the bid forms. **Award notice will include information on form 1295 disclosure that must be completed and returned prior to any bid award being considered final, contract being signed by Wise County, any Purchase Order being issued by Wise County, or any notice to proceed with work being issued by Wise County. Wise County cannot advise on the form 1295. As this is a new law and form, if you have questions, the Texas Ethics Commission implemented the law and generated the form so we would suggest calling them at 512-463-5800 or <https://www.ethics.state.tx.us>.**

Continuing non-performance of the vendor in terms of specifications shall be basis for termination of the contract by Wise County. Wise County shall not pay for work, equipment, or supplies that are unsatisfactory. Vendors will be given a reasonable opportunity before termination to correct the deficiencies. However, this shall in no way be construed as negating the basis for non-performance termination.

A Conflict of Interest Questionnaire and explanation has been included with this bid packet. If you have any questions about compliance, please consult your own legal counsel. Compliance is the individual responsibility of each individual, business, or agent who is subject to the laws filing requirements. If you are required to file a Conflict of Interest Questionnaire, the original signed questionnaire should be filed with the County Clerk's Office. **DO NOT INCLUDE THIS FORM WITH THE BID PACKET. IT WILL NOT BE FILED BY ASSET CONTROL.**

Wise County Clerk  
P.O. Box 359  
200 N Trinity  
Decatur, TX 76234  
940-627-3351

The bid analysis will include compliance to bid specifications, past performance with vendor, warranty, delivery time, and the overall cost to Wise County. Wise County reserves the right to consider deviations from these specifications. All bids meeting the intent of this invitation to bid will be considered for award. Bidders taking exception to the specifications, or offering substitutions, shall state these exceptions in the section provided or by attachment as part of the bid. The absence of such a list shall indicate that the bidder has not taken exceptions and shall hold the bidder responsible to perform in strict accordance with the specifications of the invitation. Wise County Commissioners' Court reserves the right to accept any and all or none of the exception(s)/substitution(s) deemed to be in the best interest of the County.

Award, if any, will be made to the responsible bidder(s) submitting the lowest and/or best bid price(s) for the item(s) as specified and meeting all the requirements of the invitation to bid. All information required by the bid form must be furnished. To be determined will not be considered an answer. It should be understood by all bidders that Wise County reserves the right to reject bid submissions that do not meet the requirements of the invitation to bid and that do not contain all of the documentation detailed below.

1. Bid form completed in its entirety and originally signed
2. Specifications Checklist
3. Affidavit

Wise County reserves the right to accept and/or reject any and all bids or proposals for any reason whatsoever.

Wise County reserves the right to waive any minor technicalities.

### **ADDITIONAL NOTICE TO BIDDERS**

BY RESOLUTION PASSED ON FEBRUARY 23, 2004, THE WISE COUNTY COMMISSIONERS' COURT RESERVES THE RIGHT TO REFUSE TO CONSIDER ANY BID SUBMITTED BY ANY PERSON OR ENTITY THAT IS CURRENTLY INDEBTED TO WISE COUNTY.

### **APPLICABLE DATES AND TIMES**

The bids will be received in the Wise County Asset Control Office at 400 W Walnut in Decatur, Texas, until 10:00 a.m. central time, Thursday, May 18, 2017.

The Wise County Asset Control Office will date and time receive stamp all bids upon their receipt.

The County assumes no responsibility for the timely delivery of any bid by anyone or any entity.

Those bids that come in after the above mentioned time will be summarily disqualified and will be left unopened unless it is necessary to open the bid envelope to return a bid bond or check.

No modifications may be made to bids after the time set for the bid opening. Bids may be withdrawn up to, but not after, the time set for bid opening.

The bids will be opened and publicly read in the County Asset Control Office at 10:00 a.m. central time, Thursday, May 18, 2017.

Bids will be considered for award in Wise County Commissioners' Court at the next regularly scheduled Commissioners' Court at the location posted on the agenda. All bidders are encouraged to be present at the bid opening and the bid awarding to defend and answer questions about their bid.

If due to inclement weather or any reason beyond our control the Asset Control Office is closed on the scheduled bid opening date or time, the bid opening date and time will be the same time on the first day the office is reopened for business. Should this be after the original Commissioners' Court date set for award, the award will be considered in the next scheduled Commissioners' Court after the opening.

Any explanation desired by a bidder regarding the meaning or interpretation of the invitation for bids, drawings, specifications, etc., must be requested in writing and with sufficient time allowed for a reply to reach bidders before the submission of their bids. Any interpretation made will be in the form of an addendum of the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective bidders. Receipt of all addenda must be acknowledged by the bidder by signing and returning the addenda with the bid. All addenda will be bound with and made a part of the contract documents. Oral explanations or instructions given before the award of the contract will not be binding. Written requests shall be emailed to: Diana Alexander at [Diana.alexander@co.wise.tx.us](mailto:Diana.alexander@co.wise.tx.us).

## **TITLE**

The bid must be submitted in a sealed envelope with the following written on the outside lower left-hand corner of the envelope

**“PURCHASE OF POLICE SEDANS, BID NO. 17-600-019”**

The bid envelope must also have the bidder's complete return address in the upper left-hand corner of the outside of the envelope.

WISE COUNTY, TEXAS  
PURCHASE OF POLICE SEDANS  
BID NO. 17-600-019

Bidder's Name: Caldwell Country Chevrolet  
Address: PO BOX 27, Caldwell, TX 77036  
Mailing Address: PO BOX 27  
City/State/Zip: Caldwell, TX 77036  
Phone Number: ( ) 979-567-6116 Fax Number: ( ) 979-567-0853  
Person to Contact: AVENT KNAPP  
Email: AKNAPP@CALDWELLCOUNTRY.COM

Base Purchase Price: \$ 26,575 Each  
Year/Make/Model 2017 Chevrolet Caprice PPV 1EM19  
Guaranteed delivery date: 90 days - 120 days  
Time Price Guaranteed: 4 (months)


Should other Governmental Entities located within Wise County decide to participate in this contract, would you, the Vendor, agree that all terms, conditions, specifications, and pricing would apply?

Yes  No

If you, the Bidder, checked yes, the following will apply:

"Governmental Entity's located within Wise County utilizing Inter-Governmental Contracts with Wise County will be eligible, but not obligated, to purchase materials/services under the contract(s) awarded as a result of this solicitation. All purchases by Governmental Entity's other than Wise County will be billed directly to that Governmental Entity and paid by that Governmental Entity. Wise County will not be responsible for another Governmental Entity's debts. Each Governmental Entity will order their own material/services as needed. The Vendor agrees that all terms, conditions, specifications, and pricing would apply."

**Purchase Price must include any and all charges. Any extraneous fees or charges that will or may be invoiced to the County must be disclosed on this form. This includes, but is not limited to freight, fuel or travel surcharges, overtime rate, etc.**

Signature:   
Typed Name and Title: AVENT KNAPP Fleet Director  
Date: 5/15/2017

## BID CHECKLIST POLICE SEDANS

### Minimum Specifications:

- 2017 or newer new vehicle**
- Engine:** Minimum 3.5 Liter, V-6 (350-hp) gas engine with dual exhaust
- Describe: 3.5L V6
- Suspension:** Police pursuit-rated heavy duty front and rear springs, extra control hydraulic shock absorbers, heavy duty front and rear stabilizer bars
- Engine Cooling Package:** Manufacturer's heavy duty, maximum capacity available; must incorporate coolant recovery system
- Automatic Transmission:** Four-speed, heavy-duty type with internal and external transmission oil cooler and low gear lockout
- Rear wheel drive or All wheel drive (Please specify by circling one)**
- Dimensions:** wheelbase: min 110", length: overall min 190", width: overall min 75"
- Brakes:** Front and rear disc brakes; must be designed for maximum cooling
- Power Steering:** Manufacturer's standard with oil cooler
- Battery:** 12-volt, maintenance free heavy duty
- Alternator:** 12-volt, 170-amp output capacity with transistorized voltage regulator
- Speedometer:** Certified, calibrated to within +/- two miles per hour accuracy with a range of zero to 160 miles per hour
- Wheels/Wheel Covers/Hubcaps:** Five 16 X 7 heavy-duty safety rims with center cap covers that snap on lug nuts, (Plastic wheel covers/hub caps are not acceptable.) Needs to be min 18".
- Tires:** Five tires, all season black sidewall, all-season speed rated, (Must be full size spare tire. Space-saver spare tire is not acceptable.)
- Tilt Steering Wheel**
- Factory Air Conditioner**
- Air Bag (Driver and Passenger Side)**
- Cruise Control**
- Rear Window Electric Defroster**
- Body Side Molding:** Front door moldings must be delivered unmounted in the trunk
- Dual Beam Map Light**
- Rear back-up camera**
- Factory Bluetooth Phone Interface**

- ✓  **Daytime Running Lights Delete**
- ✓  **Inoperative courtesy lamp switches:** Disconnected at all four doors so as to not operate when doors are opened, dome lamp controlled by headlamp switch or switch on reading lamp
- ✓  **Power Door Locks Controlled from Front Only**
- ✓  **Remote Electric Deck Lid Release**
- ✓  **Lamps:** Glove box, ashtray, luggage compartment, and engine compartment
- ✓  **Mirrors: Inside:** Adjustable day/night **Outside:** Left and right side exterior, appx size 5"x3"
- ✓  **Tinted Glass:** Windshield and all windows
- ✓  **Windshield Wipers:** Dual heavy-duty electric interval speed with intermittent pulse
- ✓  **Gauge Package:** Voltmeter, oil pressure gauge, and water temperature gauge
- ✓  **Police Bonding Strap Radio Interference Suppression Package:** Maximum configuration available on hood, engine, exhaust system, trunk lid, and chassis
- ✓  **ETR AM/FM Radio**
- ✓  **Digital Clock**
- ✓  **Power Windows:** Driver lock capability
- ✓  **Trunk insert** (if Crown Victoria is bid)
- ✓  **Antifreeze Protection**
- ✓  **State of Texas Motor Vehicle Inspection Certification:**
- ✓  **Full Factory Warranty**
- ✓  **Paint Color:** One-tone factory black paint
- ✓  **Seat:** Cloth front buckets/vinyl rear
- ✓  **Seat:** Six-way power (driver side)
- ✓  **Spotlight:** Pillar-mounted, driver side, not attached to door
- ✓  **Keyless Entry**
- ✓  **Inoperative courtesy lamp switches:** Disconnected at all four doors so as to not operate when doors are opened, dome lamp controlled by headlamp switch or switch on reading lamp
- ✓  **Floor Covering:** hard surface, no carpet
- ✓  **Hands Free Factory Phone Kit**
- ✓  **Factory Bluetooth Phone Interface**
- ✓  **Full tank of gas**



**Bid: Purchase of Police Sedans, 17-600-019**

STATE OF TEXAS (

COUNTY OF WISE (

**AFFIDAVIT**

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared AVERYT KNAPP known to me to be the person whose name is subscribed to the following, who, after having first duly sworn, upon oath, did depose and say:

That the foregoing bid submitted by Caldwell County Chevrolet hereinafter called "Bidder" is the duly authorized agent of said company and that the person signing said bid has been duly authorized to execute the same. Bidder affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other Bidder. The contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

I am the affiant in the above-mentioned bid. I have personal knowledge of the facts contained in the foregoing statement and they are true and correct to the best of my knowledge and belief.

**FURTHER AFFIANT SAYETH NAUGHT.**

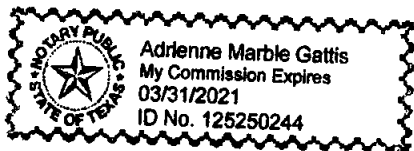
**Name and Address of Bidder:**

Bidder: Caldwell County Chevrolet

Signed by: AVERYT KNAPP

Address: PO Box 27 Caldwell, TX 77036

Telephone: 979-567-6116 Date: 5/15/2017



A Knapp  
Affiant

Name: AVERYT KNAPP

Title: Fleet Director

SWORN TO AND SUBSCRIBED BEFORE ME THIS 15 day of MAY, 2017.

Adrienne Marble Gattis  
Notary Public in and for the State of Texas

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:  
2017-215397

Date Filed:  
05/30/2017

Date Acknowledged:  
5-30-17

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.  
Caldwell Country Chevrolet  
Caldwell, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.  
Wise County

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.  
Bid No. 17-600-019  
Police Sedan

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary
Knapp, Averyt	Caldwell, TX United States		X
Hildebrand, Jon	Caldwell, TX United States		X
Way, Stephen	Caldwell, TX United States	X	

5 Check only if there is NO interested Party.

### 6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



*[Signature]*  
Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn and subscribed before me, by the said Averyt Knapp, this the 30 day of May, 2017, to certify which, witness my hand and seal of office.

*[Signature]* Adrienne Marble Galtis Notary  
Signature of officer administering oath Printed name of officer administering oath Title of officer administering oath