



## City of Auburn

Home of Auburn University

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October 13, 2023

### INVITATION TO BID

Please note, the City of Auburn is updating its online bid notification system to better communicate with those interested in bidding on City Projects. To receive notifications bidders need to register in the City's [Vendor Self Service \(VSS\) System](#).

Those already registered in VSS will need to add their NIGP commodity codes. Previously entered codes were removed from all vendor records in VSS during the system update. Please note, NIGP commodity codes are required for vendors to receive bid notifications.

Sealed bids will be received by the City of Auburn, Alabama, until 10:00 a.m., local time, on **Monday, October 30, 2023**, in the Finance Conference Room, 144 Tichenor Avenue, Auburn, Alabama, and then publicly opened and read for furnishing the following:

#### **2024 Half Ton 4X4 Crew Cab Pickup with Short Bed**

Bid specifications are attached. The City is requiring bid prices on one (1) 2024 Half Ton 4X4 Crew Cab Pickup with Short Bed. Please direct questions regarding bid specifications in writing to Kevin Callahan at [kcallahan@auburnalabama.org](mailto:kcallahan@auburnalabama.org) or 334.501.3097.

Bidders shall submit one (1) original and two (2) copies of the bid proposal. Bids must be submitted on the attached form within a sealed envelope addressed:

Purchasing Officer, City of Auburn  
144 Tichenor Avenue, Suite 5  
Auburn, AL 368301

Envelope must be plainly marked on the outside as follows:

<b>BID:</b>	2024 Half Ton 4X4 Crew Cab Pickup with Short Bed
<b>OPENING:</b>	10:00 a.m. local time
<b>DATE:</b>	<b>Monday, October 30, 2023</b>

The city reserves the right to select the lowest responsible bidder as the best interest of the city may require, to award the purchase contract from any of the bids, to reject any or all bids, and

to waive any informalities in bids received. Bid will be good for ninety (90) days after being opened by the City of Auburn, Alabama.

All bidders are required to be compliant with the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, No. 2011-535 Code of Alabama (1975) § 31-13-9 as amended May 16, 2012 regarding employment practices. For all bidders that employ persons in the State of Alabama, documentation of enrollment in E-Verify should be included with the bid and will be required as a condition for the award of any contract. All bidders are advised that the award of the contract is conditioned on the bidder not knowingly employing, hiring for employment or continuing to employ an unauthorized alien within the State of Alabama. The awarded contract will contain a provision whereby the bidder pledges not to violate federal immigration law.

Legislative Act 2016-312 (the "Act") prohibits the City from entering into contracts with any business entity that is actively engaged in or plans to engage in the boycott of a person or an entity based in or doing business with a jurisdiction with which the State can enjoy open trade; unless such business entity provides the goods or services for at least 20 percent (20%) less than the lowest business entity in compliance with the Act. All bidders understand and agree that in the awarded contract, the lowest responsive bidder must either certify that it is in compliance with the Act and agree that it will not violate the act during the term of the contract; or agree to offer the goods or services for at least 20 percent (20%) less than the lowest business entity certifying compliance with the Act.

The successful bidder is responsible for acquiring the appropriate business licenses and permits to conduct work with the City of Auburn. In addition to the business license and permit requirements, the bidder is required to remit all applicable sales and use tax, occupational license fees, and contractors/subcontractors license fee in accordance with City ordinances and codes. For business license and tax questions, contact the Revenue Office at 334.501.7239.

The successful bidder shall provide certificates of insurance showing that it carries, or has in force, automobile liability insurance, general liability insurance, umbrella liability insurance, and workers' compensation insurance. Limits of liability for automobile liability insurance shall be, at a minimum, \$1,000,000.00 combined single limit. Limits of liability for general liability insurance shall be, at a minimum, \$1,000,000.00 per occurrence, \$1,000,000.00 personal and advertising injury, \$1,000,000.00 general aggregate, and \$1,000,000.00 products completed operations aggregate. Limits of liability for umbrella liability insurance shall be, at a minimum, \$5,000,000.00 per occurrence or claim and \$5,000,000.00 aggregate. If any liability insurance is written on a claims-made basis, coverage will be maintained in effect for two (2) years following the completion of the work specified in Invitation to Bid at the limits specified in this paragraph. Workers' compensation insurance shall provide statutory workers' compensation coverage and employers' liability limits of, at a minimum, \$500,000.00 each accident, \$500,000.00 disease – each employee, \$500,000.00 disease – policy limit. The successful bidder is responsible for the

payment of any deductibles or self-insured retentions. The successful bidder's insurance is primary. If the successful bidder carries higher coverage limits than those specified above, the higher coverage limits will apply.

The certificate of insurance shall provide the City of Auburn with thirty (30) days written notice of cancellation of any of the coverages named in the certificate.

The City of Auburn will be named as additional insured under the successful bidder's automobile liability insurance, general liability insurance, and umbrella liability insurance policies.

Subcontractors will carry limits of insurance equal to or greater than those carried by the successful bidder. The subcontractor's certificates of insurance shall evidence waivers of subrogation in favor of the successful bidder and the City of Auburn and shall be made available to the City of Auburn upon request.

The successful bidder agrees to indemnify, hold harmless, and defend the City of Auburn, its officials, representatives, agents, servants, and employees from and against any and all claims, actions, lawsuits, damages, judgments, liability and expense, including attorney's fees and litigation expenses, in whole or in part arising out of, connected with, or in any way associated with the activities of the successful bidder, its employees, or its subcontractors in connection with the work to be performed under the agreement. This obligation survives the payment of any loss by the successful bidder's insurer.

Legal action arising from the performance of the agreement will be filed in the Circuit Court of Lee County, Alabama located in Opelika, Alabama or the Federal District Court for the Middle District of Alabama – Eastern Division located in Opelika, Alabama.

The agreement will be interpreted according to the laws of the State of Alabama.

The successful bidder will note that the City pays by invoice on each Friday of the month. Invoices must be received by accounts payable at least seven working days before the scheduled check date. If you have any questions concerning billing, contact our accounts payable office at 334.501.7237.

Questions concerning insurance coverage may be directed to the Risk Manager, McCarthy Autry at 334.501.7247

City of Auburn, AL  
Dawson Newman  
Purchasing Officer

## 2024 Half Ton 4X4 Crew Cab Pickup with Short Bed Bid Specifications

It is the intent of these specifications to describe a 2024 Half Ton 4x4 Crew Cab Pickup with Short Bed. These specifications describe and state minimum requirements of this vehicle. Bids submitted on vehicles not meeting these minimum requirements will be subject to rejection.

All bidders must fill in all blanks: **YES** if meeting or exceeding specifications and **NO** if exceptions are taken. Any exceptions taken must be explained in written detail on bidder's letterhead and attached to the bid submitted. Bidder must attach a copy of specifications and factory warranty for 2024 Half Ton 4x4 Crew Cab Pickup with Short Bed.

	<b><u>YES</u></b>	<b><u>NO</u></b>	<b><u>OFFERED</u></b>
<b>I. GENERAL SPECIFICATIONS</b>			
<b>A. Exterior</b>			
1. 145-Inch wheelbase	_____	_____	_____
2. Wheels, silver steel	_____	_____	_____
3. Tow package to include electronic brake controller	_____	_____	_____
4. Four (4) full-sized passenger doors			
5. Power adjustable, manual foldable side-view mirrors	_____	_____	_____
6. Platform style running boards	_____	_____	_____
7. Paint color – White	_____	_____	_____
8. Full-size spare, stored underbody	_____	_____	_____
9. Extended range 36-gallon fuel tank	_____	_____	_____
10. Skid plates	_____	_____	_____
11. Daytime running lights	_____	_____	_____
<b>B. Interior</b>			
1. 40-20-40 Front seat	_____	_____	_____
2. 60-40 Rear seat	_____	_____	_____
3. Vinyl seating, front and rear	_____	_____	_____
4. Rubber flooring	_____	_____	_____
5. Power windows, locks, keyless entry with four (4) key/fob sets	_____	_____	_____
6. Intermittent windshield wipers	_____	_____	_____
7. Parking assistance and lane departure warning system	_____	_____	_____
8. AM/FM stereo with hands-free, voice-	_____	_____	_____

activated Bluetooth phone connection

9. Front and rear floor liners

10. Factory installed air conditioning

11. Back-up camera

12. Cruise control and tilt steering wheel

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**C. Mechanical**

1. Minimum 5.0L V-8 gasoline engine

2. 4-Wheel drive, operator controlled, with  
automatic locking hubs

3. 4-Wheel disc brakes with Anti-lock system

4. Automatic transmission

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**I. OTHER GENERAL SPECIFICATIONS**

A. Standard equipment not mentioned is to be included.

B. Successful bidder must be capable of performing own warranty work in his  
maintenance department.

C. Vehicle other than new, unless specified, will not meet specifications.

**I. DELIVERY**

A. Unit(s) to be delivered to the following address:

356 North Donahue Drive  
Auburn, Alabama 36832

B. Bid price will F.O.B. Auburn and includes title application.

C. The city must be sent a copy of the confirmation order within 24 hours after receipt of  
order.

**CITY OF AUBURN  
BID PROPOSAL**

TO: City of Auburn

We, the undersigned, propose to furnish the items listed below and guarantee that if we are  
awarded the bid, we will finish these goods in accordance with the attached specifications. **THIS  
FORM MAY BE COPIED IF YOU WISH TO BID ALTERNATIVE MODEL EQUIPMENT.**

**YOU MUST SPECIFY THE EXACT MODEL BEING BID**

(Enclose brochures/description documents if needed)

MAKE BID:

\_\_\_\_\_

MODEL BID:

\_\_\_\_\_

TOTAL BID: \_\_\_\_\_

ESTIMATED DELIVERY DATE: \_\_\_\_\_

\*DELIVERY DATE IS AN IMPORTANT CONSIDERATION

Exceptions: \_\_\_\_\_

\_\_\_\_\_

BID PRICE IS GUARANTEED FOR NINETY (90) DAYS AFTER BEING OPENED BY THE CITY OF AUBURN

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Printed Name of Signee

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone/Fax No.