



## Sanilac County Request for Proposal

RFP Description: 4qty: 2020 Ford Utility Police Interceptors

Department: Sanilac County Sheriff's Office - Uniform Services Division

Bid acceptance will begin Date: 12/20/2019 Time: N/A  
**BIDS will END** Date: 12/30/2019 Time: 9:00am

Date bids will be opened and/or reviewed Date: Before 01/06/2020 Time: 9:00am  
Location where bids opened/reviewed: Sanilac County Sheriff's Office  
65 N. Elk Street Sandusky, MI 48471

Pre-Bid Information Review or Visit (if included in RFP) Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Location: \_\_\_\_\_

**Delivery Method to Submit Bids:** By Mail, Fed Ex, or UPS

**Bids Submitted to:**

Office Location: Sanilac County Sheriff's Office  
Mailing Address and the Attention Information:  
65 N. Elk Street  
Sandusky, MI 48471  
\_\_\_\_\_  
\_\_\_\_\_

Email Address (ONLY USE if bid Delivery Method allow Email Submission): \_\_\_\_\_

Fax Number (ONLY USE if bid Delivery Method allow Fax Submission): \_\_\_\_\_

**Additional RFP Information and Questions:**

Primary Contact: Lt. Nathan Smith  
Email: nsmith@sanilacounty.net Phone: 810-648-5631

Secondary Contact: Undersheriff Brad Roff  
Email: broff@sanilacounty.net Phone: 810-648-8355

Office Address: 65 N. Elk Street Sandusky, MI 48471

**RFP ADDITIONAL REQUIREMENTS, NOTES or INSTRUCTIONS:**

**\*\*Please see Attached Request for Proposals Packet which outlines the process and deadline requirements.**



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**SANILAC COUNTY SHERIFF'S OFFICE**

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**UNIFORM SERVICES DIVISION**

65 N. Elk Street Sandusky, Michigan 48471

Office: (810) 648-2000 Fax: (810) 648-5162

Sanilac County is an equal opportunity provider and employer

## REQUEST FOR PROPOSALS FOR FOUR (4) 2020 FORD UTILITY POLICE INTERCEPTOR(S)

Date RFP Released: Friday, December 20, 2019

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Contact Person: Lt. Nathan Smith

Phone: (810) 648-5631

Email: [nsmith@sanilaccounty.net](mailto:nsmith@sanilaccounty.net)

## I. INTRODUCTION:

The Sanilac County Sheriff's Office is seeking proposals for the purchase of four (4) 2020 Ford Utility Police Interceptors (Utility All Wheel Drive 3.0L V6 Eco Boost, 148 MPH, 99C/44U K8A/500A), with the below listed Optional Features (listed in Product Requested), and invites individuals (Offerors) to submit proposals in accordance with the outlines and specifications contained in this request for proposals (RFP). This RFP contains specific requests for information. In responding to this RFP, Offerors are encouraged to provide any additional information they believe is relevant. The Sanilac County Sheriff's Office shall evaluate the proposals and may request additional information to include interviewing the Offerors to determine their ability to provide the requested items sought to be purchased.

## II. SEQUENCE OF EVENTS:

Event	Date
a) Release of RFP	Friday, December 20, 2019
b) Submission of Proposals Due	Monday, December 30, 2019 by 9:00AM
c) Evaluation of Proposals and Selection	By Monday, January 6, 2020

The selection date is subject to extension at the discretion of the Sanilac County Sheriff's Office. The purchase date is tentative; it is dependent on the selection date and approval from the Sheriff and County Board of Commissioners.

The events identified in the schedule above are briefly described below:

- a.) Release of RFP. This RFP will be placed on the Counties website at [www.sanilaccounty.net](http://www.sanilaccounty.net), and prospective Offerors may direct questions about the RFP to Lt. Nathan Smith, Uniform Services Division - Sanilac County Sheriff's Office 65 N. Elk Street Sandusky, MI 48471; 810-648-56310; [nsmith@sanilaccounty.net](mailto:nsmith@sanilaccounty.net).
- b.) Submission of Proposals Due. Two (2) copies of the proposal and supporting documents shall be submitted to the Sanilac County Sheriff's Office. Proposals must be in the format specified in ITEM 5 below and must be signed by the Offeror.

The deadline for receipt of proposals by the Sanilac County Sheriff's Office is 9:00am EST, Monday, December 30, 2019. Proposals will be date stamped and the time received documented on the proposal envelope upon receipt.

All proposals shall be submitted in sealed envelopes marked "Proposal for Uniform Services Police Interceptors"

***All proposals must be addressed to:***

Lt. Nathan Smith  
Sanilac County Sheriff's Office  
65 N. Elk Street  
Sandusky, Michigan 48471

### **SEALED PROPOSAL**

A proposal may be modified by an Offeror prior to the deadline for submission of proposals by delivery of a written modification to the above address. The sealed envelope shall be marked "Modification to Proposal for Uniform Services Police Interceptors".

A proposal may be withdrawn prior to the deadline for submission of proposals by delivering written, telephone or email notice to the person listed above.

Any proposal or modification received after the deadline for submission for proposals will be considered late. Unless a late proposal is the only one received, no late proposal or late modification will be considered unless it would have been timely but for the action or inaction of the Sanilac County Sheriff's Office. Time limits will not otherwise be waived.

Proposals will not be opened publicly but will be opened in the presence of witnesses. Neither the register of proposals nor the proposals themselves will be open to public inspection until after the award of the purchase contract. Offerors may request in writing nondisclosure of confidential data. Such data shall accompany the proposal and shall be readily separable from the proposal in order to facilitate eventual public inspection of all proposals.

- c.) Evaluation of Proposals. Proposals will be evaluated by the Sanilac County Sheriff's Office using the criteria listed in ITEM 7 below. During the evaluation process, the Sanilac County Sheriff's Office may seek clarification from Offerors, but SHALL NOT negotiate with Offerors.
- d.) Selection of Offeror. The individual proposal selected and those individual proposals not selected will be notified in writing by the Sanilac County Sheriff's Office. Selection DOES NOT constitute an obligation to purchase from the successful Offeror.

### **III. AMENDMENTS TO REQUEST FOR PROPOSALS:**

If there are any amendments to this RFP, they shall be in writing and shall be mailed to all individuals who received the RFP. Amendments shall be distributed with sufficient time to allow Offerors to consider the amendments in preparing their proposals. If necessary, the deadline for submission of proposals shall be extended by the amendment.

The written acknowledgment form mailed with the amendment shall be completed by the Offeror and submitted with the proposal as evidence of receipt of the amendment.

### **IV. CANCELLATION OF REQUEST FOR PROPOSALS; REJECTION OF PROPOSALS:**

The Sanilac County Sheriff's Office reserves the right to cancel this RFP at any time and for any reason.

Any and all proposals may be rejected in whole or in part when it is in the interest of the Sanilac County Sheriff's Office to do so. The Sanilac County Sheriff's Office shall not be responsible for the payment of any costs incurred by the Offeror in the preparation or submission of a proposal.

The issuance of this RFP, the receipt of proposals or the selection of an individual in no manner obligates the Sanilac County Sheriff's Office to the eventual purchase of services and products. This process is solely at the discretion of the Sanilac County Sheriff's Office and may be terminated without penalty or obligation at any time prior to the signing of a written contract or purchase agreement.

## V. PROPOSAL FORMAT:

Offerors shall include the following information in their proposals:

- a.) Letter of Transmittal. Include at least the following information:
  1. The name, address and telephone number of the Offeror;
  2. The name and telephone number of the primary contact for the Offeror;
  3. The signature of the Offeror;
  4. The date of the proposal
  5. A statement that the Offeror; if awarded the Contract or Purchase Agreement, will comply with the terms and conditions set forth in this RFP; and
  6. A statement that the Offeror's proposal is valid for thirty (30) days after the deadline for submission of proposals.
- b.) Description of Product. Provide a description of the product being provided to include make/model and number of items being provided.
- c.) Estimated Delivery. Provide estimated date of delivery for the products.

## VI. PRODUCT REQUESTED:

Four (4) quantity: 2020 Ford Utility Police Interceptors (Utility All Wheel Drive 3.0L V6 Eco Boost, 148 MPH, 99C/44U K8A/500A), with the below listed Optional Features:

### Requested Optional Features:

- |  |           |
|--|-----------|
| • <u>Vehicle Color</u> : Oxford White Clear coat   | Code: YZ  |
| • Dark Car Feature:                                | Code: 43D |
| • Dome Lamp – Red/White in Cargo Area:             | Code: 17T |
| • Spot Lamp – Dual LED:                            | Code: 51V |
| • Badge Delete:                                    | Code: 16D |
| • Noise Suppression Bonds:                         | Code: 60R |
| • Rear View Camera:                                | Code: 87R |
| • Global Lock/Unlock Feature:                      | Code: 18D |
| • Lock System: Single Key/All Vehicles Keyed Alike | Code: 59B |
| • Remote Keyless Entry w/4 Key Fobs                | Code: 55F |

## VII. EVALUATION CRITERIA:

All proposals will be evaluated and rated in accordance with the following criteria and the indicated weighting of criteria:

1.) Cost	80
2.) References and Recommendations	20
<b>TOTAL</b>	<b>100</b>