

PROPOSAL REQUEST

3. In addition, for all vendors with annual purchases in excess of \$50,000 (if a business license is required), a business license must be on file in the finance department, or the requisitioner must submit a copy with the purchase order requisition form or the payment requisition form, as applicable.

II. Responses

- x Proposal must include point

VI. Insurance Requirements and Liability

Each bidder or respondent to the RFP who may have employees, contractors, or agents working on Sunken County properties shall provide copies of current certificates for general professional liability insurance and for workers' compensation of a minimum \$250,000. The owner or principal of each respondent must also be insured by workers' compensation if they perform any of the services on School System properties. There will be no exceptions to the insurance requirement.

VII. Payment Terms

Payment terms shall be specified in the bid response, including any discounts for early payment. All payments, unless agreed upon differently, will be after receipt of service or product and } } o ^ Ç a s p r o v i d e d of conformance with specifications.

VIII. Deadline

Sealed proposals will be accepted until Tuesday June, 2016 @ 100 p.m. local time Proposals received after

XII. Procedures for Evaluating Proposals and Awarding Contract

In comparing the responses to this RFP and making award, Sumner County may consider such factors as quality and thoroughness of a proposal, the record of experience, the references of the respondents, and the integrity, performance, and assurances in the proposal in addition to that of the proposal price.

- x Proposals will be examined for compliance with all requirements set forth herein.
- x Proposals that do not comply shall be rejected without further evaluation.
- x Proposals will be subjected to technical analysis and evaluation.
- x Oral presentations and written questions for further clarifications may be required of some or all vendors.

XIII. Discussions

Discussions may be conducted with the vendors which have submitted proposals determined to be reasonably likely of being considered for selection to assure a full understanding of and responsiveness to the RFP requirements. Every effort shall be afforded to assure fair and equal treatment with respect to the opportunity for discussion and/or revision of their respective proposals. Revisions may be permitted after the submission and prior to the award for the purpose of obtaining the best offers.

XIV. Open Records

After the bid is awarded, all proposals will be subject to the Tennessee Open Records Act, and the proposals will be available to the public upon written request.

Summary information on bids submitted will be posted on the School System website at <http://www.sumnerschools.org> County Website www.sumnertn.org under the Bids link.

XV. Assignment

Neither the vendor nor School System may assign this agreement without prior written consent of the other party.

XVI. Liabilities

The vendor shall indemnify Sumner County against liability for any suits, actions, or claims of any character arising from or relating to the performance under this contract by the vendor or its subcontractors.

Sumner County has no obligation for the payment of any judgment or the settlement of any claim made against the vendor or its subcontractors as a result of obligations under this contract.

XVII. Tax Status

Sumner County Government is tax exempt.

XVIII. Invoicing

Invoices are to be submitted to:

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Shop Inventory

<u>Oil</u>		<u>Price</u>
75150 - 5w20	Fords	
75050 - 5w30	Impalas	
75520-5w30 sy	Car 83 & 2015 F150	
112630	20w50 V-Twin for HD	
9832	Power Steering Fluid	
75-200	Trans. Fluid	

<u>Oil filters</u>		
27502MP	Expl/Esc	
21372MP	Crown Vics	
21516MP	Dodge Trucks	
21522MP	Impalas	
27060MP	ChevTrk & 83	
7348	H-D	

<u>Air Filters</u>		
2725	Dodge Trucks	
26935/6935	Explorer	
22484	Explorer(older)	
22793	Escape	
26814	Crown Vics	
29115	Impalas	

<u>Bulbs</u>		
194		
912		
3057		
3156		
3157		
4057		
4157		
9005L	Explorers	
9006		
9007		
9008	Escapes	
194NA		
3157NA		
BP1255/H11	Impala Low	
BP1255/H3	Spotlights	
BP1265H9	Impala High	

<u>Batteries</u>	75 month warranty/Free 18 month	
7565	Explorer	
7590	Escape	
7534	Impala	

Shop Inventory

Washer Fluid

PLUS 32 Summer Formula
MINUS 20 Winter Formula

Wipers

	Beam Style
50792771	20" - Driv Esc/F150
50792791	22" - C/V-Impalas-Exp Pass
50792801	24" - Dodge Truck
50792811	26" - Dr side Explorer
60012E	Escape Rear
WW-1106	Explorer Rear

Anti-Freeze

1 EXT Yellow Universal

Shop Inventory

<u>Misc.</u>		
35352	Chv Exh Rings	
G10464	Car Wash (Meguires)	
809-5242	Car Brush	
760-1162	Bug Zapper	
T470R	Spray Wax	
5125	Hand Cleaner (fast Orange or comperable)	
MM03	Oil Chg Stkrs	
800002220	Tire Wet (tire dressing)	
ADA112	Chevy Blend Door Actuator	
LS2355	Imapala Low Beam Headlight connector	
LS6494	Explorer Headlight Connector	

ATTACHMENT

DRUGFREE WORKPLACE

The Sumner County Government is committed to maintaining a safe and productive work environment for its employees and to providing high quality service to its citizens. The goal of this policy is for Sumner County employees and contractors to remain, or become and remain, ~~drug~~

DRUGFREE WORKPLACE AFFIDAVIT (Page 2)

STATE OF _____

COUNTY OF _____

The undersigned, principal officer of _____, an employer of five (5) or more employees contracting with Sumner County Government to provide goods or services, hereby states under oath as follows:

1. The undersigned is a principal officer of _____ (hereinafter referred to as _____)

ATTACHMENT 3

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in transactions under federal procurement programs by any federal department or agency;
2. Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the bid, been convicted or had judgment rendered against it
 - A. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract or trade such a public transaction;
 - B. For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging;
 - C.

~~ATTACHMENT~~

CERTIFICATION BY CONTRACTOR

I, the undersigned, certify that on behalf of Contractor, I am authorized to attest and obligate the above certification and to legally bind Contractor to these terms, conditions and obligations.

_____ Title

_____ Name

_____ Date

_____ Witness