

BID2019-07 Alabama Science in Motion Box Truck, Body, and Van

Release Date: December 7, 2018

Close Date/Time: January 16, 2019 by 2:00 PM CST

INVITATION FOR BIDS:

Sealed Proposals for vehicles supporting any University within the state of Alabama managing an AMSTI/ASIM program as described herein will be received at the Purchasing Department, Bibb Graves Hall, Room 126, University of North Alabama, Florence, Alabama, until 2:00 p.m. local time on January 16, 2019.

It is understood that the owner may accept any or all items at the prices listed in this proposal within the noted timeframes on the specification page. Time is of the essence to this bid and if delivery is not made within the time specified, the University reserves the right to cancel any order placed as a result of this bid. This bid may be withdrawn at any time prior to the scheduled time for the opening of bids, or any authorized postponement thereof.

DIRECTIONS FOR MAILING BIDS:

Do not place more than one bid in an envelope. Envelopes containing more than one bid may not be opened in time for a bid to be considered.

Envelopes containing bids must be sealed, marked and addressed as follows:

ADDRESSED TO:	(If via any postal service University of North Alabama Purchasing Department - Bid 2019-07 UNA M/S 5025 One Harrison Plaza Florence, AL 35632-0001	(If hand carry) University of North Alabama Purchasing Department - Bid 2019-07 Bibb Graves Hall, Room 126 One Harrison Plaza Florence, AL 35632-0001
BID FOR:	Vehicles AMSTI/ASIM Bid No. 2019-07	

CAUTION – The above mailing address line, UNA Box 5025, is the address for the University of North Alabama Central Mail Room and is not part of the physical address for the University of North Alabama Purchasing Department. Envelopes or packages addressed to this box number may not be received in the Purchasing Department by the specified bid due date and time. It is the bidder's responsibility to ensure that the bid is received in the Purchasing Department by the date and time specified; no assumptions should be made in regard to an extension due to unforeseen circumstances of any kind, no due date or time will change without advance written notice from the Procurement Office.

Bidders are strongly cautioned to mail or ship bids to allow ample time for receipt in the Purchasing Department, not the Central Mail Room nor Central Receiving. Overnight or next day delivery services may not be adequate. Since bids must be received in a sealed envelope, faxed or emailed bid copies cannot be accepted.

Bids received in the Purchasing Department after the specified date and time set forth above will not be considered

Bids will be opened in Bibb Graves Hall, Room 126 at 2:00 p.m. local time on January 16, 2019.

INSTRUCTIONS TO BIDDERS

1. All bidders are to submit bids on proposal forms furnished by the Assistant Vice President of Business Services, University of North Alabama (forms enclosed). All bid forms are to be signed in all designated spaces by an authorized officer or employee of the bidder. Telephone bids will not be accepted. Bids submitted by "fax" machine will not be accepted. All bids are to be mailed or delivered in a sealed envelope.
2. All bidders shall base their proposals on the exact schedule of equipment, material or service specifications herein.
3. Pictures, descriptions, and specifications should accompany all bids when required or desirable.
4. Reference to manufacturers, suppliers, catalog numbers, etc., is intended to set quality standards and does not preclude bids from others as long as quality standards are met. Offers of equal items shall state the brand and number or level of quality. Alternates will not be considered unless they conform to the specifications.
5. All bidders are required to submit unit prices and extended prices, where applicable, for each item bid. Where the unit price and the extended total price do not agree, the unit price shall prevail.
6. The Owner reserves the right to accept any or all items on any bidder's proposal at the unit price submitted. The Owner reserves the right to reject any and all bids and to waive informalities.
7. All prices submitted on the proposal are to be delivered prices to the University of North Alabama and shall not include any state or local sales tax.
8. Bidders should sign & return all pages of the complete bid to imply complete understanding and compliance with all bid requirements.
9. All questions should be directed to the Purchasing Office, University of North Alabama, UNA Box 5025, Florence, AL 35632-0001, phone 256/765-4206.
10. Should a bidder find discrepancies in, or omissions from the bid documents or should he be in doubt as to their meaning, he should at once notify the Owner who will send written instructions to all bidders.
11. Bids received after the bid opening date and time, or any authorized postponement thereof, will not be considered.
12. **If required, a bond may be requested and must be supplied within forty-eight (48) hours after request to protect the University from any risk of loss.**
13. **EQUAL EMPLOYMENT OPPORTUNITY/U.S. FAIR LABOR STANDARDS ACT:** By signing this proposal, bidder certifies that bidder is in compliance with the nondiscrimination clause contained in Section 202, Executive Order 11246, as amended by Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, sex, or national origin, and the rules and regulations prescribed by the Secretary of Labor, Veteran's Act 38USC4212, Section 503 - Rehabilitation act of 1973 Title I of the Americans with Disabilities Act of 1990 42USC12101, and that any and all goods were produced in compliance with all applicable requirements of Sections 6, 7, and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof.
14. Verbal communication before or while Bid is open shall have no force or affect whatsoever toward this bid as written, or the entire agreement. All parties represent that no promises, representations, or inducements have been made with respect to the subject matter of the bid nor a contract, except as specifically set forth herein. The bid or final contract, agreement, or order, can only be changed, altered, modified or amended by written agreement from both parties.

PROPOSAL FORM

In compliance with the University of North Alabama **INVITATION FOR BIDS** and **INSTRUCTIONS TO BIDDERS**, the undersigned hereby proposes to furnish and supply items to the University of North Alabama, Florence, Alabama, in strict accordance with the **SCHEDULE** and **SPECIFICATIONS**.

The undersigned bidder/proposer hereby certifies that it, its officers, partners, owners, providers, representatives, employees, and parties in interest, including the affiant, has not in any way colluded, conspired, connived or agreed, directly or indirectly, with any other bidder/proposer, potential bidder/proposer, firm or person, in connection with this solicitation, to submit a collusive or sham bid/proposal, to refrain from bidding/proposing, to manipulate or ascertain the price(s) of other bidders/proposers or potential bidders/proposers, or to secure through any unlawful act an advantage over other bidders/proposers or the university.

The prices submitted herein have been arrived at in an entirely independent and lawful manner by the bidder/proposer without consultation with other bidders/proposers or potential bidders/proposers or foreknowledge of the prices to be submitted in response to this solicitation by other bidders/proposers or potential bidders/proposers on the part of the bidder/proposer, its officers, partners, owners, providers, representatives, employees, or parties in interest, including the affiant.

DATED: _____

COMPANY NAME: _____

BY: _____

(Signature)

(Typed or Printed Name)

(Title)

BUSINESS ADDRESS: _____

TELEPHONE: _____

Email Address: _____

used to publish the bid tabulation & any other communication regarding bid results

If Bidder is a Corporation, write the State of Incorporation, and if a Partnership, give full name of partners, using space below.

UNIVERSITY OF NORTH ALABAMA
VENDOR CERTIFICATION
PURSUANT TO ACT NO 2012-491 & ACT2014-044

ALABAMA LAW (SECTION 31-13-9 , CODE OF ALABAMA 1975: By signing a contract resulting from this proposal, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

ALABAMA LAW SECTION 16-25-26C , CODE OF ALABAMA 1975; Legislation requiring the University of North Alabama to report to Retirement Systems of Alabama individuals paid for personal services who are currently receiving benefits from TRSA or ESA became effective October 1, 2013. No minimum level of compensation was defined. **Any individual receiving direct or indirect compensation from this contract who is a retiree receiving benefits from the State of Alabama Retirement System MUST NOTIFY UNA of this status along with Bid/RFP Submission.**

Bidder hereby certifies full compliance with Act No. 2012-491 & Act No. 2014-044:

Date: _____

Company: _____

Authorizing Signature: _____

Printed Name: _____

Title: _____

State of _____ *County of* _____

CERTIFICATE OF COMPLIANCE WITH THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 2011-535, as amended by Act 2012-491)

DATE:_____ **RE:** Contract/Grant/ Incentive (*describe by number or subject*):

BID/RFP_____ by and between

_____(Contractor/Grantee) and

_____(State Agency, Department or Public Entity)

The undersigned hereby certifies to the State of Alabama as follows:

1. The undersigned holds the position of _____ with the Contractor/Grantee named above, and is authorized to provide representations set out in this Certificate as the official and binding act of that entity, and has knowledge of the provisions of THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 2011-535 of the Alabama Legislature, as amended by Act 2012-491) which is described herein as "the Act".
2. Using the following definitions from Section 3 of the Act, select and initial either (a) or (b), below, to describe the Contractor/Grantee's business structure. **BUSINESS ENTITY.** Any person or group of persons employing one or more persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood, whether for profit or not for profit. "Business entity" shall include, but not be limited to the following:
 - a) Self-employed individuals, business entities filing articles of incorporation, partnerships, limited partnerships, limited liability companies, foreign corporations, foreign limited partnerships, foreign limited liability companies authorized to transact business in this state, business trusts, and any business entity that registers with the Secretary of State.
 - b) Any business entity that possesses a business license, permit, certificate, approval, registration, charter, or similar form of authorization issued by the state, any business entity that is exempt by law from obtaining such a business license, and any business entity that is operating unlawfully without a business license.

EMPLOYER.: Any person, firm, corporation, partnership, joint stock association, agent, manager, representative, foreman, or other person having control or custody of any employment, place of employment, or of any employee, including any person or entity employing any person for hire within the State of Alabama, including a public employer.

This term shall not include the occupant of a household contracting with another person to perform casual domestic labor within the household.

_____(a) The Contractor/Grantee is a business entity or employer as those terms are defined in Section 3 of the Act.

_____(b) The Contractor/Grantee is not a business entity or employer as those terms are defined in Section 3 of the Act.

3. As of the date of this Certificate, Contractor/Grantee does not knowingly employ an unauthorized alien within the State of Alabama and hereafter it will not knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama;
4. Contractor/Grantee is enrolled in E-Verify unless it is not eligible to enroll because of the rules of that program or other factors beyond its control.

Certified this _____ day of _____, 20____.

Name of Contractor/Grantee/Recipient

By:_____

Its:_____

The above Certification was signed in my presence by the person whose name appears above, on this _____ day of _____, 20____.

WITNESS: _____ *Printed name of Witness:* _____

State of Alabama
Disclosure Statement
(Required by Act 2001-955)

ENTITY COMPLETING FORM

Agreement Number

ADDRESS

CITY, STATE, ZIP

TELEPHONE NUMBER

()

STATE AGENCY/DEPARTMENT THAT WILL RECEIVE GOODS, SERVICES, OR IS RESPONSIBLE FOR GRANT AWARD

ADDRESS

CITY, STATE, ZIP

TELEPHONE NUMBER

()

This form is provided with:

☐ Contract

☐ Proposal

☐ Request for Proposal

☐ Invitation to Bid

☐ Grant Proposal

Have you or any of your partners, divisions, or any related business units previously performed work or provided goods to any State Agency/Department in the current or last fiscal year?

☐ Yes

☐ No

If yes, identify below the State Agency/Department that received the goods or services, the type(s) of good or services previously provided, and the amount received for the provision of such goods or services.

Have you or any of your partners, divisions, or any related business units previously applied and received any grants from any State Agency/Department in the current or last fiscal year?

☐ Yes

☐ No

If yes, identify the State Agency/Department that awarded the grant, the date such grant was awarded, and the amount of the grant.

1. List below the name(s) and address(es) of all public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

2. List below the name(s) and address(es) of all family members of public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the public officials/public employees and State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

If you identified individuals in items one and/or two above, describe in detail below the direct financial benefit to be gained by the public officials, public employees, and/or their family members as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

Describe in detail below any indirect financial benefits to be gained by any public official, public employee, and/or family members of the public official or public employee as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

List below the name(s) and address(es) of all paid consultants and/or lobbyists utilized to obtain the contract, proposal, request for proposal, invitation to bid, or grant proposal:

By signing below, I certify under oath and penalty of perjury that all statements on or attached to this form are true and correct to the best of my knowledge. I further understand that a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed \$10,000.00, is applied for knowingly providing incorrect or misleading information.

Signature

Date

Notary's Signature

Date

Date Notary Expires

Act 2001-995 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000.

REQUIREMENTS/ SPECIFICATIONS

The University of North Alabama is requesting bids for the supply of box trucks and vans per the specifications contained herein. This bid document will serve as a statewide bid supporting AMSTI/ ASIM within Alabama providing a mechanism for any University to order, as needed, to backfill fleet inventory. The Alabama Science in Motion program is a valuable education program promoting math, science and technology for Alabama high school students. The vehicles are used to facilitate learning laboratory environments across the state which requires they be uniquely outfitted. Therefore, all participants must confirm strict adherence to the bid specifications.

It is the intent to purchase a minimum of three (3) vehicles, two (2) box trucks and one (1) van, within 60 days of the bid opening, however there may be other demands across the state during the next 12 months due to the age of the fleet across all counties. If possible, bidders should guarantee a price for a period of 12 months to expedite the ability of multiple school participation as budgets are assessed and approved by September 30, 2019.

SPECIFICATIONS:

Alabama Science in Motion Box Truck, Body, and Shelving Specifications Gas Engine

Specification of Box Truck

- Cutaway van with 14 foot body (see body specifications below)
- 5.4L EFI V8 engine with 5 speed automatic transmission
- AM/FM radio with clock and audio input jack
- Custom vinyl trim
- White exterior
- Safety beeper (automatically sounds when vehicle is backing up)
- Spare wheel and tire (frame-mounted so that it doesn't interfere with moveable ramp or lift gate)
- High-back front bucket seats (driver and passenger)
- Air conditioning -front
- 11,500 lb GVW rating
- Rt/Lt Telescopic Trailer Tow Mirrors w/Manual Glass
- Cruise control
- Warning buzzer when any lights are left on
- Two additional keys

Specifications of truck body: Recommended Vendor for building box, including shelving and graphics:

Jim Bray, General Manager, Lyncoach Truck Bodies, Cell: (334)-372-7533; jbray@lyncoach.com

- Aluminum cutaway body: 14' x 84" x 96" (with skirt-see picture, page 2)
- TransGlobal composite rear roll-up door with ability to lock with pad lock
- 2 grab handles riveted to rear door frame
- Flat floor with 1 1/8" Hardwood Laminate Flooring
- Mill finish extruded aluminum: rub rails double bolted on 12" centers. Top rails and front counter posts.
- Interior: 3/8" plywood-lined walls and ceiling
- One-piece aluminum roof .040 silvermill finish
- Uprights: "z" post on 16" centers
- Rear door seal
- 12 Gauge stainless steel formed rear door header, side posts, and bottom sill
- 12 Gauge stainless steel rear post insert
- 12 Gauge stainless steel corner reinforcements
- 1.5" Styrofoam insulation in all walls, 1" polystyrene roof insulation "

BID2019-07 AMSTI/ASIM Vehicles

- Heavy-duty aluminum radius corner casting
- Anti-slag roof bows on 24" centers finished to drivers' compartment
- 3" I-Beam crossmembers, 6" Channel longitudinal sills
- Body understructure components to be hot wax dipped or painted for corrosion protection
- Mud-flaps, anti-sail bars
- Chassis tail lights mounted or LED stop, turn, tail lights used in conjunction with rail gate
- LED dome overhead light with on/off switch inside truck cab
- LED dome overhead light with on/off switch within box
- LED side and rear marker lights recessed into the top rail of the body
- All marker, stop, turn, tail, brake, ICC lights to be small LED style
- ICC reflectors
- 3-year limited warranty
- With logo on both sides and back of van as specified in diagrams, pages 6 and 7

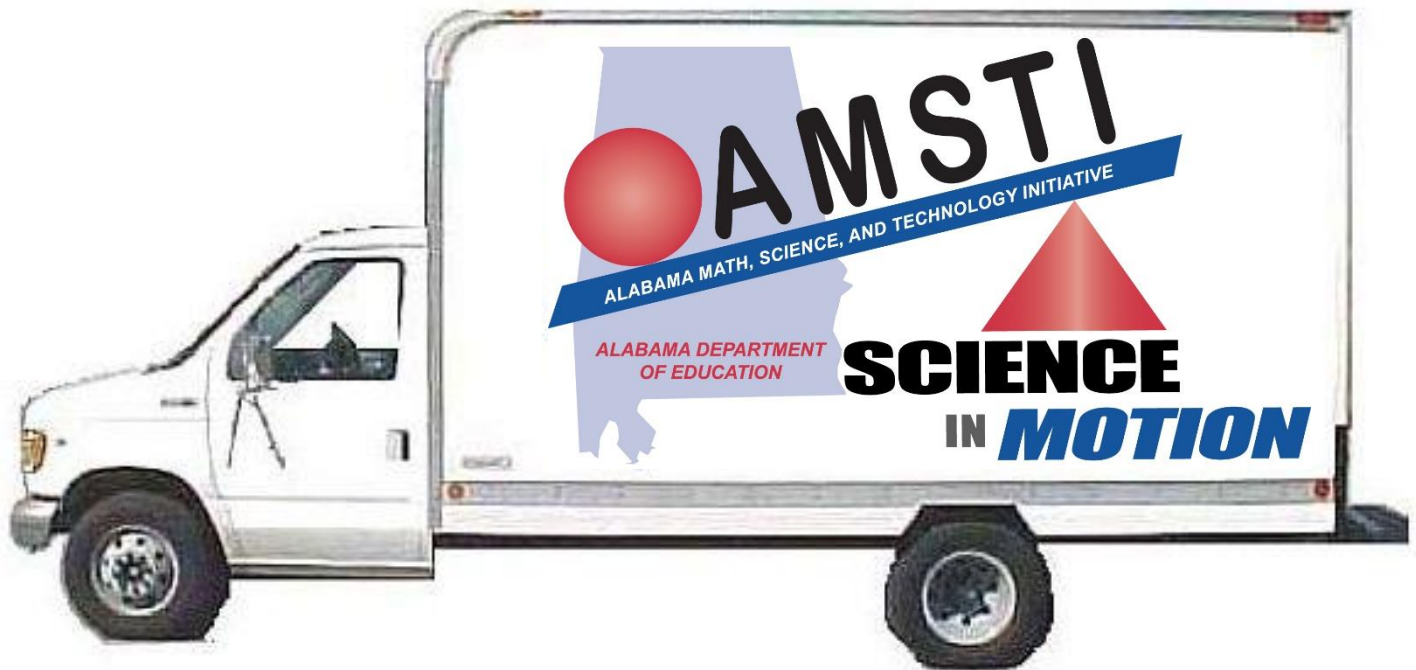
Two (2) vehicles are needed to include

- Rail type lift gate: 1250 lb lifting capacity; level ride 36" x 89" platform with 6" ramp; platform torsion assist bar; cam activated platform closure that automatically raises and lowers platform; latex coated drop chains; 2 permanently mounted switches, one on rail and second switch inside body (rear); cab cut-off switch; voltage/heat sensor which signals and shuts off lift; 3 year warranty on switch controls, electric and hydraulic systems

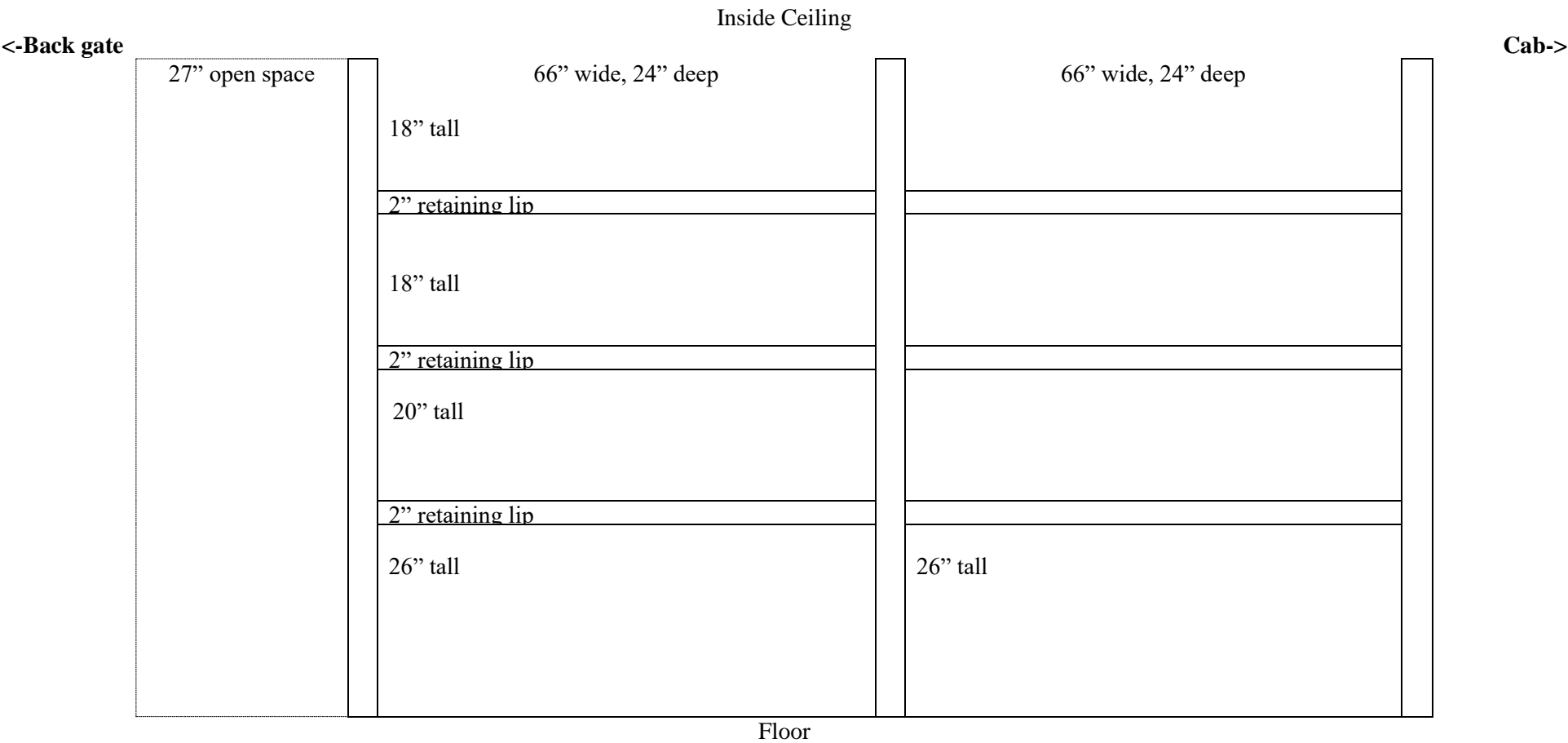
Specifications of interior shelving in van body: see diagrams, pages 3-5

- Shelves are 24" deep and should be securely fastened to the truck body
- Constructed of 12 gauge steel, painted with corrosion/rust resistant grey paint
- Shelves have 2" retaining lips and are lined with non-skid carpet
- All shelf openings are individually lined with detachable, taught cargo netting of bungee-type material

Diagram of van body with skirt:

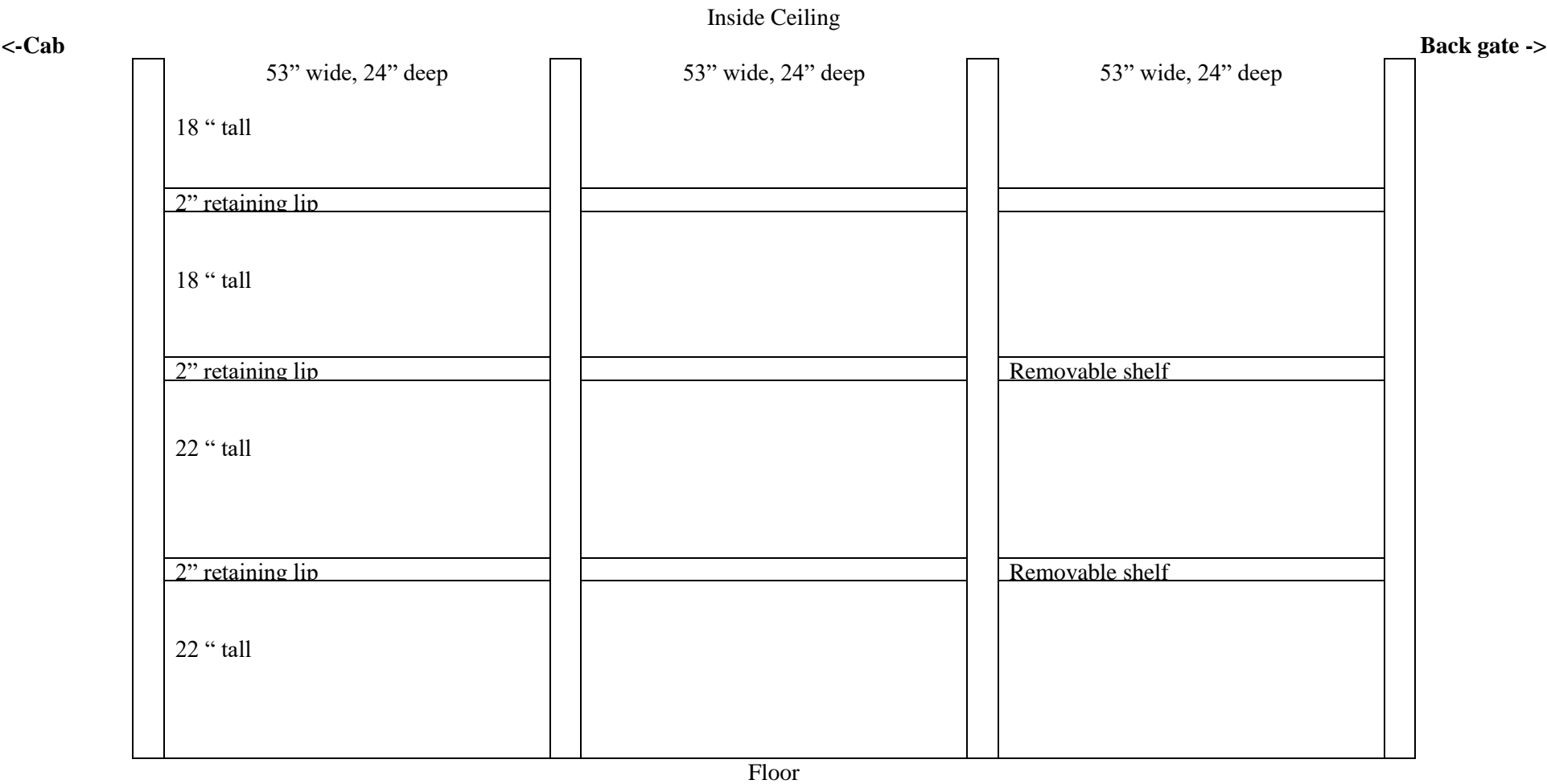


Alabama Science in Motion –Box Truck shelving Diagram Interior Driver Side of Truck



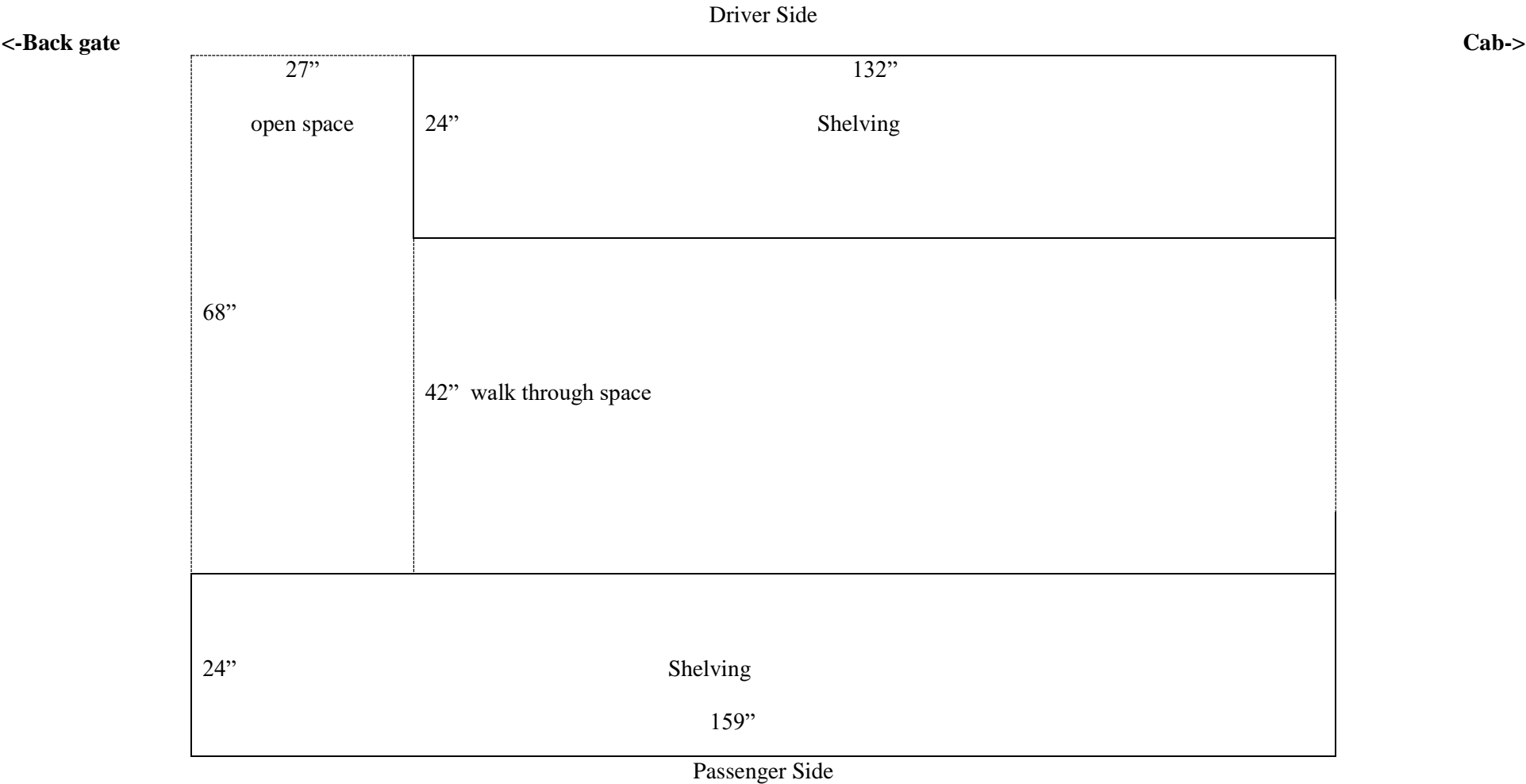
Vertical supports are 80” tall and 3-4” wide, wide enough to individually secure cargo netting for each of the 8 shelf compartments. The top of the vertical beams may need to be shortened by 2-6” because of the roll-up rear door or the curvature of the front of the body. Total shelf dimensions are approximately 132” wide by 80” tall by 24” deep with a 27” open space.

Alabama Science in Motion –Box Truck shelving Diagram Interior Passenger Side of Truck

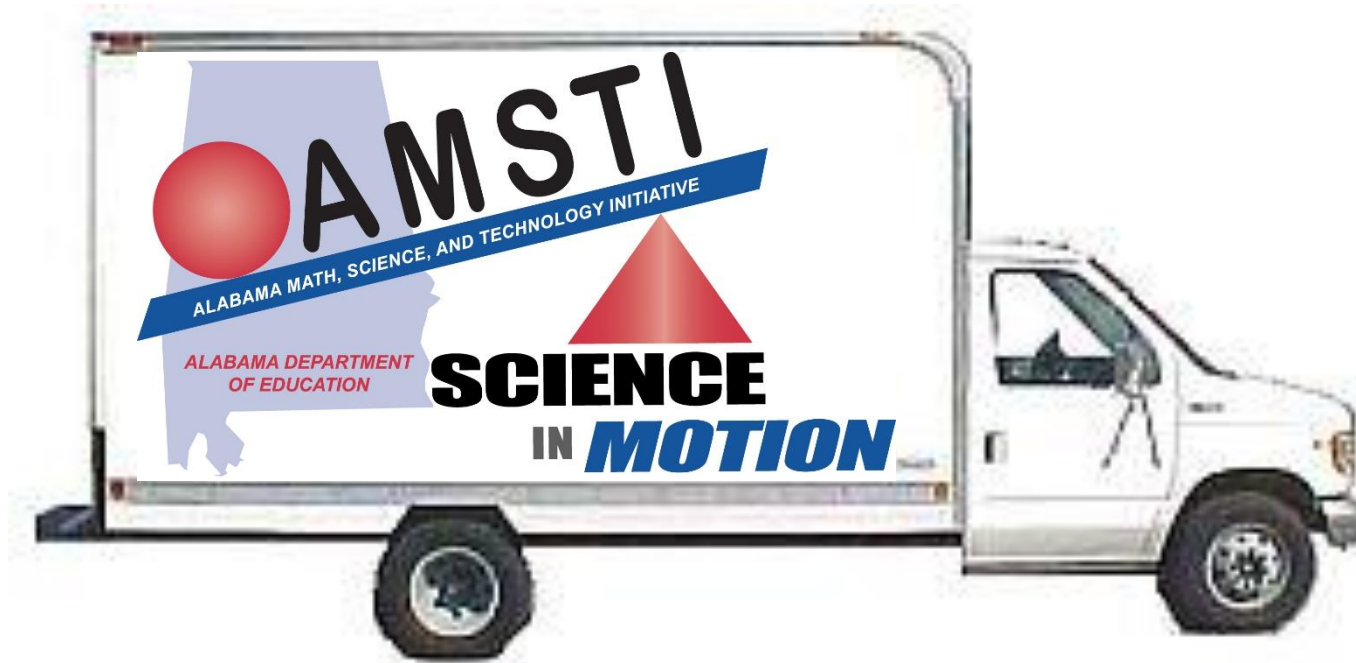


Vertical supports are 80" tall and 3-4" wide, wide enough to individually secure cargo netting for each of the 12 shelf compartments. The top of the vertical beams may need to be shortened by 2-6" because of the roll-up rear door or the curvature of the front of the body. Total shelf dimensions are approximately 159" wide by 80" tall by 24" deep.

Alabama Science in Motion –Box Truck shelving Diagram Top Interior View of Truck

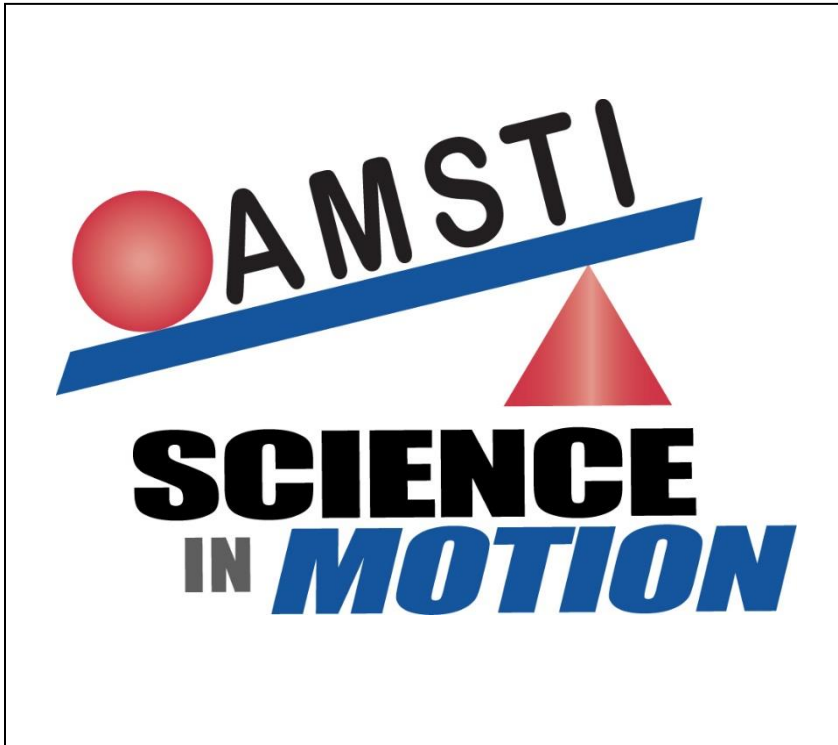


Alabama Science in Motion – Box Truck Body Diagram Side View of Truck



“AMSTI” – black; Blue strip with AMSTI spelled out – pantone reflex blue, white lettering; Ball and Triangle – pantone red #200; “SCIENCE” –black; “IN” – gray (half-tone black), italicized; “MOTION” – pantone reflex blue, italicized; State outline, half-tone pantone reflex blue; “Alabama Department of Education”– pantone red #200

Alabama Science in Motion –Box Truck Body Diagram Rear View of Truck



“ALABAMA” – pantone red #200; “SCIENCE” – black; “IN” – gray (half-tone black), italicized; “MOTION” – pantone reflex blue, italicized; “AMSTI” – black; bar – pantone reflex blue; ball and triangle – pantone red #200

Alabama Science in Motion Van, Body, and Shelving Specifications Diesel Engine Option

Specification of Van

- 3.0-Liter V-6 188 hp diesel engine
- 5-speed automatic transmission
- 4-Wheel Anti-Lock Brakes
- Cruise control
- AM/FM Radio with CD Player and clock
- Front Insulation
- Bucket Seats (driver and passenger)
- Air Conditioning with Auto Temp Control - front
- 170" wheelbase
- 11,030 lbs GVWR
- Rt/Lt Telescopic Mirrors w/Manual Glass and parabolic mirrors
- Two additional keys
- Warning buzzer when any lights are left on
- White exterior
- Rear Backup Alarm (automatically sounds when vehicle is backing up)
- Spare wheel and tire (full size, frame-mounted)
- Walk-in, high top, van body (see body specifications below)

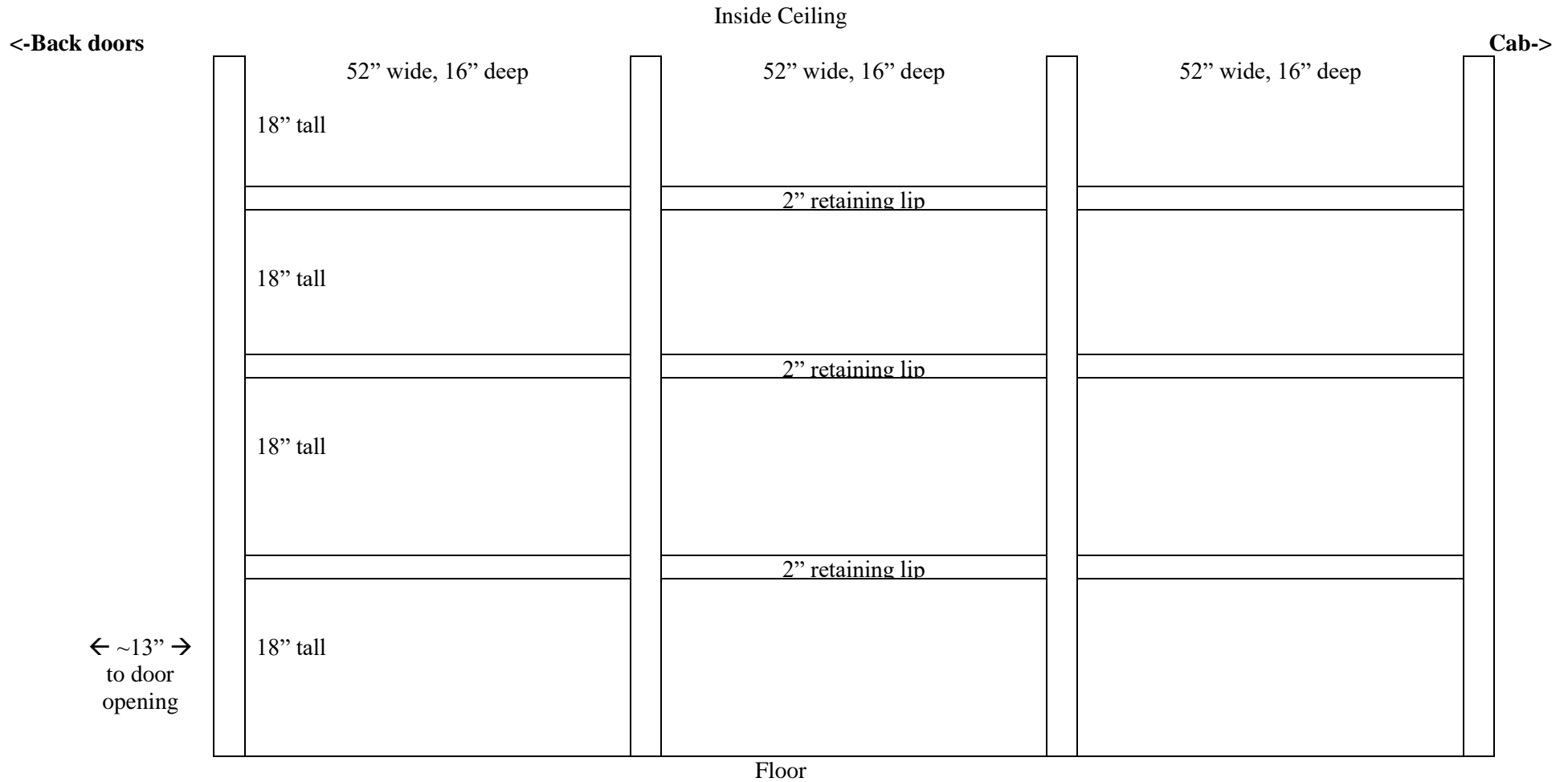
Specifications of van body:

- Interior, Cargo, Dimensions (inches): Length-169.3, Width-70.1, Height-78.2
- Load Volume: 428.7 Cubic Feet
- Solid Walk-Through Cargo Partition with Sliding or Hinged Door (provide specifications with bid)
- Hinged rear doors with 270 degree opening
- Rear wall and roof insulation providing a minimum R10 insulation; walls and roof lined with a synthetic (plastic) washable panel (provide specifications with bid)
- Body fully undercoated, mud-flaps, anti-sail bars
- Fluorescent overhead light with on/off switch inside van cab
- With logo on both sides and back of van as specified in diagrams, pages 5 and 6

Specifications of interior shelving in van body: see diagrams, pages 2-4

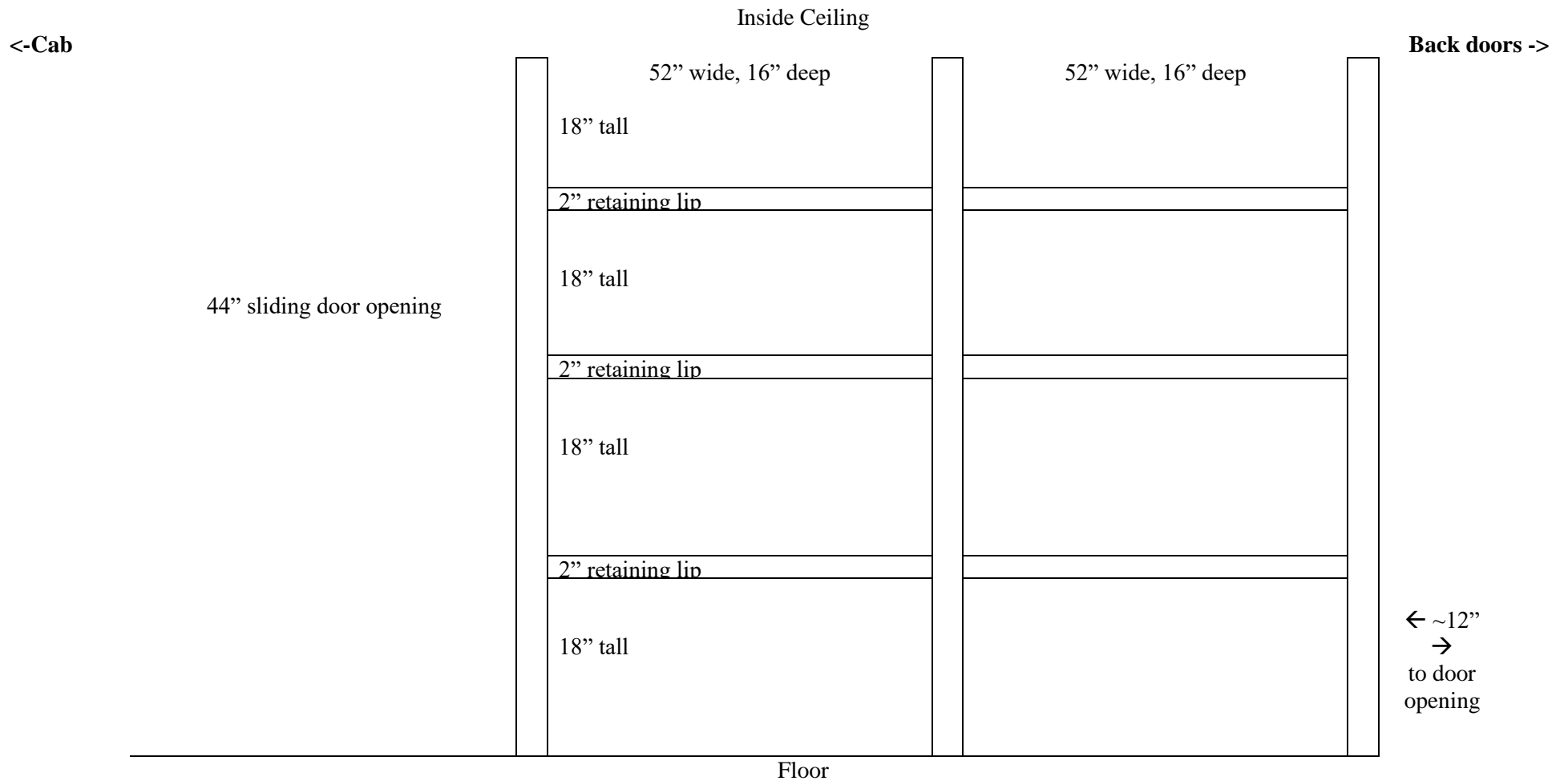
- Shelves are 16" deep and should be securely fastened to the van body
- Constructed of 12 gauge steel, painted with corrosion/rust resistant grey paint
- Shelves have 2" retaining lips and are lined with non-skid carpet
- All shelf openings are individually lined with detachable, taught cargo netting

Alabama Science in Motion –Van shelving Diagram Interior Driver Side of Van Cargo



Vertical supports are 69" tall and 3-4" wide, wide enough to individually secure cargo netting for each of the 12 shelf compartments. The top of some vertical beams may need to be shortened because of the curvature of the van body. Total shelf dimensions are approximately 156" wide by 69" tall by 16" deep.

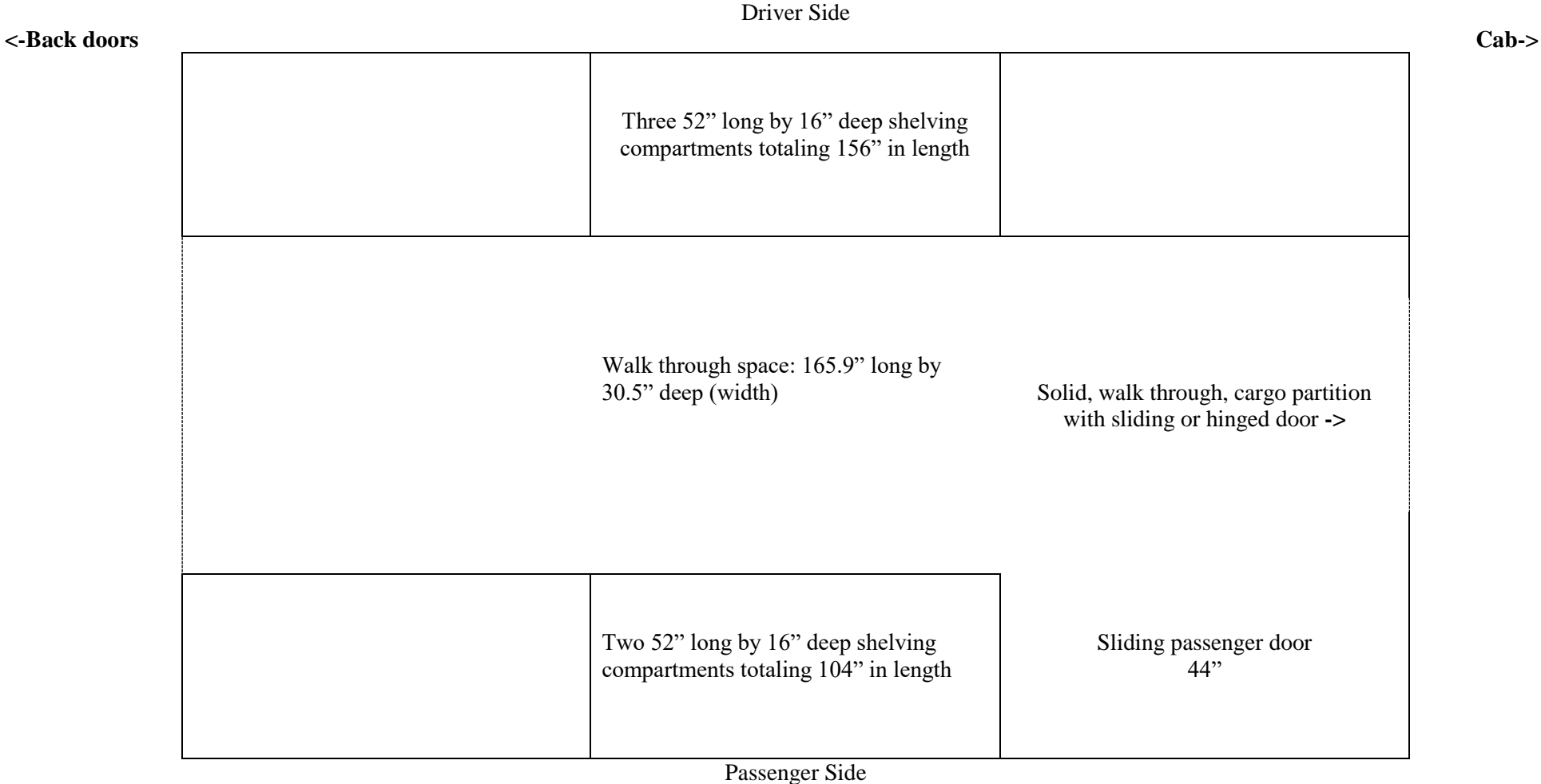
Alabama Science in Motion –Van shelving Diagram Interior Passenger Side of Van Cargo Area



Vertical supports are 69" tall and 3-4" wide, wide enough to individually secure cargo netting for each of the 8 shelf compartments. The top of some vertical beams may need to be shortened because of the curvature of the van body.

Total shelf dimensions are approximately 104" wide by 69" tall by 16" deep.

Alabama Science in Motion –Van shelving Diagram Top Interior View of Van Cargo Area



Alabama Science in Motion – Van Body Diagram Side View of Van



“AMSTI” – black; Blue strip with AMSTI spelled out – pantone reflex blue, white lettering; Ball and Triangle – pantone red #200; “SCIENCE” – black; “IN” – gray (half-tone black), italicized; “MOTION” – pantone reflex blue, italicized; State outline, half-tone pantone reflex blue; “Alabama Department of Education” – pantone red #200

Alabama Science in Motion –Van Body Diagram Rear View of Van



“ALABAMA” – pantone red #200; “SCIENCE” – black; “IN” – gray (half-tone black), italicized; “MOTION” – pantone reflex blue, italicized; “AMSTI” – black; bar – pantone reflex blue; ball and triangle – pantone red #200

Example:



For any questions regarding use or needed performance of this equipment Contact Ms. Amanda Rylant (334) 694-4738; email arylant@alsde.edu
For questions regarding bid submission Contact the Office of Business Affairs, Cindy Conlon (256)765-4293; email chconlon@una.edu

QUOTE SHEET

BIDDERS may quote both items, or may quote only one item;

Item 1: Box Truck as defined within specifications, complete with custom Box, delivered

Unit Price: \$_____

Delivery commitment in weeks: _____

Discount applied for the addition of amenities / upgrade packages: _____

Discount applicable for peripheral accessories: _____

Quote valid for how many days / months: _____

Item 2: Diesel Van as defined within specifications, complete with shelving, delivered

Unit Price: \$_____

Delivery commitment in weeks: _____

Discount applied for the addition of amenities / upgrade packages: _____

Discount applicable for peripheral accessories: _____

Quote valid for how many days / months: _____

Information about Dealer:

Number of Years in Business under current ownership: _____

Address of location(s) available to support bid for delivery anywhere within the state of Alabama: (provided details in an attachment)