



City of  
**Los Banos**  
*At the Crossroads of California*

CITY OF LOS BANOS  
PUBLIC WORKS DEPARTMENT

**INVITATION FOR SEALED BIDS**

**PROPOSAL FOR THE PURCHASE OF A  
NEW 2020/2021 MODEL  
MEDIUM DUTY UTILITY TRUCK WITH LIFT GATE**

City of Los Banos  
Public Works Department  
411 Madison Avenue  
Los Banos, CA 93635  
(209) 827-7056

Mark Fachin P.E.  
Public Works Director/ City Engineer

The sealed bids must be received no later than 2 p.m.

**Tuesday, September 29, 2020**

By the office of the City Clerk

520 J Street  
Los Banos, CA 93635

# INVITATION FOR SEALED BIDS

CITY OF LOS BANOS  
PUBLIC WORKS DEPARTMENT  
411 Madison Avenue  
Los Banos, CA 93635  
(209) 827-7056

NOTICE IS HEREBY GIVEN that the LOS BANOS PUBLIC WORKS DEPARTMENT (herein called the "Owner") invites and will receive sealed bids up to the hour of 2:00 p.m. Pacific Daylight Savings Time (PDT) on **Tuesday, September 29, 2020** for the purchase of one (1) New 2020/2021 Model Medium Duty Utility Truck with Lift Gate. At said time, sealed Bid Proposal (herein called the "Bid") will be publicly opened and read aloud in the City of Los Banos Council Chambers by the office of the City Clerk at:

**Los Banos City Hall  
520 "J" Street  
Los Banos, California 93635**

Questions regarding the Bid Documents are to be directed to Dan Bronson, Public Works Fleet Coordinator, by email at [dan.bronson@losbanos.org](mailto:dan.bronson@losbanos.org).

Bids shall be submitted only on forms provided in the Bid Packet. Bids shall be in the hands of the City Clerk of the City of Los Banos, 520 J Street, Los Banos, California, 93635 on or before the hour of 2:00 p.m. PDT on **Tuesday, September 29, 2020**. No late Bids will be accepted and will be returned unopened. No oral, telegraphic, electronic, facsimile, or telephone bid submittals or modifications will be considered. Bids received after the bid submittal deadline will be rejected and returned to the Bidder unopened.

The Bid Proposal forms can be obtained from the City of Los Banos website at [www.losbanos.org](http://www.losbanos.org).

The City of Los Banos reserves the right to reject any and/or all Bids received.

# Information for Bidders

Bids will be received by the City of Los Banos Office of the City Clerk for the Owner, at the City Council Chambers of the City of Los Banos, 520 J Street, Los Banos, CA, 93635, until 2:00 p.m. Pacific Daylight Savings Time (PDT), on **Tuesday, September 29, 2020** then publicly opened and read aloud. Each Bid must contain one complete original set of Bid Proposal Forms. The Bid Proposal forms include "Specifications Compliance" and "Bid Form". The Addendum, if issued, will be posted on the City's website at [www.losbanos.org](http://www.losbanos.org). Bidder must acknowledge Addendum, if issued, by submitting signed Addendum with the Bid Proposal Forms. The completed Bid must be submitted in a sealed envelope and addressed to the Owner at 520 J Street, Los Banos, CA 93635. Each sealed envelope containing a Bid must be plainly marked on the outside as "**Utility Truck with Lift Gate Bid; Attention City Clerk**", and the envelope shall also bear on the outside, the name of the Bidder, and their address. If forwarded by mail, the sealed envelope containing the Bid Proposal forms must be enclosed in another envelope addressed to the City of Los Banos at 520 J Street, Los Banos, CA, 93635, and both envelopes clearly state "**Utility Truck with Lift Gate Bid; Attention City Clerk**".

Total Bid Price must be filled in, in ink or typewritten, and the Bid Form must be fully completed and executed when submitted, unless otherwise indicated. The Bid Form shall be signed by a person or persons legally authorized to bind Bidder to the Contract. The individuals signing each document shall warrant that they are authorized to bind the Bidder. Mistakes must be corrected and the correction inserted; correction must be initialed in ink by person signing the Bid Form. Each Bidder is responsible for the review of the Bid documents.

The Owner may waive any informalities or minor defects or reject any and all Bids. Any Bid may be withdrawn prior to the above scheduled time for the opening of Bid or authorized postponement thereof. Any Bid received after the time and date specified shall not be considered. All Bids shall remain firm for at least ninety (90) calendar days after the date and time of the bid opening unless otherwise specified. Should there be reasons why the Bid cannot be awarded within the specified period; the time may be extended by mutual agreement between the Owner and the Bidder. Award of Bid will be to the lowest responsible Bidder as determined by the Owner. A conditional or qualified Bid will not be accepted. The failure and omission of any Bidder to do any of the foregoing shall not relieve any Bidder from any obligation with respect to the Bid. The Owner will not be responsible for, nor be bound by, any oral instructions, interpretations, or explanations issued by the Owner or its representatives. Any request for clarifications or questions of the bid documents shall be emailed to:

Dan Bronson, Public Works Fleet Coordinator  
[dan.bronson@losbanos.org](mailto:dan.bronson@losbanos.org)

Requests for clarification or questions shall be delivered to the Owner by 5:00 p.m. PDT on **Wednesday, September 16, 2020**. Any Owner response to a request for clarification, questions and answers will be posted to the City's website at [www.losbanos.org](http://www.losbanos.org) not later than 5:00 p.m. PDT, **Friday, September 18, 2020** and if necessary become a part of the Bid as an Addendum. The proposed timeline of events associated with the awarding of Bid Proposal is:

Release of Advertisement for Bids		Friday, September 4, 2020
Deadline to submit questions/clarifications	5:00 p.m.	Wednesday, September 16, 2020
Addendum/Questions/Clarifications Posted	5:00 p.m.	Friday, September 18, 2020
Bid Opening	2:00 p.m.	Tuesday, September 29, 2020
City Council Awards Bid	7:00 p.m.	Wednesday, October 21, 2020
Issuance of a Purchase Order	By	Friday, October 30, 2020

Prior to receiving, the one (1) New 2020/2021 Model Medium Duty Utility Truck with Lift Gate will be inspected to insure the vehicle meets the specifications. The new truck must be completely assembled, ready to operate, and serviced with **FULL TANK OF FUEL** by Bidder prior to acceptance by the Owner.

# Specifications Compliance

The Bidder shall note their compliance with each specification in the box provided with an X or check mark. Each line item requires an X or check mark. **Any specification left blank shall be considered a non-responsive Bid and will be rejected.** Any deviations from the specifications or where submitted literature does not fully support the meeting of the specifications, must be clearly cited and explained by the Bidder in the comment section following the specifications. The Owner will be responsible for determining specifications compliance.

Yes	No	Each line specification requires checking either the Yes or No box
<input type="checkbox"/>	<input type="checkbox"/>	Truck supplied shall be the manufacturer's current production model and shall be bid with all of the standard equipment as specified in the manufacturer's printed literature. In addition, the truck shall include the equipment shown on the subsequent specifications, but may not be limited to said equipment.
<input type="checkbox"/>	<input type="checkbox"/>	Bidder shall quote purchase price to include manufacturer's warranty for one (1) New 2020/2021 Medium Duty Utility Truck with Lift Gate. The warranty shall commence upon acceptance of the completed vehicle by the Owner.
<input type="checkbox"/>	<input type="checkbox"/>	Bidder shall quote the price for the one (1) New 2020/2021 Medium Duty Utility Truck with Lift Gate including eight and three quarter percent (8.75%) sales tax, but excluding Federal excise tax. Bidder quote shall include delivery charges to the Owner.
<input type="checkbox"/>	<input type="checkbox"/>	Truck must meet all current air quality standards, California Emission Control Regulations, all Federal Safety Standards, and Department of Motor Vehicle Regulations.
<input type="checkbox"/>	<input type="checkbox"/>	Bid shall include delivery date of one (1) New 2020/2021 Medium Duty Utility Truck with Lift Gate. The delivery date shall be one hundred eighty (180) calendar days or less from the date of bid award.
<input type="checkbox"/>	<input type="checkbox"/>	In the event Seller fails to make delivery of the 2020/2021 Medium Duty Utility Truck with Lift Gate in accordance with terms of the bid document set forth in the Purchase Agreement, with exception of Force Majeure causes or delays not imputable to Seller, the actual damage to Buyer for the delay will be difficult or impossible to determine. Therefore, in lieu of actual damages, Buyer shall be entitled to receive compensation from Seller in the form of liquidated damages and not as a penalty, and the Seller may be assessed such damages. The amount of such liquidated damages shall be equivalent to one-half of one percent [0.5%] of the value of the 2020/2021 Medium Duty Utility Truck with Lift Gate for which this purchase is made for each calendar day of the delayed item. Such liquidated damages shall begin on the first day after the delivery date specified herein has passed. Seller shall be entitled to a grace period of seven (7) calendar days for delivery of the item past the delivery date specified herein, during which period no liquidated damaged will be assessed. If the item is not delivered before the grace period ends, then liquidated damages will be assessed on a retroactive basis as though there was no grace period. Liquidated damages will be limited to a maximum of ten percent [10%] of the unit price of the 2020/2021 Medium Duty Utility Truck with Lift Gate. Buyer reserves the right to cancel the contract and be refunded any previous payments if the Seller fails to deliver the 2020/2021 Medium Duty Utility Truck with Lift Gate within 240 calendar days from the date of bid award.

## Specifications Compliance - Continued

Yes	No	Each line specification requires checking either the Yes or No box
<input type="checkbox"/>	<input type="checkbox"/>	(1) New 2020/2021 3/4 ton regular cab pickup (if available) with 8 foot utility bed
<input type="checkbox"/>	<input type="checkbox"/>	Heater, defroster, air conditioner, and cruise control
<input type="checkbox"/>	<input type="checkbox"/>	High-visibility seat belts (if available)
<input type="checkbox"/>	<input type="checkbox"/>	LED compartment lighting
<input type="checkbox"/>	<input type="checkbox"/>	6.0 L (minimum) V-8 gas engine
<input type="checkbox"/>	<input type="checkbox"/>	6 Speed automatic transmission with overdrive (minimum)
<input type="checkbox"/>	<input type="checkbox"/>	Four-wheel antilock disc brakes
<input type="checkbox"/>	<input type="checkbox"/>	4 up-fitter switches with applicable wiring harness installed (if available)
<input type="checkbox"/>	<input type="checkbox"/>	40/20/40 seat with fold down armrest/console
<input type="checkbox"/>	<input type="checkbox"/>	Rubber floor covering
<input type="checkbox"/>	<input type="checkbox"/>	Floor mats with manufacturer's logo (installed)
<input type="checkbox"/>	<input type="checkbox"/>	Power outside mirrors
<input type="checkbox"/>	<input type="checkbox"/>	Paint – white
<input type="checkbox"/>	<input type="checkbox"/>	Cargo/work lamp and cargo tie downs
<input type="checkbox"/>	<input type="checkbox"/>	Intermittent windshield wipers
<input type="checkbox"/>	<input type="checkbox"/>	Tow package: Pintlehook/ball trailer hitch with 7-wire RV wiring harness with electric brake controller
<input type="checkbox"/>	<input type="checkbox"/>	Fire extinguisher – 5 lbs ABC and first aid kit (mounted)
<input type="checkbox"/>	<input type="checkbox"/>	AM/FM stereo with Bluetooth capability
<input type="checkbox"/>	<input type="checkbox"/>	Power windows and door locks
<input type="checkbox"/>	<input type="checkbox"/>	One-piece foldout power lift gate (1,200 pounds)
<input type="checkbox"/>	<input type="checkbox"/>	Bed area Rhino lined (or equivalent)
<input type="checkbox"/>	<input type="checkbox"/>	Manufactures cab step running boards, both sides
<input type="checkbox"/>	<input type="checkbox"/>	110 – volt AC power outlet 1200 watts minimum
<input type="checkbox"/>	<input type="checkbox"/>	LED emergency lighting (four corner warning lights) (or equivalent)
<input type="checkbox"/>	<input type="checkbox"/>	Six (6) complete sets of keys for utility truck boxes. Locks shall be keyed same as truck (if available)
<input type="checkbox"/>	<input type="checkbox"/>	Must be delivered with full tank of fuel
<input type="checkbox"/>	<input type="checkbox"/>	5 years/100,000 miles or 5,000 engine hours warranty bumper to bumper



# Bid Form

TO: OWNER  
City of Los Banos  
520 J Street  
Los Banos, CA 93635

DATE: \_\_\_\_\_

In compliance with the Invitation for Sealed Bids for **one (1) New 2020/2021 Model Medium Duty Utility Truck with Lift Gate**, the undersigned, as Bidder, hereby offers to sell to the Owner, in accordance with the terms, conditions, requirements and specifications set forth in the Bid documents for the price quoted on this Bid Form for **one (1) New 2020/2021 Model Medium Duty Utility Truck with Lift Gate**.

MANUFACTURER: \_\_\_\_\_

MODEL NUMBER: \_\_\_\_\_

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

One Hundred eighty (180) days or less from the date Owner issues Purchase Order

**TOTAL BID PRICE \$** \_\_\_\_\_

Total Bid Price includes California Sales Tax, California Tire Recycling Fee, DMV documentation fees, freight, and delivery charges but excludes Federal Excise Tax, if any.

Total Bid Price Written:

\_\_\_\_\_ written form

The undersigned certifies under penalty of perjury that the quotation on this Bid Form constitutes a bona-fide offer to sell, that he/she is an authorized representative of the company listed, that the quotation is in no way sham or collusive, and that issuance of a Purchase Order by Owner constitutes acceptance of bidder's offer on the terms and conditions stated in the Bid documents, and forms a contract. Bidder will not withdraw its Bid for at least ninety (90) calendar days from the date and time of the bid opening.

\_\_\_\_\_  
BIDDER'S COMPANY

\_\_\_\_\_  
PRINT NAME - AUTHORIZED

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
TELEPHONE NUMBER

**ARE YOU CLAIMING A LOCAL BUSINESS PREFERENCE?**     YES     NO

If yes submit written proof of the address of your principle place of business and a copy of your current City business license.

**THIS PAGE MUST BE COMPLETED AND RETURNED WITH BID PROPOSAL FORMS**