

City of Scottsbluff, Nebraska

Monday, April 17, 2023

Regular Meeting

Item Consent6

Council to approve new deadline date for previously approved bid specifications for Three, 2022 or Newer, Mid-Sized Four-Wheel Drive Crew Cab Pickup Trucks for Development Services and the Fire Department and authorize the city clerk to advertise for bids to be received by May 9, 2023 at 2:30 p.m

Staff Contact: Zachary Glaubius, Planning Administrator

Agenda Statement

Item No.

For Meeting of: 4-17-23

AGENDA TITLE: Council to approve new deadline date for previously approved bid specifications for Three, 2022 or Newer, Mid-Sized Four-Wheel Drive Crew Cab Pickup Trucks for Development Services and the Fire Department and authorize the city clerk to advertise for bids to be received by May 9, 2023 at 2:30 p.m.

SUBMITTED BY DEPARTMENT/ORGANIZATION: Development Services, Fire

PRESENTATION BY: Zachary Glaubius, Development Services Director & Tom Schingle Fire Chief

SUMMARY EXPLANATION: As Transwest Ford cannot fulfil the bid, staff is requesting approval for readvertising of the bid.

BOARD/COMMISSION/STAFF RECOMMENDATION: Staff recommends approval.

Does this item require the expenditure of funds?

_____yes _____no

Are funds budgeted?

_____yes _____no

If no, comments:

Estimated Amount

Amount Budgeted

Department

Account Description

Approval of funds available

City Finance Director

EXHIBITS

Resolution

Ordinance

Contract

Minutes

Plan/Map

Other (specify) Bid specs

NOTIFICATION LIST: Yes No Further Instructions

Please list names and addresses required for notification.

APPROVAL FOR SUBMITTAL: _____

City Manager

Rev: 12/14/ City Clerk

**CITY OF SCOTTSBLUFF
BID SPECIFICATIONS**

FOR THE PURCHASE OF

**Three, 2022 or Newer, Mid-Sized Four-Wheel Drive
Crew Cab Pickup Trucks**

FOR DEVELOPMENT SERVICES AND FIRE DEPARTMENT

DATED: April 17, 2023

NOTICE TO BIDDERS

Sealed bids will be received by the City of Scottsbluff, Nebraska, at the Office of the City Clerk until 2:30 P.M., May 9, 2023, for furnishing three (3), 2022 or newer, mid-sized four-wheel drive crew cab pickup trucks. Specifications and instructions to bidders are available at the Office of the City Clerk. The Council reserves the right to reject any and all bids and to waive irregularities.

Kimberley Wright
City Clerk

Publish – 3 times:
Friday, April 21, 2023
Friday, April 28, 2023
Wednesday May 3, 2023

INSTRUCTIONS TO BIDDERS

1. All bids need to be submitted on the bid form provided so they may be properly compared and evaluated.
2. The bids will be for three (3), 2022 or newer, mid-sized four-wheel drive crew cab pickup trucks with one (1) truck having a topper and slide-out bed tray.
3. Bids are to be quoted FOB, 2525 Circle Drive, Scottsbluff, NE.
4. The City will be trading in a 2003 Chevy ½ Ton Silverado Pickup Truck, VIN: 1GCEC14V43Z245716, with 96,890 miles, and a 2003 Chevy ½ Ton Silverado Pickup Truck, VIN: 1GCEC14V23Z126269, with 107,057 miles.
5. Bids need to include the year, make and model of the trucks/equipment being bid. They also need to include the manufacturer's brochure with detailed specifications of the identical model being bid. Not all three trucks need to be the same model.
6. The City is tax exempt but NOT exempt from Federal Excise Tax.
7. The bids shall be submitted to the City Clerk's office by 2:30 P.M., Tuesday, December 27, 2022, in a sealed envelope, and the envelope clearly marked "Bid on Three Mid-Sized Pickup Trucks."
8. Bidders should be aware that the Council reserves the right to reject any and all bids and to waive any irregularities for any reason deemed necessary.
9. Award of purchase will not become final until a notice has been issued by the City authorizing this purchase.
10. The City will pay for the trucks/equipment meeting all specifications upon proper documentation of same, no sooner than the first Council meeting following delivery of the same.
11. Please specify a delivery date for the unit being bid.
12. The price stated on the bid form shall be good through the date of delivery and subsequent payment.
13. Any items of non-compliance or variations/exceptions to the minimum specification requirements listed on the following pages need to be written and submitted with the bid form on a sheet titled "Exceptions".
14. Each bidder must have a current Nebraska motor vehicle dealers license, per Nebraska Revised Statute §60-1406, or licensed per State outside of Nebraska.

MINIMUM SPECIFICATIONS FOR THREE (3) 2022, OR NEWER, MID-SIZED FOUR-WHEEL DRIVE CREW CAB PICKUP TRUCKS

ENGINE AND DRIVE TRAIN

- Engine to be gasoline
- Automatic transmission
- Electric controlled transfer case

Meet	Exception

EXTERIOR

- Crew-cab with four individual entry doors
- Lockable tailgate
- Body paint shall be white in color
- Spray-in bed liner

INTERIOR

- Vinyl or similar material seat covering
- All-weather floor mats if floor is carpeted. All-weather floor liner is preferred
- Power windows and locks

SAFETY

- Daytime running lights
- Backup camera
- Bluetooth, hands-free phone connection

OTHER

- List and provide documentation on any and all warranties
- Specify delivery or availability date

SPECIAL INSTRUCTIONS

One pickup to have a fiberglass topper and slide-out bed tray installed at time of delivery.

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TOPPER

- Fiberglass topper, painted to match, and installed
- Topper shall have a tinted glass rear door with a single, locking handle
- Side doors on the left and right of the topper may have a single locking handle or two locking handles and may either be painted to match or may be tinted glass
- Third brake light and interior LED lights that operate upon opening the rear door

SLIDE-OUT BED TRAY

- Slide-out bed tray to extend at least three-quarter (3/4) and lock in position

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- Width shall fit between wheel-wells in the bed without interference
- Length shall fit between the front panel and tailgate without interference
- Side rails shall be included
- Weight capacity shall be a minimum of 1000 pounds (evenly distributed)

**BID FORM
FOR FURNISHING THREE (3) 2022, OR NEWER, MID-SIZED FOUR-WHEEL DRIVE CREW CAB
PICKUP TRUCKS**

Mayor and City Council
Scottsbluff, Nebraska

I (we) have examined the Notice to Bidders, dated December 5, 2022, Instructions to Bidders, and the Specifications, and submit the following bid to furnish three, 2022 or newer, mid-sized four-wheel drive crew cab pickup trucks, one to be upfitted with a topper and slide-out bed tray.

One	Year	Make	Model	\$	Bid Price
Two	Year	Make	Model	\$	Bid Price
Three	Year	Make	Model	\$	Bid Price
One fiberglass topper		Make	Model	\$	Bid Price
One slide-out bed tray		Make	Model	\$	Bid Price

TRADE-IN

2003 Chevy 1/2 Ton Silverado Pickup Truck, VIN: 1GCEC14V43Z245716, with 96,890 miles

\$ _____
Trade Price

2003 Chevy 1/2 Ton Silverado Pickup Truck, VIN: 1GCEC14V23Z126269, with 107,057 miles

\$ _____
Trade Price

Total Cost - Bid Price less Trade-in \$ _____

My Bid for the above described– three, 2022 or newer, mid-sized four-wheel drive crew cab pickup trucks, one with a topper and slide-out bed tray, less trade-in is:

(amount written out fully)

If the City places an order with my dealership for the specified truck, I hereby certify I will deliver new trucks on or before: _____ which meets the specifications included with this proposal.

Month Day Year

Signature of Bidder: _____

Name of Bidder: _____

Company Represented by Bidder: _____

Address of Bidder: _____

Telephone & Fax Number of Bidder: _____