

Rockingham County Engineering & Maintenance Services
116 North Road
Brentwood, NH 03833
Jude Gates/Director of Facilities, Planning & IT
603-679-9375
igates@co.rockingham.nh.us

Proposal Submission Deadline:

August 1, 2022 at 5PM

Proposal Opening:

Thursday 08/04/22 at 8:30am

**REQUEST FOR PROPOSAL
TWO VEHICLES
19 July 2022**

You are hereby invited to submit a proposal for two new vehicles or as specified in the attachments of this Request for Proposal. The information necessary to complete the proposal is contained within this document.

Rockingham County, New Hampshire (Rockingham County) is a public entity composed of general administrative offices, Long Term Care and Rehabilitation Center, Assisted Living, Dept. of Corrections, Engineering and Maintenance Services, and offices from Elected Officials: Commissioners, Delegation, County Attorney, High Sheriff, Register of Deeds, and Treasurer.

Questions on the technical specifications of the Request for Proposal should be directed to the contact listed above. Questions on bidding procedures can be directed to rfp@co.rockingham.nh.us

1. Proposal Instructions (3 ways to submit)

1. Two (2) copies (or one copy and one thumb drive) of the Proposal should be submitted in a sealed envelope marked "RFP – 2022 Vehicle" addressed and delivered to:
Rockingham County Commissioners
119 North Road, Brentwood, NH 03833
2. Submit your bid as a PDF to: rfp@co.rockingham.nh.us
3. You may submit your Proposal online through Public Purchase, which is free to sign up and submit. Please visit www.rockinghamcountynh.org/rfpbidding for the link to our Public Purchase page.

Submission must include:

- Organization legal name with DBA if applicable
- W-9 Tax ID
- Physical address and mailing address (if different)
- Organization representative name and contact information (phone, fax, email)
- Complete cut sheets and specifications of all products quoted, if applicable.
- All pertinent information regarding warranty and service availability.
- Anticipated start time after receipt of order and anticipated time to perform scope of services.
- Certificate of Liability, certificate holder: Rockingham County, 119 North Rd., Brentwood, NH 03833

2. **Proposal Opening:** Proposals will be opened publicly in the Public Purchase portal at a regular scheduled meeting of the Board of Rockingham County Commissioners. Proposals will be taken under advisement at time of opening and will be awarded or rejected as soon as a complete review and comparison of the proposal received has been made by Rockingham County.

Scheduled meetings are subject to change and information may be found here:
www.rockinghamcountynh.org/events

3. **Proposal Award:** The proposal(s) will be formally awarded and announced publicly at a regular scheduled meeting of the Board of Rockingham County Commissioners. Formal notification of proposal award will occur thereafter. Information on the award will also be available on the RFP/Bidding section of our website:
www.rockinghamcountynh.org
4. **Pricing:** Proposal prices are to remain in effect for a period of sixty (60) days from opening 31 March 2022 of the proposal and are to remain firm once proposal is awarded to the successful Organization(s).

a. Vendors awarded a state bid/contract should offer that pricing.

b. Should you have any variations (discounts and /or penalty clauses) that may affect the price, please specify in proposal.

5. **Additional Materials:** Following the review and screening of all proposals, Organization may be invited to participate in the final selection process, which may include the submission of additional information regarding cost or other issues, as requested by Rockingham County.

6. **Performance Clause:** In the event that the successful awarded Organization/Rockingham County should default in the observance of the stipulations set forth in this Request for Proposal and such default is not corrected within thirty days of written notice from either party, the successful awarded Organization/Rockingham County shall have the option of canceling the Proposal. The successful awarded provider acknowledges that all work performed on County property will be done so in accordance with the standard safety rules and guidelines of OSHA. Please include with your Proposal a copy of your safety rules and guidelines and/or acknowledgement of your compliance with OSHA.

7. **Contractual Obligations:** In the event that contracts for the supply of materials, equipment, or services are required under the proposal, the Board of Rockingham County Commissioners reserves the right to review said contracts and amend to comply with County legal requirements prior to signing by the appointed representative of the Board of Rockingham County Commissioners. All contracts entered into by Rockingham County are required to contain Non-Appropriation and Indemnification clauses. Sample language is provided below.

a. **Non-Appropriation**

Rockingham County is obligated to pay only such contract amounts that can lawfully be made from funds budgeted and appropriated for that purpose during Rockingham County's then current fiscal year, subject to annual approval by the Rockingham County Delegation. Should Rockingham County fail to budget, appropriate, or otherwise make available funds to make payments under this contract, such contract shall be deemed terminated at the end of the then current term.

Rockingham County agrees to deliver prompt notification after any decision to non-appropriation is made, but failure to give such notice will not extend the term beyond such Original or Renewal Term.

b. **Indemnification**

To the fullest extent permitted by law, (ORGANIZATION) shall protect, indemnify, save, defend and hold harmless Rockingham County, including its officials, agents, volunteers and employees, ("Indemnified Parties"), from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs, interest and expenses, including but not limited to reasonable attorney and paralegal fees, which Indemnified Parties may become obligated or suffer by reason of any accident, bodily injury, personal injury, death of person, or loss of or damage to property, arising indirectly or directly under, out of, in connection with, or as a result of this Contract or the activities of (ORGANIZATION) or its agents, employees, contractors or subcontractors, and even if caused in whole or in part by any negligent or intentional act or omission of Indemnified Parties.

In addition, and regardless of respective fault, (ORGANIZATION) shall defend, indemnify and hold harmless the Indemnified Parties for any costs, expenses and liabilities arising out of a claim, charge or determination that (ORGANIZATION) officers, employees, contractors, subcontractors or agents are employees of the Indemnified Parties, including but not limited to claims or charges for benefits, wages, fees, penalties, withholdings, damages or taxes brought in connection with laws governing workers compensation, unemployment compensation, social security, Medicare, state or federal taxation, and/or any other similar obligation associated with an employment relationship.

(ORGANIZATION'S) obligations to defend, indemnify and hold harmless the Indemnified Parties hereunder shall survive the term of this Contract.

Rockingham County shall not be required to defend or indemnify (ORGANIZATION) or its agents, employees, contractors or subcontractors or any professional service provider.

8. **Insurance Requirements:** The Organization shall always maintain insurance coverage during the life of this proposal. The Organization must also require its subcontractors to maintain such coverage. Any request for modification of the coverage requirements must be submitted in writing with the proposal and will be evaluated accordingly.
- a. **Coverage:** The Organization shall have professional insurance/errors and omissions insurance with limits of not less than \$1,000,000 each occurrence. The insurance certificate and the underlying insurance coverage shall be issued by a carrier authorized to do business in the State of New Hampshire and having A.M. Best Company rating of "A" or better.
 - b. **Workers Compensation Insurance:** The Organization shall carry workers compensation insurance as required by the State of New Hampshire.
 - c. **Comprehensive General Liability Insurance:** The Organization shall maintain comprehensive general liability insurance policy, which includes coverage for contractual liability, in an amount of no less than \$1,000,000 per occurrence.
 - d. **Motor Vehicle Insurance:** The provider shall carry motor vehicle insurance to include bodily injury, property damage, and uninsured motorist, coverage in an amount of no less than \$1,000,000 combined single limit per accident.
 - e. **Insurance Certificate:** The Organization shall provide an insurance certificate confirming the above insurance coverage.

RFP- Vehicles
July 19, 2022

- f. The provider shall file certificates with Rockingham County showing that the above insurance has been purchased. The insurance certificate submitted must show the certificate holder as:

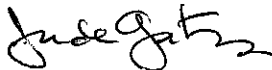
Rockingham County, Attn. Commissioners Office
119 North Road, Brentwood, NH 03833.

- g. A 30-day notice is required for cancellation and /or material change of coverage, sent directly to the above mail to address.

9. Notice:

- a. The Board of Rockingham County Commissioners reserves the right to accept or reject any and all proposals or parts thereof, to accept the proposal which it deems to be in the best interest of Rockingham County and to waive any bid formality.
- b. Proposals are subject to public review and cannot be honored with proprietary, confidential, do not disclose, or any other restriction that conflicts with the New Hampshire Right to Know Law.
- c. Information provided in these specifications is to be used only for the purposes of preparing a proposal detailing costs and services to be provided to Rockingham County. It is expected that each Organization will read these specifications with care. Failure to meet certain conditions may invalidate proposals.
- d. The information contained herein is believed to be accurate but should not be considered as warranted in any way.
- e. Rockingham County may award to multiple providers.
- f. Any changes to the specifications shall meet the approval of Rockingham County.
- g. Any variations (discounts and/or penalty clauses) that may affect the price, please specify in your proposal.
- h. Upon satisfactory completion of the work and or receipt of the product, payment is subject to standard accounts payable process at Rockingham County.

Sincerely,



Jude Gates, Director of Facilities, Planning/IT

JG/dr

ATTACHMENT A

A. INTRODUCTION AND BACKGROUND

Rockingham County Complex (Rockingham) is a public entity composed of general administrative offices, a nursing home, correctional facility and Sheriff's office.

Rockingham is seeking written proposals from qualified vendors to enter into a contract with the purpose of supplying such services as noted in section B.

B. SPECIFICATIONS

Interest parties are invited to submit proposals for the purchase and delivery of the vehicle annotated below, meeting the following specifications. Please be advised that the County is interested in a 3-year lease/end purchase of these vehicles. Please provide complete information on all financing alternatives and opportunities, including capital leases. Pre-order option is acceptable, but the purchase price must remain as quoted.

Engineering & Maintenance Department

Current Model Year or as specified above - Ford F250 4/x4 w/Plow (one ea.)

- . GVW 10,000
- . Standard Cab with Roof marker Lights
- . 137" Wheel Base /8' bed- Styleside
- . Automatic Transmission/6 speed/AC
- . Power Brakes-ABS, all wheel
- . Heaviest duty suspension available w/plow pkg
 - Front Axle-4,700#
 - Rear Axle-Limited Slip, 6084#
- . Power Steering
- . Dual 78 AH Battery
- . Heavy Duty Alternator-130 Amp
- . 43B Back Glass Defroster
- . Tires: All Season Radial, 16 P235
 - Manufacturer's Standard Spare
- . Standard Vinyl Upholstery - Front Bench
- . 38 Gal. Min. Fuel Capacity
- . Mirrors, Heated Outside, Right & Left - Low Mount Min. 5" x 7"
- . Bumpers Front- Standard Painter Rear- Step & Tow, 400# Tongue weight
- . Fixed Rear-Window w/Defrost
- . Color-Stone Gray
- . Tech manuals, Parts/Service CD/ROM
- . 4 keys
- . XL Trim
- . Trailer Tow Package
- . 3.73 Regular Axle
- . 41H Engine block heater
- . Cal Emissions
- . Shift on Fly 4x4
- . 66S Upfit Switches
- . 942 Daytime Running Lights
- . 587 Radio/Speakers AM/FM
- . Wheel Covers
- . Wipers, Intermittent
- . 592 Roof Clearance Lights
- . 473 Snow Plow Prep
- . 4,000 pound towing capacity
- . Gasoline Engine 6.2LVI

PLOW - 8.5' Fisher XV2 Stainless, installed

* The County will also consider a 2021 - 2022 leftover with 0 miles.

Vehicle must be delivered with an Application for Certificate of Title.

TITLE MUST SHOW: Rockingham County, 119 North Road, Brentwood, NH 03833

Rockingham County Rehabilitation & Nursing Center

One (1) 2022 New / Not Used / No Make/Model Specified / Passenger Van

Transport Bus ADA Compliant

Non CDL

Wheelchair Compliant – Lift, electric

12 or Less Passenger – Various Configurations Preferred (Standard Seats & Wheelchair Locking Space)

Gas Powered or Electric / Hybrid (No Diesel)

Automatic Transmission

All Wheel Drive

Power Brakes – ABS

Power Steering

Standard Vinyl Upholstery

Heated Seats

Arm Rests

Back of Seat Storage

Luggage Storage Area / Cargo Area (Not Overhead)

Stainless Steel Grab Rails

Waterproof Flooring

Blind Spot Assist Mirror

Heated Side Mirrors

AM / FM Radio

Air Conditioning

Navigation

Back Up Alarm / Camera

Color – White

County Logo Decals / Wrap, applied (if this service is available)

C. SPECIAL CONSIDERATIONS

1. Please supply complete cuts sheets and specifications for each alternative quoted as part of your proposal.
2. Please provide all information with regard to warranty and service availability.
3. Provide tech manuals for each vehicle.
4. Please specify estimated time of delivery after receipt of order.
5. Pricing to include delivery to Brentwood, New Hampshire.
6. Proposals should not exceed state bid pricing.

D. NOTICE

Information provided in these specifications is to be used only for the purposes of preparing a proposal detailing costs and services to be provided to Rockingham County. It is expected that each provider will read these specifications with care. Failure to meet certain conditions may invalidate 28 March 2022 proposals.

The information contained herein is believed to be accurate, but should not be considered as warranted in any way. Questions or requests for additional information should be directed to Jude Gates, Director of Facilities, Planning and IT at (603) 679-9375 or jgates@co.rockingham.nh.us.

E. ADDITIONAL TERMS AND CONDITIONS

1. Rockingham County may buy from multiple vendors.
2. Any changes to the above Specifications shall meet the approval of the Board of Rockingham County Commissioners.
3. As noted, Please provide complete information on all financing alternatives and opportunities, including capital leases (3-year term).
4. Should you have any variations (discounts and/or penalty clauses) which would affect the price, please specify in your proposal.

RFP- Vehicles
July 19, 2022

Ford of Londonderry
33 Nashua Rd, RTE 102
Londonderry, NH 03053
dave@fordoflondonderry.com

Hillsboro Ford
16 Antrim Road
Hillsboro, NH 03244
mark@hillsboroford.com

Portsmouth Ford
400 Spaulding Turnpike
Route 16
Portsmouth, NH 03801
bquimby@portford.com

McFarland Ford Sales
151 Portsmouth Avenue
Exeter, NH 03833
ecummings@mcfarlandford.com

Rochester Ford
8 Crane Road
Rochester, NH 03867
sales@rochesterfordnh.com

Grappone Ford
PO Box 1200
Concord, NH 03302-1200
bboynton@grappone.com

Hampton Ford, Inc.
177 Lafayette Road
North Hampton, NH 03862
jvalenza@hamptonford.com

Autofair Ford, Inc.
1475 South Willow Street
Manchester, NH 03013
fordbdc@autofairford.com

Irwin Ford
59 Bisson Avenue
Laconia, NH 03246 Attn: Steven Pouliot
steve.pouliot@irwinzone.com

MHQ
401 Elm Street
Marlborough, MA 01752 Attn: Tiffanie
tcrocker@mhq.com

Herb Chambers
pscannell@herbchambers.com

Watertown Ford
Stanawatertownford.com

Stoneham Ford
fabio@stonehamford.com

National Bus Sales
sales@nationalbus.com

Creative Bus Sales
Sales@creativebussales.com

Master's Transportation
zgreen@masterstransportation.com

Absolute Bus Sales
Abuscat@aol.com