



Cherokee County Board of Commissioners
Purchasing Department
1130 Bluffs Parkway, Canton, GA 30114
Phone: (678) 493-6000
Fax: (678) 493-6035

REQUEST FOR PROPOSALS

RFP# 2024-018

Purchase of (1) Seventy-Five Foot Aerial Apparatus and (1) Mid-Mount Platform Apparatus

THE PROJECT: The Cherokee County Board of Commissioners Purchasing Department (County) is requesting competitive sealed **proposals** in support of the purchase of (1) Seventy-Five Foot Aerial Apparatus and (1) Mid-Mount Platform Apparatus, meeting the specifications and as described herein.

There **will not** be a mandatory meeting to review the requirements.

All times in the solicitation are local times to Cherokee County, Georgia in the Eastern Time Zone.

This Request for Opportunity Description is one of two documents making up this solicitation. The second document is Cherokee County Standard Solicitation Terms and Conditions, which contains all the standard forms potentially required to accompany a submission. Both of these documents together constitute the entire solicitation at the time of issuance.

The County reserves the right to reject any or all bids/proposals, to waive technicalities and to make a selection and final award as deemed to be in the best interest of the County, including using any form of contract it deems most advantageous to the County.

SCHEDULE:

Issued	February 22, 2024
Questions Due	March 5, 2024, by 4:00 PM
Answers Due	March 12, 2024
Bids/Proposals Due	March 25, 2024, at 10:00 AM
Anticipated Award Date	April 16, 2024

THE EXPECTED PERIOD OF PERFORMANCE:

The base period of performance is broken down into two areas: Physical Delivery of Product(s) and Service Delivery. This is a function of the Statement of Work (SOW) and/or specification and reflects if there is physical item or items to be delivered and / or delivery of services. An X in the box corresponding to item 1 below, Physical Delivery indicates a physical item or items are to be delivered and an X in the 2. Delivery of Services indicates that Services are to be performed. Either or both may apply to the work contemplated by this solicitation.

Additionally, should there be an X in the box corresponding item 3. Option Grant, then the County requests the right to extend the period of performance beyond the Base Rate as specified.

1. NO PHYSICAL ITEMS/GOODS PHYSICAL DELIVERY OF ITEMS/GOODS REQUIRED:

For Physical Delivery solicitations, the period of performance for an award shall begin with either the placement of Purchase Order or the date indicated on the Agreement. All items to be delivered are to be FOB Cherokee County at the address indicated in the solicitation. Performance shall be complete upon final acceptance by the County. Time is of the essence for the delivery of each item specified. Warranty requested as below:

Warranty Term Requested: _____

2. NO SERVICES REQUIRED PERFORMANCE OF SERVICES:

For Performance of Services solicitations, the period of performance shall begin with the placement of either a Purchase Order or the date of the Agreement unless the Agreement, the SOW or the Solicitation Terms indicate that performance shall begin upon the issuance of a Notice to Proceed (NTP), in which case the NTP would represent the beginning of performance. Term of services requested are as below:

Services Term:

- One Year
 Two Years
 Three Years
 Other: One-time purchase

3. OPTION GRANT:

This solicitation contains requested options; please see Statement of Work for details.

SUBMITTAL INSTRUCTIONS:

Interested Bidders/Proposers should carefully review the requirements defined herein and provide complete and accurate submissions that should include the following items (**only items indicated with an “X” in the corresponding boxes are required for this solicitation**):

- Information and Addenda Acknowledgement Form (Appendix A)
- Non-Influence and Non-Collusion Affidavit (Appendix B)
- E-Verify Affidavit (Appendix C)
- References* (Appendix D)
- Acceptance of County' Standard Agreement**, as below: (Appendix E)
 - Professional Services Agreement (Sample provided)
 - Construction Services Agreement (Sample Provided)
 - Architectural & Engineering Services Agreement (Sample Provided)
 - Other: Cherokee County Standard Terms & Conditions of Purchase
- Certification Regarding Debarment, Suspension, and Other Responsibility Matters Primary Covered Transactions (Appendix F)
- Contractor's License Certification (Appendix G)
- Bonds Requirements **if the price bid > \$100K**
 - Ability to Provide Performance, Labor & Matl. Payment Bond (Appendix H)
 - Bid Bond (See Appendix I)
- Evidence of/ability to provide Insurance at the limits identified herein,***
- Certifications, Licenses or Registrations as required by law and/or as requested
- Pricing on Proposer's Company Letterhead
- Pricing on included pricing form
- Contractor's Qualifications Statement (Appendix J)
- Added Terms to Construction Service Agreement (Attachment)
- Substitutions Proposed: See Instructions Standard Solicitation Terms****, Item 9
- Any other requirements as requested under the scope of work

Notes:

*The County reserves the right to contact not only those references provided, but may also use previous performance for the County, other contacts it identifies and other sources of information believed to be viable to evaluate capability, viability, and performance.

**If Acceptance of County's Standard Agreement is checked, all work/items defined herein are to be quoted according to these requirements. Copies of these agreements can be located at the County's Procurement web page.

***Insurance levels requested are those identified in the County's Procurement webpage <https://www.cherokeega.com/Procurement/Procurement-Terms-Conditions/>

****Standard Solicitation Terms Refer to Cherokee County Standard Solicitation Terms and Conditions.

EVALUATION CRITERIA:

Bids/Proposals that contain options or additive work above and beyond the base bid will be evaluated financially according to the criteria described in the solicitation. However, should the use of options or additive work proposed exceed the County budget, the County retains its rights to address such situations as described in its Standard Terms For Bid and Proposal Solicitation as well as the right to award based on the base bid only or the base bid plus quoted additive work that is within its budget.

Bids determined to be Responsive and Responsible will be ranked based Bid Form Criteria.

OR

Proposals determined to be Responsive and Responsible will be evaluated on the following criteria:

30%	Price
50%	Technical
5%	Service
15%	Delivery
100%	TOTAL

For price, service, and delivery, both trucks will be scored collectively. For the technical scoring, each truck will have a maximum of 25 points available.

1. **Technical (50%):** Engine must meet the minimum current NFPA standards to be considered responsive.

- Vendor shall provide documentation to evaluate design and quality of engine.
- Vendor shall provide documentation on sound apparatus design and well-made products that are consistent with internal controls and customer specifications via a 3rd party compliance or with internal documentation.
- Vendor shall provide documentation of certified trades including welders, electricians, etc.
- Vendor shall provide detailed information on all exceptions to the specifications including cost savings associated with the change(s).
- Vendor to provide detailed information that demonstrates that the cab meets or exceeds all standards for crashworthiness.
- Vendor shall provide detailed quality program information and/or ISO Certificate.
- Vendor should address the entire Quality Process to include at a minimum the Design, Order Acceptance, Specification Control, Procurement to the Specifications, Supplier Verification of Conformance to Purchased Part Specifications, Management Responsibility, and Document Control, Manufacturing Control, Final Testing, Third Party Process Control and Final inspection of the engine.
- Ability to meet specifications.

2. Service (5%):

- Vendor shall provide service center location address and distance from Cherokee County's Fleet Department located at 421 Chattin Drive, Canton, Georgia 30115.
- Vendor shall provide information on their ability to provide on-site service and response time from time service is requested for both critical and non-critical issues with a goal of a 48 hour response time.
- Vendor shall provide resume(s), qualifications, and certifications on their Emergency Vehicle Technician (EVT) certified service personnel.
- Vendor shall provide warranty information.
- Vendor shall provide evidence of Garage Keepers Insurance
- Vendor shall provide a sample service agreement.

3. Delivery (15%): The County considers delivery to be an important factor.

- The Proposer shall provide information on their ability to deliver the completed unit and provide their time schedule of completion from NTP and order.
 - It is not required that engines be delivered at the same time.
 - If delivery of one or more engines is available earlier than others, vendors should provide timing of such delivery on each engine.

References may be contacted should the evaluation team deem them necessary.

Proposals will be scored on the above evaluation criteria. Failure to provide information necessary to evaluate proposal, may result in a lower scoring proposal.

The County reserves the right to reject the bid of any vendor who has previously failed to perform properly or complete on time contracts of a similar nature, or who upon investigation shows is not in a position to perform the contract.

HOW AND WHERE TO SUBMIT BIDS AND PROPOSALS:

The County has two methods for receiving bids and proposals that are mutually exclusive; either electronically or by physical receipt. The box with the "X" below indicates how and where bids and proposals are to be submitted. The County will NOT accept proposals by fax, or e-mail unless authorized, in writing, by the Procurement Director. The solicitation submission deadline will be strictly enforced; no late bids/proposals will be accepted for any reason, please plan accordingly.

A. Electronic Submissions Only:

Bids and Proposals are to be submitted electronically ONLY to BidNet Direct. Physical copies are not to be submitted unless approved in advance by the Purchasing Director.

Proposals and all requested documentation to be provided electronically should in the Adobe Portable Document Format (PDF) as ONE file unless otherwise indicated in these solicitation

instructions. Documents provided in response to this solicitation are to be named according to the following naming convention:

- a. [Solicitation Number]_[Vendor Name]_[Document Type]
Example: "2017-111_ABC Company_Proposal"

QUESTIONS/ADDENDA:

Only written inquiries will be permitted during the solicitation period. **Questions are to be submitted via BidNet Direct** for this solicitation no later than the date and time indicated in the Schedule, as may be amended. Answers will be posted via formal Addendum and only released as part of the solicitation documents on BidNet Direct. All interested parties are instructed to monitor BidNet Direct on a regular basis throughout the solicitation period. The final date for posting of Addenda is per the Schedule, as may be amended.

STATEMENT OF WORK AND / OR SPECIFICATION LOCATED ON THE NEXT PAGE

STATEMENT OF WORK AND / OR SPECIFICATION:

Cherokee County Fire & Emergency Services is seeking to purchase one (1) seventy-five foot aerial apparatus meeting the specifications provided and one (1) mid-mount platform apparatus meeting the specifications provided.

Vendors must bid on both the seventy-five foot aerial and the mid-mount in order to be considered for this RFP. The County will award both apparatus to the same vendor.

SPECIFICATIONS:

The following are the specifications for the Aerial Apparatus and the Mid-Mount Platform Apparatus. For every specification, if the apparatus your company is proposing meets the full outlined specification so indicate in the "Yes" column. For every specification, if the apparatus your company is proposing does NOT meet the FULL outlined specification, so indicate in the "No" column. Further, for any "No" specification, a detailed specification of the alternate/substitute item must be included and easily found in the proposal.

- Seventy-Five Foot Aerial Apparatus specifications are in the attached files:
 - CCFES 75 Ladder Truck.xlsx
 - Equipment Specification List.xlsx

- Mid-Mount Platform Apparatus specifications are in the attached file:
 - Cherokee County Fire Mid-Mount Truck Specs.xlsx
 - Equipment Specification List.xlsx

END OF STATEMENT OF WORK/SPECIFICATION

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**PURCHASE OF (1) SEVENTY-FIVE FOOT AERIAL APPARATUS AND
(1) MID-MOUNT PLATFORM APPARATUS**

*PRICING FORM***Price for 75-foot Aerial Truck:** _____

Discount for pre-payment: _____

Amount of pre-payment required for discount: _____

Estimated Delivery (assuming PO issued 4/18/2024): _____

Equipment Option 1: In addition to the cost of the seventy-five foot aerial, please provide a cost to include all equipment as stated on the "Equipment Specification List.xlsx". If option 1 is used, Fire will allow for an allowance for mounting the equipment.

Equipment price: _____

Equipment Mounting Allowance: \$10,000

Equipment Option 2: An allowance of \$35,000 to be used at the discretion of the County for equipment mounting. Please do not quote this allowance in the pricing of the aerial above. Should Equipment Option 2 be selected, the County will add this allowance to the cost of the aerial. Option 2 is for the mounting of equipment only and does not include purchasing any of the equipment.

Price for Mid-Mount Platform: _____

Discount for pre-payment: _____

Amount of pre-payment required for discount: _____

Estimated Delivery (assuming PO issued 4/18/2024): _____

Equipment Option 1: In addition to the cost of the mid-mount platform, please provide a cost to include all equipment as stated on the "Equipment Specification List.xlsx". If option 1 is used, Fire will allow for an allowance for mounting the equipment.

Equipment price: _____

Equipment Mounting Allowance: \$10,000

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**PURCHASE OF (1) SEVENTY-FIVE FOOT AERIAL APPARATUS AND
(1) MID-MOUNT PLATFORM APPARATUS**

PRICING FORM – CONTINUED

Equipment Option 2: An allowance of \$35,000 to be used at the discretion of the County for equipment mounting. Please do not quote this allowance in the pricing of the mid-mount above. Should Equipment Option 2 be selected, the County will add this allowance to the cost of the mid-mount. Option 2 is for the mounting of equipment only and does not include purchasing any of the equipment.

DATE: _____

Bidder: _____
(Company Name)

By: _____

Title: _____