



**REQUEST FOR QUOTE
SOLICITATION #1920-23**

GENERAL TERMS, CONDITIONS AND SPECIFICATIONS FOR:

**EQUIPMENT AND LIGHTING TO OUTFIT TWO (2)
2020 FORD POLICE EXPLORER INTERCEPTORS**

ISSUED: January 29, 2020

QUOTES DUE: 2:00 PM FEBRUARY 12, 2020

**LT. JASON NORTON, POLICE FLEET MANAGER
URBANA POLICE DEPARTMENT
400 S VINE ST
URBANA, IL 61801**

PHONE: 217.384.2358

EMAIL: nortonjd@urbanaininois.us

GENERAL TERMS AND CONDITIONS

1. Request for Quote

The City of Urbana Police Department is seeking quotes for the purchase of specific police equipment to outfit two (2) Ford Police Explorer Interceptors. Vendors must submit a completed quote by 2:00 PM February 12, 2020.

2. Intent

The City intends to accept one (1) quote from a qualified and responsible vendor for the police squad car equipment listed under **Specifications** for the purpose of outfitting two (2) 2020 Ford Police Explorer Interceptors herein, and accordingly is furnishing herein a set of specifications by which such quotes shall be judged.

However, the City reserves the right to determine the acceptability or unacceptability, or to reject any subpart and/or all quotes, or to negotiate the effects and costs of any such quotes prior to reaching a decision on the awarding of Contract.

3. Contact Person

Lt. Jason Norton, Police Fleet Manager
Urbana Police Department
400 S Vine St
Urbana, Illinois 61801
217.384.2358
nortonjd@urbanaininois.us

4. Meeting Specifications

The terms, conditions and specifications included in this package describe what the City thinks are necessary to meet the performance requirements of the City, and shall be considered the minimum standards expected of the Vendor. The City shall require all Vendors to fully comply with the specifications.

The City reserves the right to determine the acceptability or unacceptability of any and all quotes.

5. Investigation by Potential Vendor

It shall be the responsibility of the Vendor to thoroughly read and understand the information, instructions, and specifications. Vendors are expected to fully inform themselves as to the conditions and requirements of the services to be provided. Failure to do so is at the Vendor's own risk. No plea of error or plea of ignorance by the Vendor of conditions that exist or that may hereafter exist as a result of failure or

omission on the part of the Vendor to make the necessary examinations and investigations will be accepted as a basis for varying the requirements of the City. The City will assume that submission of a quote means that the Vendor has familiarized itself with the conditions and requirements and intends to comply with them unless specifically noted otherwise.

6. Format for Submissions

A properly prepared quote shall consist of:

1. Price Quotation Sheet listing all the equipment and related model or part number, the quantity of the equipment, individual price and total price for all the material listed at the bottom of the quote.

7. Quote Delivery Procedures

Sealed quotes shall be delivered to the Urbana Police Department, 400 S Vine St, Urbana, Illinois, 61801 no later than 2:00 PM February 12, 2020. Sealed envelopes should be clearly labeled "Police Equipment for Ford SRO Explorer Interceptors" with the Vendor's name and address. If sent by mail, the sealed envelope containing the quote must be enclosed in another envelope addressed to the City at the location stated in this paragraph.

Quotes arriving after the above specified time, whether sent by mail, courier, or in person, shall not be accepted. These quotes will either be refused or returned unopened. It is the Vendor's responsibility for timely delivery regardless of the methods used. Mailed quotes which are delivered after the specified time will not be accepted regardless of the postmarked date or time on the envelope. Facsimile ("fax") machine transmitted quotes shall not be accepted.

8. Withdrawals; Declinations

A written request for the withdrawal of a quote will be granted if the request is received by the Police Fleet Manager prior to the specified time of opening. However, after a quote is opened, it will be binding for a period of thirty (30) calendar days.

9. Non-Acceptance of Quotes

No quote shall be accepted from, or Contract awarded to, any person, firm, or corporation that is in arrears or is in default to the City upon any debt or contract, or that is a defaulter, as surety or otherwise, upon any obligation to the City, or has failed to faithfully perform any previous contract with the City.

10. Quote Opening Procedures

The opening of all quotes shall commence immediately after the stated due date and time above, at the Urbana Police Department, 400 S. Vine St, Urbana, Illinois and the names of all Vendors and their quotes shall be publicly read. All potential Vendors and the public may attend the quote opening. The City shall then take all quotes under review. The City will render a decision within fifteen (15) working days after the opening of quotes.

11. Competency of Vendors

The opening, reading or posting of quotes shall not be construed as acceptance by the City of the Vendors as being qualified, responsible candidates. The City reserves the right to determine the competence and financial and operational capacity of any Vendor. Upon request of the City, the Vendor shall furnish evidence as may be required by the City to evaluate its ability and resources to accomplish the services required by the specifications herein. The City shall unequivocally be the sole and final judge of such competency, and its decision shall be final and not subject to recourse by any person, firm, or corporation.

12. Post Selection Documentation

The selected Vendor will be required to submit the following forms supplied by the City:

1. Equal Employment Opportunity Workforce Statistics Form (if quote exceeds \$10,000.000)
2. Purchasing Certification Form
3. IRS Form W-9

13. Equal Employment Opportunity

The Equal Employment Opportunity Workforce Statistics Form (attached) must be completed and submitted with the quote if the quote exceeds \$10,000.00. During the term of this Contract, the Vendor shall comply in all respects with the Equal Employment Opportunity Act. The Vendor shall have a written equal employment opportunity policy statement declaring that it does not discriminate on the basis of race, color, religion, sex, national origin, disability, or age. Findings of non-compliance with applicable State or Federal equal employment opportunity laws and regulations may be sufficient reason for revocation or cancellation of this purchase.

14. Non-Collusion

In submitting this quote, the Vendor declares and warrants that the only persons or parties interested in the quote as principals are those named herein; and that the quote is made without collusion with any other person, firm or corporation.

15. Payments

The Contractor will be paid for all products properly rendered within thirty (30) days of receipt of an invoice by the City. All amounts on the Price Quotation Sheet shall be listed in whole U.S. dollars.

All blanks on a fillable pdf Price Quotation Sheet must be correctly filled in. Use of a computer or typewriter to fill in the price quotation sheets is strongly encouraged. Neatly handwritten price quotation sheets are acceptable provided they are clear, legible, and in black ink. The City cannot and will not be responsible for quote submissions or Price Quotation Sheets that are illegible or unintelligible. All forms requiring signatures must be properly signed in ink in the proper spaces

16. Schedule

The selected vendor shall deliver all of the specified equipment to the Urbana Police Department, 400 S Vine St, Urbana, Illinois 61801 no later than thirty (30) days upon the awarding of the quote. The Police Department and Vendor may enter in to an agreement that may extend the delivery time for unforeseen or extenuating circumstances. Regardless, this extension will not exceed 60 days from the original date that the quote is awarded to the vendor. The Police Department reserves the right to change the delivery location based.

SPECIFICATIONS

1. Number of Units

The City is requesting quotes for the purchase of specific police equipment to outfit two (2) Police Ford Police Explorer Interceptors. The specific equipment is listed below. Your quote of the below equipment should be doubled to reflect the amount to outfit both Police Interceptors.

2. Equipment Requirements

- Antennas:1 VHF 1/4 Wave, 1 800Mhz Low Profile
- Console: 2020+ Ford Police Interceptor® Utility Low Profile Console Box with Cup Holder, Rear Armrest, and Mongoose® Kit Item #7170-0734-04

- Whelen Cencom Sapphire CCSRN36 Siren/Light Controller with Rotary Knob Control Head
- Interior Lightbar: Custom Fit for 2020 Ford PIU with Dual Color Light heads, RED/White Driver Side Blue White Passenger Side With All White Over Ride
- Rear Light: Universal Fit 6 Head Minimum with Dual Color Each head, RED/Amber Driver Side, Blue/Amber Passenger Side
- Grill Lights: 1 Red/1 Blue
- License Plate Lights: Rear Mounted by Necessary Bracket, 1 Red, 1 Blue
- Rear side Cargo Window Light heads: 1 Red, 1 Blue
- Dual 100 Watt Speakers with brackets to fit in the grill
- Mirror Lights: Puck Style light heads mounted below mirrors, All wires must be inside the Factory boot between door and body
- Pro-Gard Partition system to include: Front Space Saver With Single Sliding Poly Window PRPSP4704UINT20A
- Rear Poly Window Cargo Barrier with Plastic Transport Seat, and outboard Seat Belt Kit
- Window Barrier kit for both rear door windows, for use with Factory Door Skins
- Havis 2020 Ford Interceptor Utility Mount for Havis Universal Storage Box C-SBX-101-KIT-5
- Kit to adapt Pro-Gard Cargo Barrier to Havis universal storage box SBX-5005-PROKIT
- Havis Charge Guard

- Motorola XTL1500 console radios (these can be refurbished)
- Big Sky Racks: Rifle Rack ELS-270-A/KIT AR15/30/KIT SC-LOCK-A/ELS-RB/ELS
- Tiger Tough Tactical Seat Cover: PIU Driver Bucket Black Iron weave (Driver seat only)
- Magnetic Mic Microphone Holder (1 per car)

3. Warranty

Standard factory warranty if applicable.

City of Urbana, Illinois

Price Quotation Sheet for Police Equipment to outfit
two (2) Ford Police Explorer Interceptors

Company Name: _____ Phone
Number: _____

Contact Person: _____ Address: _____

Signature: _____ City, State, Zip: _____

Date: _____

Price quotation	\$
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