

The Little Rock Municipal Airport Commission

Invitation to Bid

January 13, 2012

**2012 Crew Cab, 4WD Truck, White
2 (Two) 2012 Crew Cab, 4WD Trucks, Silver/Gray
2012 SUV, 4WD, White**

**Due Date: Monday, January 23, 2012
Time: 2:00 P.M.
Location: Little Rock National Airport
Commission Office**

I. Invitation

The Little Rock Municipal Airport Commission (Commission) is inviting responses to this Invitation to Bid (ITB) seeking a qualified firm (Bidder) to provide a 2012 Crew Cab, 4WD White Truck, Two (2) 2012 Crew Cab 4WD Silver/Gray Trucks and a 2012 4WD White SUV. Bids are due Monday, January 23, 2012 at 2:00 PM in the Commission office of Little Rock National Airport.

II. Schedule

The following is an anticipated schedule. The Commission reserves the right to modify any part of this schedule.

ITB Publish Date	Friday, January 13, 2012
ITB Response Due Date	Monday, January 23, 2012
Award Date	Friday, January 27, 2012

III. 2012 Ford F-250 Crew Cab 4WD or Chevy/GMC Equivalent truck Specifications

The following 2012 Ford F-250 Super Duty Truck specifications are required:

1. XLT
2. Crew Cab
3. 4X4
4. Power Equipment Group
5. Integrated Trailer Brake Controller
6. Snow Plow Package
7. Electronic Shift on the Fly
8. All Weather Floor Mats
9. Delete Carpet
10. Rapid Heat Supplemental Cab Heater
11. Upfitter Switches
12. Ingot Silver Metallic
13. Transfer Case and Fuel Tank Skid Plates
14. 14,000 lb. Trailer Hitch Receiver
15. 6.7L (B20 Cable) Diesel
16. Heavy Duty 6 Speed Automatic Transmission
17. Exterior Backup Chime
18. 6-3/4' Box
19. Must be able to be converted to CNG fuel for bi-fuel operation
20. Keys: Four (4) per vehicle
21. Blue tooth compatibility

IV. 2012 4WD White SUV Ford Expedition XLT or Chevrolet Tahoe with Equivalent Specifications

The following 2012 Ford 4WD Expedition XLT or equivalent specifications are required:

1. 4X4
2. Gasoline 310 Horsepower
3. Integrated Trailer Brakes
4. White with Beige or Brown interior
5. Dual Alternators
6. Heavy Duty 6 Speed Auto Transmission
7. Factory Carpet and Floor Mats
8. Transfer Case and Fuel Tank Skid Plates
9. Bumpers: front and rear
10. Front and Rear Air Conditioning, factory installed
11. Battery: maintenance free
12. Cooling System: heavy duty, including heavy-duty radiator, heavy duty fan, and factory installed coolant recovery system. Anti-freeze: service to -29°C (-20°F) or lower
13. Glass: manufacturer standard tinted glass in all windows, with a minimum of four (4) windows capable of being opened
14. Inside hood latch control
15. Insulation: top, including full length headliner; sides, including trim panels, trim items may be dealer installed if equivalent in quality to type offered by vehicle manufacturer
16. License plate brackets, front and rear
17. Operator's manual
18. Power Windows and Power Door Locks, factory installed
19. Brakes: power, ABS, factory installed
20. Power Steering, factory installed
21. Radio: Factory installed in dash AM/FM/CD
22. Seats: Eight (8) passenger, with factory installed 2nd row folding center and a 3rd row detachable seat, from manufacturer's standard materials to blend with vehicles exterior color
23. Shock Absorbers: Manufacturer's recommendation for vehicle as equipped
24. Tires: Five (5) radial, size and load range recommended by manufacturer for vehicle as equipped
25. Wheelbase: Minimum of 130"
26. Keys: Four (4) per vehicle
27. Tilt Steering Wheel
28. Windshield Washer with multi-speed wipers and rear window wiper with washer
29. Must be able to be converted to CNG fuel for bi-fuel operation

V. Additional Equipment

The three (3) 4x4 Crew Cab Trucks must have the following equipment installed upon delivery. (Do not include with SUV)

- Avionics Radio: ICOM Radio, Model IC-A110, including external speaker, internal speaker and antenna. Suggested Supplier: Action Communications
- Maintenance Radio (UHF): Vertex Standard, Model VX5500U with remote head and antenna. Suggested Supplier: Action Communications
- Police Radio (800 MHz): Motorola, Model XTL2500, Part number M21URM9PW1AN. This radio is under contract with Grace Communications and MUST be installed by Grace Communications. Grace Communications will provide the successful bidder with the necessary forms.
- Light Bar: Federal Signal, Model 454202-02SC. Suggested Supplier: Grainger, Part number 3UKY1
- The successful bidder will be provided with the wiring diagram for the radios.

VI. Respondent Qualifications

Respondents shall meet the following requirements for submission;

- A minimum of 3 years sales and service as an authorized dealer.
- Ability to provide all maintenance and warranty service.

VII. Bidding Procedure

Please submit your bids by line item per vehicle including delivery on the Bid Sheet (Attachment C) attached. Bids will only be accepted in this format.

Please note that the Airport reserves the right to award by line item on any bid.

ALL VEHICLES MUST BE DELIVERED WITH THE CNG CONVERSION PACKAGE INSTALLED AND CERTIFIED BY APRIL 30, 2012.

VIII. Selection Procedure

The selection panel is composed of the standing Lease/Consultant Selection Committee of the Commission or may be comprised of Airport staff, if so delegated by the Committee. The selection panel will evaluate the bids received from each Bidder to make a selection based on the selection criteria stated in Article VII.

The Commission reserves the right to reject any or all bids, to waive minor formalities and technicalities in any submission, to solicit new submissions, or to accept any submission which is deemed to be more advantageous to the patrons of the Airport and the City of Little Rock.

IX. Disclosure of Information

Pursuant to Arkansas statute, all information contained in any submitted bid, request for proposal, or request for qualifications document to the Commission will be available for public review upon Freedom of Information Act (FOIA) request. All Respondents are hereby advised that any information that they may consider to be confidential or proprietary and would give a competitive advantage if disclosed, should be identified, along with a statement as to whether or not a claim of confidential or proprietary privilege is being asserted. If such information is later sought by a FOIA request, the Respondent will be allowed to justify its claim of privilege and the Commission will assess the validity of said claim in advance of any release.

X. Submission Requirements

Respondents shall submit one copy of their response marked **“Original”**. Response shall be SEALED in an opaque envelope marked: **ITB – Trucks and SUV; DO NOT OPEN.**

DELIVER TO:

Mr. Elwin D. Jones
Manager – Purchasing
Little Rock National Airport
One Airport Drive
Little Rock, AR 72202-4489
Subject: ITB Response

1. All Submissions shall be received no later than 2:00 P.M., Monday, January 23, 2012. Late responses will not be accepted. All Bidders using an overnight service to deliver your bid should notify the Airport by email (ejones@fly-lit.com) with shipper name and all tracking information at the time of shipment.
2. The Non-Collusion Affidavit (Attachment A) shall be included in each Respondent’s sealed submission to constitute a complete submission package and shall be used in the determination of a Respondent being responsible and responsive.

3. In the event a contract is entered into pursuant to this ITB, the respondent shall not discriminate against any qualified employee or qualified applicant for employment because of race, sex, color, creed, national origin or ancestry. The respondent must include in any and all subcontracts, a provision similar to the above.
4. Any ambiguity in any Statement as a result of omission, error, lack of clarity or non-clarity by the respondent with this ITB, instructions, and all conditions of the submission shall be constructed in the light most favorable to the Commission.
5. Bids submitted will remain firm for 90 calendar days from bid opening date; however, the prices may remain firm for a longer period of time if mutually agreeable between bidder and the Commission.
6. In the event of two or more identical low bids, the contract may be awarded arbitrarily or for any reason to either of the low bidders or split in any proportion between them at the sole discretion of the Commission.
7. All documents submitted in connection with this ITB will remain the property of the Commission.
8. The Signature Page (Attachment B) shall be signed as required and included in each Respondent's sealed submission to constitute a complete submission package and shall be used in the determination of a Respondent being responsible and responsive.
9. Bidder is required to be familiar with and in compliance with all Federal, State, and Local laws, ordinances, and regulations, applicable to parties doing business with governmental entities, including, but not limited to, Ark. Code Ann. Section 14-47-137.
10. The Commission reserves the right to reject any and all bids, to waive minor formalities and technicalities in any bid, or to solicit new bids or to accept any bid which is deemed to be more advantageous to the users of the Airport or the City of Little Rock.
11. The bid protest procedure may be accessed at www.fly-lit.com, section About Us, Document Downloads.

To be considered as a responsible and responsive bidder, each submission shall complete all sections and attachments which are part of this Invitation To Bid.

XI. Questions

If discrepancies or omissions in this document are found by any prospective Respondent, or if there are ITB related questions, a written request for clarification or interpretation must be submitted to:

Elwin D. Jones
Manager – Purchasing
Little Rock National Airport
One Airport Drive
Little Rock, Arkansas 72202
ejones@fly-lit.com

Attachments

- A – Non-Collusion Affidavit
- B – Signature Page
- C – Bid Sheet



**Attachment A
NON-COLLUSION AFFIDAVIT**

_____ deposes,
(Name) (Title)

and says that... _____
(Name of Company or other form of business)

Has not, either directly or indirectly, entered into any contract or participated in any collusion or otherwise taken any action in restraint of free competition in connection with the bid leading to the foregoing agreement or in connection with the agreement.

That the bid leading to this agreement has been independently arrived at without collusion with any other bidder or any other competitor or potential competitor.

That the bid leading to this agreement has not has not been knowingly disclosed prior to the opening of bid to any other bidder or competitor.

That no attempt has been made to induce any other person or Company to submit or not to submit a bid which may have led to this agreement.

The above statement is accurate under penalty of perjury.

(Signed)

Subscribed and Sworn to before me

This ____ day of _____, _____ Year

Notary Public

My commission expires _____ Year



Attachment B
SIGNATURE PAGE

Each individual executing this bid on behalf of a Respondent represents and warrants that he/she has been authorized to do so by the Board of Directors or other concerned parties who have an interest in the business.

Each individual executing this bid certifies with their signature below that the information contained in the Bid Response is true and accurate to the best of their knowledge

I affirm that I have read and understand all the provisions set forth in this ITB invitation. I, the undersigned, guarantee our Response meets or exceeds specifications contained in the ITB document. Our firm will comply with all provisions and conditions as specified. All requested information has been submitted as requested.

BUSINESS OR CORPORATION NAME

BY: _____

TITLE: _____

DATE: _____



**Attachment C
BID SHEET**

<u>TRUCK</u>	<u>BID PRICE EACH</u>
4WD Crew Cab Truck White Including Delivery Make: _____ Model: _____	
CNG Conversion Package	
Radios & Installation	
TOTAL FOR ABOVE	
4WD Crew Cab Truck Silver/Gray Including Delivery Make: _____ Model: _____	
CNG Conversion Package	
Radios & Installation	
TOTAL FOR ABOVE	
4WD SUV White Including Delivery Make: _____ Model: _____	
Conversion Package	
TOTAL FOR ABOVE	