



REQUEST FOR QUOTATION

QUOTE NUMBER: Q10.043

The Number Must Appear On All Quotations and Related Correspondence.

Quotation must be received **NOT LATER THAN 1:30 PM**, on **May 17, 2010** at the office of the Purchasing Director, 3rd Floor City Hall Bull & Bay Streets, Savannah, Georgia.

Address Reply To: Barbara Hayes, Buyer, 912-651-6426

Mail to: P.O. Box 1027 Savannah, GA 31402

Fax to: 912-651-6855

Email to: barbara_hayes@savannahga.gov

NAME OF BIDDER: _____

STREET ADDRESS: _____

CITY, STATE, ZIP CODE: _____

PHONE: _____ FAX: _____

EMAIL: _____ FED TAX ID #: _____

INDICATE MINORITY OWNERSHIP STATUS OF BIDDER (FOR STATISTICAL PURPOSES ONLY):

CHECK ONE:

_____ NON-MINORITY OWNED

_____ AFRICAN AMERICAN

_____ HISPANIC

_____ ASIAN AMERICAN

_____ AMERICAN INDIAN

_____ OTHER MINORITY

_____ WOMAN

The undersigned proposes to furnish the following items in strict conformance to the specifications and Request for Quote issued by the City of Savannah for this quote. Any exceptions must be clearly marked in the attached copy of specifications:

ITEM NO	DESCRIPTION	MANUFACTURER & MODEL NO	MONTHLY PER VEHICLE	EST QTY		ANNUAL TOTAL
1	MOTORCYCLE LEASE- 12 MONTH TERM RENEWABLE ANNUALLY FOR 60 MONTHS – per specs below			6 EA	X 12 months	

ITEM NO	DESCRIPTION	ANNUAL COST PER VEHICLE	EST QTY	ANNUAL TOTAL
2	FULL SERVICE ANNUAL MAINTENANCE AGREEMENT – per specs below		6 EA	

TOTAL BID \$ _____

PAYMENT TERMS: PLEASE CHECK ONE AND FILL IN BLANKS

(Minimum of 10 working days must be allowed for discount to be considered in bid award)

____ Less ____% ____Days Prompt Payment Discount (if offered)

(_____)

____ Net - 30 Days

(no discount offered)

- 0 -

TOTAL NET BID

\$
=====

OPTION #1 – COST FOR OUTRIGHT PURCHASE OF ONE (1) MOTORCYCLE

\$ _____

TIME REQUIRED FOR DELIVERY AFTER RECEIPT OF ORDER: _____DAYS

Please Print Name

Authorization Signature

Date

CONFIRM RECEIPT OF ANY ADDENDA ISSUED FOR THIS BID:

ADDENDUM _____**#**
DATE _____

Request for Quotation Instructions

1. All shipments are to be F.O.B. Savannah, GA unless exception is so noted.
2. Quotations subject to terms set forth herein, are requested on the following list of materials, supplies or services.
3. Please quote on this sheet in spaces indicated.
4. Quotes for materials, supplies, vehicles, and/or equipment must be accompanied by Brochures, or copies of detailed factory specifications, ratings, technical data, including accurate descriptions of the exact materials, supplies, vehicles and/or equipment for which bids are made.
5. All information required by request for quotation must be complete to constitute a proper bid.
6. The City of Savannah is exempt, by law, from any and all federal and state taxes. Do not include taxes in your quotations. Tax exemption number is **025-813-7809**. Exemption certificate will be provided upon request.

7. Price Protection Period of ninety (90) days for all items desired from date of bid opening. Vendors are advised that prices in effect at time of bid shall apply and not be subject to revision at time of shipment.
8. The City reserves the right to split this award by line item if deemed to be in its best interest.
9. Minority/Women Business Enterprise (MWBE) Policy: It is the policy of the City to provide minority and women owned business enterprises with equal opportunity for participating in selling goods and services to the City of Savannah.
10. **Local and MWBE Vendor Preference:** Bids will be evaluated in accordance with the City's Local and MWBE preference ordinance Section 2-4063 of Article E of the Code of the City of Savannah.
11. **Contractor Affidavit and Agreement:** As required under Senate Bill 529 – “Georgia Security and Immigration Compliance Act” of 2006, O.C.G.A. Section 2, Article 3 13-10-91, public employers, their contractors and subcontractors are required to verify the work eligibility of all newly hired employees through an electronic federal work authorization program. The Georgia Department of Labor has added a new Chapter 300-10-1, to the Rules and Regulations of the State of Georgia. (See http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf.) The new rules designate the “Employment Eligibility Verification (EEV) Basic Pilot Program” operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security as the electronic federal work authorization program to be utilized for these purposes. The EEV/Basic Pilot Program can be accessed at: <https://e-verify.uscis.gov/enroll/StartPage.aspx?JS=YES>. Bidders shall comply with this new rule and submit with your bid the attached “Contractor Affidavit and Agreement O.C.G.A. § 50-36-1, requires Georgia’s cities to comply with the federal **Systematic Alien Verification for Entitlements (SAVE) Program**. SAVE is a federal program used to verify that applicants for certain “public benefits” are legally present in the United States. Contracts with the City are considered “public benefits.” Therefore, the successful bidder will be required to provide the Affidavit Verifying Status for City of Savannah Benefit Application prior to receiving any City contract. The affidavit is included as part of this bid package but is only required of the successful bidder.

THIS IS NOT AN ORDER

SPECIFIC SPECIFICATIONS

- 1.0 The purpose of these specifications is to describe the requirements for motorcycle leasing for the Savannah Chatham Metro Police Department.
- 1.1 **Police motorcycles**
- 1.2 Acceptable models: Harley-Davidson FLHP Road King or equal
- 1.3 Police package
- 1.4 Ground clearance: 5 inch minimum
- 1.5 Engine: Fuel injection 1500 cc OHV min with EFI 86 ft/lbs torque min
- 1.6 Transmission: 6-speed
- 1.7 Brakes: ABS disc front and rear (dual front if applicable)
- 1.8 Electrical system: 12 volt system with charging capability to support bike and all emergency lights and equipment
- 1.9 Switches for pursuit lights and siren – light and siren packages will be installed by

the City

- 1.10 Gauges: certified analog speedometer (0-120 mph), analog tachometer
- 1.11 Saddlebags: Law enforcement type water resistant fiberglass saddlebags with speed latches
- 1.12 Color: White
- 1.13 The lease shall allow the City to provide and install strobe lights, markings and other optional equipment as required.
- 1.14 Value and condition of vehicle at end of lease must be stipulated at lease inception. Possible charges or deductions to vehicle value must be clearly defined at lease inception
- 2.0 Bidders should submit pricing based on the lease for a term of 12 months with unlimited mileage renewable annually up to five years. Add the end of each 12 month period, the City will turn in the vehicles to be replaced with new vehicles if the lease is renewed for the succeeding year.
- 2.1 Bidders should submit the cost of a full service annual maintenance agreement for the equipment.
- 2.2 Full maintenance shall include:
 - All scheduled planned maintenance on a quarterly basis
 - Tune-ups as required by manufacturer
 - Wear parts as required
 - Repairs due to normal use and wear
- 2.3 Lessor should supply costs of each routine maintenance function which must be performed at their location.
- 2.4 Repair of damages due to negligence, abuse or accident will not be included in maintenance program.
- 3.0 The City of Savannah is self insured. As such the city will provide all insurance coverage for these vehicles.
- 3.1 If motorcycle is damaged in an accident, it becomes the City's option to determine if the vehicle is repaired, replaced or cash value paid to owner. Cash value will be based upon wholesale market value for its condition as listed in the most current NADA guide.
- 4.0 **Optional Pricing:** Bidders are asked to provide optional pricing for the outright purchase of one (1) motorcycle per the specifications above.
- 4.1 **Basis of Award:** This contract will be awarded to the vendor that offers the lowest net price to the City, and who meets or exceed all specifications herein.

- 4.2 This is an annual contract and prices are to be held firm for a period of one (1) year (12 months). This contract may be renewed for four (4) additional one (1) year periods at the same terms and conditions upon mutual agreement of the contracting parties.
- 5.0 General Specifications:
- 5.1 Only those bids received from actual vehicle dealerships will be acceptable. No bids from vehicle brokers will be considered.
- 5.2 No dealer advertising to be on vehicles.
- 5.3 The successful vendor is responsible for applying for all Georgia tags and titles and all associated fees. These should be considered in vendor's bid price.
- 5.4 All prices bid must be F.O.B. Savannah locations with all delivery charges included.
- 5.5 The total order of vehicles must be accompanied by two (2) copies of complete parts, shop repair, and operator's manuals (hard copy or CD are acceptable). The parts manuals must show all component parts including, but not limited to, component assemblies and their substitute components identified by manufactures part number. Any component or sub-assembly not manufactured by the O.E.M must be identified including the name of the manufacturer of said component and said manufacturer's part numbers and nomenclature. All parts information must be specific to the unit delivered to the City.
- 5.6 All shop repair manuals will include, but not be limited to the following:
- Complete disassembly instructions, adjustment and replacement procedures, wiring diagrams, hydraulic schematics (where applicable), hose routing, location and function of sensors, time standards where available and trouble-shooting guide.
- 5.7 All vehicles must be accompanied by a factory recommended preventive maintenance schedule including procedures, time hours mileage intervals, replacement part numbers, and fluid specifications.
- 5.8 Invoices should be sent to the following address:
- City of Savannah
Vehicle Maintenance
6900 Sallie Mood Drive
Savannah, GA 31406
- 5.9 Vendor is responsible for determining and acknowledging any addenda issued in connection with this solicitation.

CONTRACTOR AFFIDAVIT AND AGREEMENT

Employment Eligibility Verification

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Savannah has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Savannah, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Savannah at the time the subcontractor(s) is retained to perform such service.

EEV / Basic Pilot Program* User Identification Number

BY:

Contractor Name

Date

Signature of Authorized Officer or Agent
Agent

Printed Name of Authorized Officer or

Title of Authorized Officer or Agent of Contractor

*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

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Affidavit Verifying Status for City of Savannah Benefit Application

By executing this affidavit under oath, as an applicant for a City of Savannah, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for a City of Savannah contract for _____. [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1.) _____ I am a citizen of the United States.

OR

2.) _____ I am a legal permanent resident 18 years of age or older.

OR

3.) _____ I am an otherwise qualified alien (8 § USC 1641) or non-immigrant under the Federal Immigration and Nationality Act (8 USC 1101 *et seq.*) 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant: _____ Date _____

Printed Name: _____

* _____

Alien Registration number for non-citizens.

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
____ DAY OF _____, 20____

Notary Public
My Commission Expires: