



SMALL TOWN, BIG BEACH™

Memorandum

Date: 26 February 2016
To: Mayor Craft
City Council
From: Matt Young 
Cc: Steve Griffin
Subject: Request to accept Moyer Ford Sales, Inc. Bid

BACKGROUND: The City of Gulf Shores has established a ten year capital plan enabling old equipment and vehicles to be replaced a systematic, orderly fashion in effort to reduce ongoing maintenance costs. Bids were solicited to purchase 15 passenger van to be used by the Recreation and Cultural Affairs Department.

RECOMMENDATION: Award bid (Requisition No. 2016-0224) to Moyer Ford Sales, Inc. in the amount of \$33,848.00.

PREVIOUS COUNCIL ACTION: N/A

BUDGET IMPLICATIONS: Bid received was with approved 2016 capital outlay vehicle replacement budget.

ATTACHMENTS: Invitation to Bid (Requisition No. 2016-0224), Bid Form, Affidavit of Contractor, Bid Specifications, Tabulation Sheet.

DEPARTMENT: Recreation and Cultural Affairs

STAFF CONTACT: Matt Young, Assistant Director of Recreation & Cultural Affairs



SMALL TOWN, BIG BEACH™

INVITATION TO BID
Requisition No. 2016-0224

INVITATION TO BID DATE: January 20, 2016

FOR: Passenger Van

PLACE OF BID OPENING: City of Gulf Shores, City Hall, 1905 West 1st Street

BIDS MUST BE RECEIVED BEFORE: February 23, 2016 at 10:30 A.M. (CST)

BIDS WILL BE PUBLICLY OPENED: February 23, 2016 at 10:30 A.M. (CST)

Sealed bids will be received by the City of Gulf Shores at the Office of the Purchasing Officer located in Gulf Shores City Hall until the above time and date at which time they will be opened as soon thereafter as practicable.

Grant Brown

Recreation & Cultural Affairs

Department Head

Robert Craft

Mayor

NOTE: For this bid to be considered responsive, all information in this section should be supplied, as appropriate, or the entire bid may be disqualified. Bid response must be in ink or typed with original signature. No errors will be corrected after bids are opened. No prices shall include State or Federal Exercise Taxes; Tax exemption certificates furnished upon request. The City of Gulf Shores reserves the right to accept or reject all bids or any portion thereof. The City reserves the right to require a Bid Bond, in which case specific information shall be provided Bid Documents.

1. DELIVERY: Can be made 84-126 days or 12-18 weeks after receipt of order.

2. TERMS: Net

Discounts will be considered in the bid evaluation and will be taken without regard to date of payment.

3. Prices valid for acceptance within 60 days.

4. For the purchase or lease of personal property only, a Baldwin County person, firm or corporation, whose bid is no more than five percent (5%) greater than the lowest bid, may be the successful bidder and the contract may be awarded to such Baldwin County responsible bidder. A Baldwin County vendor is defined as one who has a place of business within the limits of Baldwin County. It is the policy of the City of Gulf Shores to purchase from a Gulf Shores resident vendor whenever possible.

5. Federal Employer ID No. (If no FEIN, Enter SSN): 63-0636139

6. The number of pages comprising this bid is 10.

7. Contact Ralph Pereda at 251-968-9812/rpereda@gulfshoresal.gov on questions concerning the technical specifications. Contact Renee Eberly at 251-968-1443/reberly@gulfshoresal.gov on questions concerning general bid procedures.



SMALL TOWN, BIG BEACH™

ALL BIDS MUST BE RETURNED AS FOLLOWS:

All Bidders must use a Bid Form and show on the envelope "SEALED BID," the Bidder's name, the name of the bid (listed as "FOR:"), and the opening date and time. Each bid must be in a separate envelope.

U.S. Postal Service
City of Gulf Shores
Purchasing Division
P.O. Box 299
Gulf Shores, Alabama 36547

Courier (UPS, FedEx, etc.)
City of Gulf Shores
Purchasing Division
1905 West 1st Street
Gulf Shores, Alabama 36542

I/we agree to furnish at the prices shown and guarantee that each offered will meet or exceed all specifications, terms and conditions, and requirements listed. This is the total price and includes all delivery or freight charges to the City of Gulf Shores. Any attachment hereto is made and becomes a part of this inquiry and must be signed by the bidder. I herein affirm that I have not been in any agreement or collusion among bidders in restraint of competition to bid at a fixed price or to refrain from bidding otherwise.

SWORN TO AND SUBSCRIBED

BEFORE ME THIS 23rd

DAY OF Feb., 2016.

Maude Harkin
Notary Public

02/24/2018
Commission Expires

Moyer Ford Sales, Inc.
Company Name

P.O. Box 819
Mail Address

Foley, Al. 36536
City, State, Zip

251-943-1661
Phone Including Area Code

Authorized Signature (INK)

Richard G. Moyer
Typed Authorized Name

President
Title

251-943-2351
Fax Number

PAGES 1 & 2 MUST BE RETURNED IN SEALED BID.



SMALL TOWN, BIG BEACH™

BID FORM -PASSENGER VAN

<u>Quantity</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
One (1)	New 2016 Ford Transit, as specified	\$ <u>33,848.00</u>	\$ <u>33,848.00</u>
<u>Proposed Equal, meeting and/or exceeding bid specifications:</u>			
One (1)	Make: _____ / Model: _____ Year: _____ / Color: _____	\$ _____	\$ _____
<u>Delivery</u>	F.O.B. Destination		\$ <u>0.00</u>

BID TOTAL - 2016 Ford Transit (or equal) with Delivery
 \$ Thirty-Three Thousand, Eight-Hundred Forty-Eight Dollars

Optional Features

Upcharge

- | | | |
|---|-------------------------------|----------------------------------|
| A | Rear Sunroof | \$ <u>Not Available</u> |
| B | Darkest Window Tint Available | \$ <u>Privacy Glass</u> Included |

Warranty

Manufacturer warranties shall be provided in writing and shall specify any and all exclusions, including parts and labor. If such warranties are provided at additional cost, the incremental cost must be so specified. The procedure necessary to notify such warranty must be specified. Any additional charges relating to utilization of the warranty provided must be specified.

Documentation

The bid shall include all documents, manuals, parts lists, and other printed matter relating to the operation and maintenance of the equipment.



SMALL TOWN, BIG BEACH™

The bidder acknowledges receipt of the following addenda covering revisions to the bid documents, and states that the costs, if any, of such revisions have been included in the base bid and other prices quoted herein:

Addendum No. None Dated: _____

Addendum No. _____ Dated: _____

Note: If no addenda have been received, write in "none."

Moyer Ford Sales, Inc.
Company Name
P.O. Box 819
Street Address
Foley, Al. 36536
City, State, Zip
Approx. 84-126
Days to Deliver

Richard G. Moyer
Company Representative
251-943-1661
Phone
251-943-2351
Fax
richard.moyer@moyerfordsales.com
Email

Moyer Ford has no control over production and delivery timing for vehicles ordered from Ford. The above timing is an estimate based on Fords current delivery timing for Transit fleet orders. The current order cutoff date for 2016 Transit is projected to be on or about May 2, 2016. All of the above is subject to change by Ford based on order volume and commodities.

BID SPECIFICATIONS

A. Scope of Work

The successful bidder shall provide One (1) New Passenger Van to the Cultural Affairs and Recreation Department per the following specifications. All bid prices are good for a period of no less than ninety (90) days. Lump sum bid pricing shall include the cost of all equipment, title fees, service, and/or handling and shipping charges. The City of Gulf Shores is tax exempt.

B. Use of Brand Names in Bid

The use of any brand name and/or product numbers is to establish industry standards and minimum specifications. Other brands may be considered for review if detailed product information and specifications outlining any and all differences are included in the bid.

C. Minimum Specifications

Vehicle:	New 2016 Ford Transit – or Equal
Model:	Transit Wagon XLT
Color:	Oxford White
Engine:	3.5L EcoBoost V6
Transmission:	6-Speed Automatic
Capacity:	15 Passengers
Other Features:	High Roof Extended Length Captain Chairs (no bench seats) Sliding Side Door Vinyl Flooring (front and rear compartments)
Optional Features:	Rear Sunroof Darkest Window Tint Available

D. Delivery

Deliver to Address:
City of Gulf Shores
Public Works Shop
160 West 36th Avenue
Gulf Shores, AL 36542

E. Title Application

Vehicle Titles should be issued to:
City of Gulf Shores
160 W 36th Ave
Gulf Shores, AL 36542

F. Business License Requirements

If delivering into City limits, the successful bidder will be required to obtain a Gulf Shores Business License. A Business License for delivery costs \$100.



BID TABULATION SHEET

Project Name: **PASSENGER VAN**
 Requisition No. **2016-0224**

Bid Date: **February 23, 2016**
 Bid Opening Time: **10:30 AM**

Bidder's Name	Ginn Commercial & Fleet	Transportation South	Mayer Ford		
City, State	Covington, GA	Pelham, AL	Foley, AL		
Bond	N/A	N/A	N/A	N/A	N/A
Affidavits	✓	✓	✓		
Addenda Received	N/A	N/A	N/A	N/A	N/A
Notes	2015 Ram Promoter	2016 Ford Transit	2016 Ford Transit		
Bid Amount	\$46,891.00	\$46,203.00	\$33,848.00		
GRAND TOTAL					

OPENED BY: 

TABULATED BY: 

WITNESS BY: 