



Boone County Purchasing
601 E. Walnut, Room 209
Columbia, MO 65201

Request for Bid (RFB)

Melinda Bobbitt, CPPB, Director
(573) 886-4391 – Fax: (573) 886-4390
Email: mbobbitt@boonecountymmo.org

Bid Data

Bid Number: **10-03MAR09**
Commodity Title: **Emergency Vehicle and Equipment Electronics/Accessories Service,
Installation, Removal, and Transfers**

DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT

Bid Submission Address and Deadline

Day / Date: **March 3, 2009**
Time: **10:30 A.M. (Bids received after this time will be returned unopened)**
Location / Mail Address: **Boone County Purchasing Department
Boone County Johnson Building
601 E. Walnut, Room 208
Columbia, MO 65201**
Directions: The Johnson Building is located on the Northeast corner at 6th Street and Walnut Street. Enter the building from the East Side. Wheel chair accessible entrance is available on the West side of the building.

Bid Opening

Day / Date: **March 3, 2009**
Time: **10:30 A.M. C.S.T.**
Location / Address: **Boone County Johnson Building Conference Room
601 E. Walnut, Room 213
Columbia, MO 65201**

Bid Contents

- 1.0: **Introduction and General Conditions of Bidding**
- 2.0: **Primary Specifications**
- 3.0: **Response Presentation and Review**
- 4.0: **Response Form
Standard Terms and Conditions**

1. Introduction and General Conditions of Bidding

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
 - 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:
Purchasing - The Purchasing Department, including its Purchasing Director and staff.
Department(s) or Office(s) - The County Department(s) or Office(s) for which this Bid is prepared, and which will be the end user(s) of the goods and/or services sought.
Designee - The County employee(s) assigned as your primary contact(s) for interaction regarding Contract performance.
 - 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.
Bidder - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.
Contractor - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award, and will enter into a Contract for provision of the goods and/or services described in the Bid.
Supplier - All business(s) entities which may provide the subject goods and/or services.
 - 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. A "Request for Bid" is used when the need is well defined. A "Request for Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
 - 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
 - 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, by e-mail or fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders in the form of an addendum. We strongly suggest that you check for any addenda a minimum of [forty eight] hours in advance of the bid deadline. Bids, addendums, bid tabulations and bid awards are posted on our web site at: www.showmeboone.com
Note: written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
 - 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
 - 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
 - 1.4. **AWARD** - Award will be made to the Bidder(s) whose offer(s) provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County. The County reserves the right to award this bid on an item by item basis, or an "all or none" basis, whichever is in the best interest of the County. The County reserves the right to award to one or multiple respondents. The County also reserves the right to utilize other governmental entities cooperative contracts.

- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
 - 1) the provisions of the Contract (as it may be amended);
 - 2) the provisions of the Bid;
 - 3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** - Any Term and Supply Contract resulting from this Bid will have an initial term from **date of award through June 30, 2010** and may be automatically **renewed for up to an additional two (2) one-year periods** unless canceled by the Purchasing Director in writing prior to a renewal term.
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

2. Primary Specifications

- 2.1. **ITEMS TO BE PROVIDED** - Boone County, hereafter referred to as "County", proposes to contract with an individual(s) or organization(s), hereinafter referred to as "Contractor" for a Term and Supply contract for the furnishing of **Emergency Vehicle and Equipment Electronics/Accessories Service, Installation, Removal, and Transfer** as specified herein.
- 2.1.1. **Quantity** – The County does not guarantee a minimum volume for purchases under a prospective contract. In addition, the County reserves the right to purchase Emergency Vehicle and Equipment Electronics/Accessories Service, Installation, Removal, and Transfer services from other vendors when the County deems the purchase necessary.
- 2.2. **CONTRACT DURATION** - The contract shall be effective from **date of award through June 30, 2010**. This contract is subject to **renew annually for two (2) additional one (1) year periods** following expiration of the first contract period.
- 2.2.1. The unit prices for the items identified on the Response Form shall remain fixed for the identified original contract period. If the County exercises the option for renewal, the contractor shall agree that the prices for the items listed on the Response Form shall not increase by more than the prices noted on the Response Form for the 1st and 2nd Renewal Periods.
- 2.2.2. If renewal prices are not provided, then prices during any renewal period shall be the same as during the original contract period.
- 2.3. **CONTRACT EXTENSION** – The County Purchasing Director may exercise the option to extend the contract on a month-to-month basis for a maximum of six (6) months from the date of termination if it is deemed to be in the best interest of Boone County.
- 2.4. **CONTRACT DOCUMENTS** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
- 2.5. **PRICING** – All prices shall be as indicated on the Response Form. The County shall not pay nor be liable for any other additional costs including but not limited to: taxes, packing, handling, shipping and freight, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc. Additionally, the County shall not be subject to any minimum quantities or total prices.
- 2.5.1. The contractor shall extend any and all special promotional sale prices or discounts immediately to the County during the term of the contract. These prices shall be honored for the duration of the specific sale or discount period.
- 2.6. **MINIMUM CONTRACT REQUIREMENTS** - The contractor shall perform all services listed below on an as needed, if needed basis. Costs for said services must include all tools, supplies, and labor.
- 2.6.1. Vendor shall provide hourly rates for **repairs** to items in their shop, in the field (to include mileage and travel time), for estimating cost for repairs to equipment, and to perform emergency repairs if deemed outside of normal working hours (both in-shop and field repairs.) Vendor shall also provide an hourly rate up-charge (not including proposed hourly shop rates) for install/removal/transfer in the field at the following locations ONLY: Boone County Public Works (South Facility) – 5551 Highway 63 South, Columbia, MO; Boone County Public Works (North Facility) – 5501 N. Oakland Gravel Road, Columbia, MO and the Boone County Sheriff's Department and Jail – 2121 County Drive, Columbia, MO.
- 2.6.2. **Two-way Radio** – vendor shall submit flat rate cost (per vehicle/equipment) to install/remove /transfer of two-way radio equipment including all brackets, wiring and circuit protection. No radios will be installed in-dash. A cost will also be submitted to install/remove/transfer remote head type radios.
- 2.6.3. **Two-way Radio Antennas/Coaxial Cable** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer of two-way radio antennas/coaxial cable.
- 2.6.4. **Light Bar** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer a light

- bar, mounting hardware and associated wiring.
- 2.6.5. **Siren Speaker** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer a siren speaker, mounting hardware and associated wiring.
 - 2.6.6. **Siren/Light Control Box** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer a siren/light control box, associated switches, and wiring. This will also include connection of a built in arrow stick module if equipped.
 - 2.6.7. **Arrow Stick & Controller** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer an arrow stick and controller with associated wiring and mounting hardware if arrow stick is not built into light bar.
 - 2.6.8. **Prisoner Cage and Fittings** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer prisoner cage and fittings to manufacturer's specifications.
 - 2.6.9. **Flashlight Charger** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer flashlight chargers and associated wiring for power.
 - 2.6.10. **Shotgun Mount & Lock** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer a shotgun mount and lock with switch and associated wiring.
 - 2.6.11. **Mobile Data System** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer a mobile data system including cables, wiring, and mounts. This will include all components of the in-car portion of a mobile data system (docking station, modem, antenna, etc.)
 - 2.6.12. **Mobile Video System** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer a mobile video system including cables, wiring, and mounts.
 - 2.6.13. **K-9 System Electronics** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer K-9 specific electronics. Includes, but not limited to, rear cooling fan, keyless entry with dog door pop and interior temperature monitoring system.
 - 2.6.14. **K-9 unit Back Seat Kennel System** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer K-9 back seat system.
 - 2.6.15. **Police Equipment Tray** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer a police equipment tray in the trunk area of the vehicle.
 - 2.6.16. **Headlight Flasher (wig-wag)** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer a headlight flasher system including wiring, controller and switch.
 - 2.6.17. **Two Head LED flasher inserts** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer a two head LED flasher system. Vendor shall also submit price for installing additional LED flasher inserts in the system at the same time as installation/transfer.
 - 2.6.18. **Two Head Strobe** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer a two head strobe system with associated power supply/controller. Vendor shall also submit price for installing additional strobe heads in the system at the same time as installation/transfer.
 - 2.6.19. **Rear Plastic Prisoner Seat** - vendor shall submit flat rate cost (per vehicle/equipment) to install/remove/transfer a plastic prisoner seat system.
 - 2.6.20. Vendor shall state time involved in transferring a complete patrol car (in calendar work week days).
 - 2.7. For billing purposes, the following information is required on all invoices submitted: Unit # (or VIN), date/time in – date/time out, Department that the vehicle belongs to, and mileage of unit. All non-flat rate work will be billed in ¼ hour increments.
 - 2.8. All wiring connections will be in factory harnesses or connected by a heat shrinkable butt connector, soldered and shrink wrapped, or other device approved by the department (NO scotch lock-type connectors allowed). All systems will be tested after installation with the ignition off and system off to check for voltage draw. All equipment will be properly protected with the appropriate size fuse and/or circuit breaker per manufacturer's specifications.
 - 2.9. Vendor will be required to provide a secure indoor space to store spare patrol car parts for the Sheriff's Department. The estimated size for this storage need is approximately 600 cubic feet.
 - 2.10. The contractor will be required to provide the services responded to in this bid and identified on the Response Form.
 - 2.11. If needed, shop supplies such as wire connectors, wire, switches, etc. that are not supplied by the

County for the install/transfer are to be billed on the invoice as a separate line item. Vendor shall state a maximum amount per install/transfer for these supplies. Any needed amount above this must be approved by the fleet manager of the applicable department before work is completed.

- 2.12. All wiring from any installation shall be secured and installed in such a way that its visibility is hidden in the cab of the vehicle and is protected from any moving parts
- 2.13. **Insurance Requirements (to be provided by awarded Contractor):** The Contractor shall not commence work under this contract until they have obtained all insurance required under this paragraph and such insurance has been approved by the County, nor shall the Contractor allow any subcontractor to commence work on their subcontract until all similar insurance required of subcontractor has been so obtained and approved. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide. Insurance limits indicated below may be lowered at the discretion of the County.
- 2.13.1. **Compensation Insurance** - The Contractor shall take out and maintain during the life of this contract, **Employee's Liability and Worker's Compensation Insurance** for all of their employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. Worker's Compensation coverage shall meet Missouri statutory limits. Employers' Liability limits shall be \$1,000,000.00 each employee, \$1,000,000.00 each accident, and \$1,000,000.00 policy limit. In case any class of employees engaged in hazardous work under this Contract at the site of the work is not protected under the Worker's Compensation Statute, the Contractor shall provide and shall cause each subcontractor to provide Employers' Liability Insurance for the protection of their employees not otherwise protected.
- 2.13.2. **Comprehensive General Liability Insurance** - The Contractor shall take out and maintain during the life of this contract, such comprehensive general liability insurance as shall protect them and any subcontractor performing work covered by this contract, from claims for damages for personal injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or for any subcontractor or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$2,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death. If the Contract involves any underground/digging operations, the general liability certificate shall include X, C, and U (Explosion, Collapse, and Underground) coverage. If providing Comprehensive General Liability Insurance, then the Proof of Coverage of Insurance shall also be included.

The Contractor has the option to provide **Owner's Contingent or Protective Liability and Property Damage** instead of the **Comprehensive General Liability Insurance**- The Contractor shall provide the County with proof of Owner's Protective Liability and Property Damage Insurance with the County as named insured, which shall protect the County against any and all claims which might arise as a result of the operations of the Contractor in fulfilling the terms of this contract during the life of the Contract. The minimum amounts of such insurance will be \$2,000,000.00 per occurrence, combined single limits. Limits can be satisfied by using a combination of primary and excess coverages. Should any work be subcontracted, these limits will also apply.

- 2.13.3. **COMMERCIAL Automobile Liability** - The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than \$2,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; and both on and off the site of work.
- 2.13.4. **Proof of Carriage of Insurance** - The Contractor shall furnish the County with Certificate(s) of Insurance which name the County as additional insured in an amount as required in this contract, contain a description of the project or work to be performed, and requiring a thirty (30) day mandatory

cancellation notice. In addition, such insurance shall be on occurrence basis and shall remain in effect until such time as the County has made final acceptance of the facility contracted.

- 2.13.5. **INDEMNITY AGREEMENT:** To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, officers, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorney's fees) arising by reason of any act or failure to act, negligent or otherwise, of Contractor, of any subcontractor (meaning anyone, including but not limited to consultants having a contract with contractor or a subcontract for part of the services), of anyone directly or indirectly employed by contractor or by any subcontractor, or of anyone for whose acts the contractor or its subcontractor may be liable, in connection with providing these services. This provision does not, however, require contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.
- 2.14. **EVALUATION** - Evaluation of this bid will be based upon the ability of the vendor to perform these services in a timely fashion, the number of service locations available and the cost for said services.
- 2.15. **BILLING AND PAYMENTS** – Invoices for work to Sheriff's Department vehicles shall be submitted to the Boone County Sheriff's Department at the following address: Attn: Leasa Quick, 2121 County Drive, Columbia, MO 65202. All other Boone County Departments receiving services shall be invoiced to Boone County Public Works, Attention Greg Edington, 5551 Highway 63 South, Columbia, MO 65202. Payment will be made within 30 days of receipt of a complete **MONTHLY** statement. Invoices will be used as back-up documentation only. The Sheriff's Department will not process payments from individual invoices.
- 2.16. **DESIGNEES** – Chad Martin, Phone: (573) 876-6101), Boone County Sheriff's Department, 2121 County Drive, Columbia, MO 65202.and Greg Edington, Phone: (573) 449-8515, Boone County Public Works, 5551 Highway 63 South, Columbia, MO 65201.
- 2.17. **BID CLARIFICATION** - Any questions or clarifications concerning bid documents should be addressed to Melinda Bobbitt, CPPB, Director, 601 E. Walnut, Room 208, Columbia, Missouri 65201. Phone (573) 886-4391; Fax (573) 886-4390; E-mail: mbobbitt@boonecountymmo.org.

3. Response Presentation and Review

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, you must submit your Response in strict conformity to the requirements stated here. Failure to adhere to all requirements may result in your Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A" or "No Bid". Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. We are not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
- 3.2.1. **Submittal Package** - Submit, to the location specified on the title page, **three (3) complete copies** of your Response in a single sealed envelope, clearly marked on the outside with your company name and return address, the proposal number and the due date and time.
- 3.2.2. **Advice of Award** - A Bid Tabulation of responses received as well as Award status can be viewed at www.showmeboone.com.
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page under "Bid Opening", all Responses will be opened in public. Brief summary information from each will be read aloud.
- 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** - We reserve the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
- 3.4.1. **Rejection or Correction of Responses** - We reserve the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature, and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** - Our sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
- 3.5.1. **Method of Evaluation** - We will evaluate submitted responses in relation to all aspects of this Bid.
- 3.5.2. **Acceptability** - We reserve the sole right to determine whether goods and/or services offered are acceptable for our use. We also reserve the right to request samples of any and/or all equivalent products bid in order to ensure comparative quality between those items and the name brand items specified on Attachment A.
- 3.5.3. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
- 3.5.4. **Endurance of Pricing** - Your pricing must be held until contract execution or 60 days, whichever comes first.

4. Response Form

4.1. Company Name:

4.2. Address:

4.3. City/Zip:

4.4. Phone Number:

4.5. Fax Number:

4.6. Federal Tax ID:

- 4.6.1. Corporation
- Partnership - Name _____
- Individual/Proprietorship - Individual Name _____
- Other (Specify) _____

4.7. PRICING (See attached Bid Response Sheet)

4.8. MISCELLANEOUS INFORMATION

- 4.8.1. Discount (if any) for complete Patrol Car Transfer \$ _____
- 4.8.1.2. Number of workdays to complete a standard full patrol car transfer: _____
- 4.8.2. List the address/addresses of all shop locations where service will be provided:

- 4.8.3. Are Appointments necessary? _____
- 4.8.4. If YES, how far in advance must an appointment be scheduled? _____
- 4.8.5. If NO, what is the average wait from time of delivery to the beginning of actual servicing? _____

- 4.8.6. Are there circumstances that may cause your business to close early? _____
- 4.8.7. If yes, please provide a detailed description of the circumstances for which your business would close.

4.9. The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with the specifications, instructions and general conditions of bidding which have been read and understood, and all of which are made part of this order.

4.9.1. Authorized Representative (Sign By Hand):

4.9.2. Type or Print Signed Name: _____

4.9.3. Today's Date: _____

4.10. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?
_____ Yes _____ No

4.11. State the time involved to complete a patrol car transfer/install (in calendar work week days) as requested in section 2.6.20.: _____

4.12. Per section 2.11. state the flat rate for shop supplies per install/transfer: \$ _____

4.13. Maximum Percentage Increase for renewal periods:

_____ % 1st Renewal – July 1, 2010 – June 30, 2011
_____ % 2nd Renewal – July 1, 2011 – June 30, 2012



Standard Terms and Conditions

Boone County Purchasing
601 E. Walnut, Room 208
Columbia, MO 65201

Melinda Bobbitt, CPPB, Director of Purchasing
Phone: (573) 886-4391 – Fax: (573) 886-4390

1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item by item basis, or an "all or none" basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed shall disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine will be accepted.
12. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.
13. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.



"No Bid" Response Form

Boone County Purchasing
601 E. Walnut, Room 208
Columbia, MO 65201

Melinda Bobbitt, CPPB, Director of Purchasing
(573) 886-4391 – Fax: (573) 886-4390

"NO BID RESPONSE FORM"

**NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WANT TO
SUBMIT A BID**

If you do not wish to respond to this bid request, but would like to remain on the Boone County vendor list for this service/commodity, please remove form and return to the Purchasing Department by mail or fax.

If you would like to FAX this "No Bid" Response Form to our office, the FAX number is (573) 886-4390.

Bid: 10-03MAR09 - Emergency Vehicle and Equipment Electronics/Accessories
Service, Installation, Removal, and Transfers

Business Name: _____

Address: _____

Telephone: _____

Contact: _____

Date: _____

Reason(s) for not bidding:

Boone County Purchasing

Melinda Bobbitt, CPPB
Director of Purchasing



601 E. Walnut-Rm 209
Columbia, MO 65201
Phone (573) 886-4391
Fax (573) 886-4390

To: **Ruby Wheeler**
rwheeler@tribmail.com

From: **Melinda Bobbitt, CPPB**
Director of Purchasing

RE: **Advertisement for Request for Bid**

Date: **February 13, 2009**

The following is a bid advertisement. Please call if you have any questions.

REQUEST FOR BID

Boone County is accepting Request for Bids for the following:

10-03MAR09 – Emergency Vehicle and Equipment Electronics/Accessories Service, Installation, Removal, and Transfers

Bids will be accepted until **10:30 a.m. on Tuesday, March 3, 2009** in the Boone County Purchasing Office, Boone County Johnson Building, Room 208, 601 E. Walnut, Columbia, MO 65201.

Request for Bids are available in the Purchasing Office and requests for copies may be made by phone (573) 886-4391; fax (573) 886-4390 or e-mail: mbobbitt@boonecountymo.org or our web page at <http://www.showmeboone.com>.

Melinda Bobbitt, CPPB
Director, Boone County Purchasing

Insertion date: Wednesday, February 18, 2009
COLUMBIA DAILY TRIBUNE