



## Request for Bid (RFB)

### Boone County Purchasing

613 E. Ash Street, Room 109

Columbia, MO 65201

Liz Palazzolo, Senior Buyer

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### Bid Data

Bid Number: **53-01OCT19**

Commodity Title: **INSTALLATION of EMERGENCY ELECTRONICS  
EQUIPMENT/ACCESSORIES for LAW  
ENFORCEMENT VEHICLES**

### **DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT**

#### Bid Submission Address and Deadline

Day / Date: **Tuesday, October 01, 2019**

Time: **2:00 P.M.**

**Vendors Note:** Bids received after this time will not be opened. Late bids may be returned unopened if the vendor requests and at the vendor's expense.

Location / Mail Address: **Boone County Purchasing Department  
613 E. Ash, Room 109  
Columbia, MO 65201**

Directions: The Boone County Purchasing Department is located in the Boone County Annex Building across the street from the Armory Sport Center in downtown Columbia off Courthouse square. A wheelchair accessible entrance is available.

#### **Bid Opening**

Day / Date: **Tuesday, October 01, 2019**

Time: Shortly after the Bid Submission Deadline Stated Above

Location / Address: **Boone County Purchasing Department  
613 E. Ash, Room 109  
Columbia, MO 65201**

#### Bid Contents

1. **Introduction and General Conditions of Bidding**
2. **Scope of Work**
3. **Bidder's Instructions and Evaluation**
4. **Vendor's Response and Pricing Pages**
5.
  - **Certification Regarding Debarment**
  - **Certification Regarding Lobbying**
  - **Work Authorization Certification**
  - **Standard Terms and Conditions**
  - **"No Bid" Response Form**

*Insertion Date: 9/12/19*

## 1. Introduction and General Conditions of Bidding

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1.1. **Invitation**: This document is a Request for Bid for Boone County conducted by the Boone County Purchasing Department. Vendors are invited to respond by sealed bid by the indicated bid submission deadline on page 1 of this document. Bids received will be read shortly after the official bid submission deadline. Vendors responding to this request must comply with all technical specifications and requirements stated herein.

1.1.1 The County requests bids for provision of **Emergency Vehicle Equipment & Electronics/Accessories Installation** as specified herein for the Boone County Sheriff's Department as further specified herein.

1.1.2 **Purchase History**: In 2018, the County purchased 7 upfits from the current contract (16-23MAR17). Of the 7, 2 were Configuration #2 upfits, 3 were Configuration #1 upfits, and 1 was a Configuration #6 upfit.

### 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 RFB 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/Vendor**: These terms refer generally to businesses having some sort of relationship to or with Boone County. The term may apply differently to different classes of entities, as the context will indicate.

*Bidder* - Any business entity submitting a response to this RFB. 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 RFB is found by Purchasing to meet the best interests of the County. The contractor is the "successful bidder" who has been selected for award, and will enter into a contract for provision of the goods and/or services described in the RFB.

*Supplier/Vendor* - All business(s) entities which may provide the subject goods and/or services.

1.2.3. **Request for Bid (RFB)**: This entire document, including attachments, is considered a "Request for Bid." A Request for Bid (RFB) may be used to solicit various kinds of information. The kind of information this RFB 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/Bid:** The written, sealed document submitted by the bidder/vendor/supplier according to the RFB instructions.

1.3. **Bid Clarification:** Questions regarding this RFB should be directed in writing, preferably by e-mail, to the identified Buyer in the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders. Note: Written requirements in the RFB or its Amendments are binding, but any oral communications between the County and Bidder are not binding.

**Bid/Clarification Contact:** Liz Palazzolo, Senior Buyer, Boone County Purchasing, 613 E. Ash, Room 109, Columbia, MO 65202. Telephone: (573) 886-4392; Fax: (573) 886-4390; E-mail: [lpalazzolo@boonecountymo.org](mailto:lpalazzolo@boonecountymo.org).

1.3.1. **Bidder Responsibility:** The bidder is expected to be thoroughly familiar with all specifications and requirements of this RFB. The bidder’s failure or omission to examine any relevant form, article, site or document will not relieve the bidder from any obligation regarding this RFB. By submitting a response/bid, the bidder is presumed to concur with all terms, conditions and specifications of this RFB.

1.3.2. **Bid Addendum:** If it becomes evident that this RFB must be amended, the Purchasing Department will issue a formal written Addendum 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 bid(s) provides the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost (as applicable), ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. That is, the award will not be determined by price alone. The County will be seeking the least costly outcome that meets the County’s needs as interpreted by the County.

1.4.1. The County prefers to award all items to one vendor, but it reserves the right to award items on an item-by-item basis and to award to multiple vendors, as determined to be in the County’s best interests.

1.4.2. The County of Boone reserves the right to accept or reject any and all bids in the best interest of the County. The County also reserves the right to not award any item or group of items if the services can be obtained from state contract or other governmental entities under more favorable terms.

1.5. **Contract Execution:** This RFB and the Vendor’s Response will be made part of any resulting contract and will be incorporated in the contract as set forth, verbatim.

1.5.1. **Precedence:** In the event of any contradiction or conflict between the provisions of the documents comprising the contract, the following order of precedence shall apply:

1) the provisions of the Contract (as it may be amended);

- 2) the provisions of the RFB, including any addenda;
- 3) the provisions of the Vendor's Response, including any clarification.

**1.6. Contract Documents:** The successful bidder(s) shall be obligated to enter into a written contract with the County within thirty (30) calendar days of the notice of award/contract forms provided by the County. If the bidder desires to contract under the bidder's written agreement, any such proposed agreement must be submitted in blank with the bid for the County's consideration as part of the evaluation of bids; in the absence of such submission with the bidder's response, the County's forms shall be used. The 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 the County's RFB or are unacceptable to County legal counsel.

**Compliance With Standard Terms And Conditions:** The bidder shall hereby agree to be bound by the County's standard "boilerplate" terms and conditions for contracts as attached hereto.

## **2. SCOPE OF WORK**

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### **2.1 General Requirements:**

- 2.1.1 The contractor shall install law enforcement specific and/or emergency equipment/accessories in Boone County Sheriff Department's vehicles in accordance with specifications contained herein regarding seven (7) different configurations. The County will provide all law enforcement specific and/or emergency equipment for installation. The contractor shall provide all tools, miscellaneous hardware and supplies necessary for the installation, and all labor. The contractor's installation/upfit of all vehicles shall result in fully operational equipment/accessories that perform in accordance with manufacturer requirements and recommendations.
- 2.1.2 For the purposes of the contract, the terms "utility" and "sedan" will typically refer to a Ford Interceptor Utility Vehicle and other Ford product sedans, e.g. Ford Fusion, etc.. The contractor shall understand and agree that the County reserves the right to select other vehicles to fulfill specialized needs associated with the fleet.
- 2.1.3 Unless otherwise stated, the County will provide all the equipment for the installation. The contractor shall be responsible for providing all miscellaneous hardware (i.e. clamps, nuts, bolts, screws, etc. not already included with new or transferred equipment), all primary and secondary wire not provided as part of an aftermarket harness, and all fuses that are necessary to complete the installation.
- 2.1.4 As needed, shop supplies such as wire connectors, relays, solder, wire, fuse holders, distribution blocks, loom, switches, etc., shall be provided by the contractor and included in quoted total pricing for the completed configuration installation as quoted on the Vendor Response and Pricing Pages. The County shall not be billed per item for any fittings or wiring necessities to complete the installation.
- 2.1.5 The contractor may use their own custom bracketry and/or other custom components if the County determines that such items increase efficiency and/or the quality of the vehicle upfit. If the contractor desires to bill the County separately for the use of customized items, prior

written approval from the Fleet Manager must be obtained by the contractor. The Fleet Manager may request additional information as to why the brackets are necessary. If requested, the custom items must be itemized on the equipment itemization of the invoice.

- 2.1.6 The contractor must provide storage space to accommodate equipment drop-shipped to the contractor because items will be drop-shipped (e.g., prisoner partitions, plastic seats, plastic floor pans, consoles, computer bases, light bars, siren controllers, rifle locks, etc.). The County may purchase fleet equipment for an entire year for vehicle upfitting, and the contractor shall be required to store all equipment for installations for the County as needed.
- 2.1.7 The County will deliver all vehicles to the contractor for vehicle upfitting. Because of the administrative time and costs involved for the County, the contractor's upfitting location shall be located within a 175-mile radius of Columbia, Missouri.
- 2.1.8 The contractor shall provide an authorized Whelen installer to install Whelen parts. The Boone County Sheriff's Department primarily uses Whelen emergency equipment (e.g., emergency lighting, siren speakers, and siren controllers). The Whelen CanTrol® is the primary siren controller used in the marked enforcement vehicles. As outlined in the *Whelen Distributor Agreement for Whelen CanTrol Siren/Controller Systems*, installation of the CanTrol must be completed by an authorized distributor's direct employee who has received training by Whelen personnel.
- 2.1.9 All sub-contracting anticipated by the contractor must be communicated to the County Purchasing Department acting on behalf of the Sheriff's Department. The contractor shall not sub-contract any work on Boone County vehicles without the prior written consent of the Purchasing Department working with the Boone County Sheriff's Department Fleet Manager. Any sub-contracting not identified in the contract must be accomplished through a formal written contract amendment prepared by the Purchasing Department on behalf of the Sheriff's Department and approved by the Boone County Commission.
- 2.1.10 **Warranties:** All electronic equipment shall be wired per both the equipment and vehicle manufacturers' specifications to ensure that both warranties apply.
  - a. The contractor's installation shall be warranted and ensure that the standard manufacturers' warranties shall be provided to the County. During the warranty period, the contractor shall replace any defective products or products that fail to meet identified requirements at no additional cost to the County. The warranty shall commence upon delivery and acceptance of the equipment/supplies by the County.
- 2.1.11 **Final Configuration UpFit Requirements:** If damage to the vehicle occurs during the upfit process, the contractor shall repair the damage if it resulted from something outside the normal scope of the equipment manufacturer's instructions at no additional cost to the County.
  - a. If, during installation of any equipment, penetration of the vehicle's exterior occurs, all holes in the exterior body must be sealed upon completion of the installation by the contractor at no additional cost to the County.
  - b. During installation, the contractor will be permitted to cut or modify interior plastic trim panels for the purpose of installing equipment. For example, the plastic b-pillar

panels must be drilled to accommodate the Pro-Gard™ partition mounting brackets. In addition, plastic interior trim panels may be modified to accommodate wiring if the goal is to reduce stress or prevent damage to aftermarket wiring.

- c. All cabling must be routed behind body trim or other channels to protect it from normal daily traffic as well as potential vandalism from a combative prisoner.
- d. The contractor shall thoroughly vacuum the vehicle after the install to remove any debris discharged inside the vehicle during the installation.

2.1.12 **Fleet Manager Checklist:** All vehicle upfitting must conform to Configuration details presented herein and in accordance with the checklist provided by the Sheriff Department's Fleet Manager. Upon delivering the vehicle to the contractor, the Fleet Manager will provide the contractor with a checklist for the vehicle upfit. The purpose of the checklist is to ensure the Fleet Manager and contractor are in agreement as to how the vehicle equipment is to be installed, arranged, and configured; the checklist will also assist in maintaining consistency between the vehicle builds and verifying completion of work. The final determination of any specific location of equipment for any Configuration shall be made by the Boone County Sheriff's Department Fleet Manager at the time of vehicle is dropped off at the contractor's place of business for the vehicle upfit. Once agreed upon all like vehicles shall be upfitted in the same manner.

- a. Any additional equipment, or changes in what is specified herein, must be documented and agreed upon by both parties in writing, prior to the work being done, with any additional charges being documented and agreed upon as well.

## **2.2 Electrical/Wiring Requirements:**

- 2.2.1 All wiring connections shall be made by way of factory harnesses, custom harnesses or connected by a heat shrinkable butt connector, soldered and shrink wrapped, or other device/method approved by the County. No scotch lock-type connectors shall be allowed. All exterior connections must be protected from corrosion. All connections must pass a pull test.
- 2.2.2 All systems shall be tested after installation with the ignition off and system off to check for parasitic voltage draw.
- 2.2.3 All equipment shall be properly protected with the appropriate size fuse and/or circuit breaker per manufacturer's specifications.
- 2.2.4 All wiring shall be sized to the equipment manufacturer's specification(s.)
- 2.2.5 The upfit wiring system must include a main disconnect or some type of single point, or single location, connection to the factory 12-volt system. This is done so that an Original Equipment Manufacturer (OEM) electrical problem can be quickly and safely separated from aftermarket equipment by a County representative or factory servicing dealer. Any alternatives to a main disconnect must obtain the prior written approval of the Sheriff's Department's Fleet Manager.

- 2.2.6 If applicable to OEM vehicle wiring and available as a feature in the aftermarket hardware, all vehicles must have the siren park kill and horn ring transfer features installed, as well as any other officer safety feature that is available, as requested by the Sheriff's Department Fleet Manager at the time of vehicle drop off .
- 2.2.7 The contractor may be asked to provide the Boone County Sheriff's Department Fleet Manager with a wiring diagram of vehicle. In lieu of a printed wiring diagram, prior to acceptance of vehicle post install, a representative of the contractor will provide the Fleet Manager with a detailed walk-thru of all components, fuse locations, power distribution points, etc.
- 2.2.8 The contractor shall upfit vehicles delivered to the contractor by the Boone County Sheriff's Department in the configuration designated by the Boone County Sheriff's Department's Fleet Manager. The contractor shall be able to perform all configurations as identified below to the sole satisfaction of the Boone County Sheriff's Department's Fleet Manager.

### **2.3 Configuration #1: Enforcement Utility Vehicle:**

- 2.3.1 A Configuration #1 upfit shall be the full installation/upfit of the following list of equipment/accessories on a fully marked enforcement utility vehicle:
- a. Whelen headlight flasher (model SSFFP16 or similar chosen by the Fleet Manager) to alternately flash the Ford high-beams.
  - b. Whelen Vertex, Whelen Ion, or similar Whelen products in factory police headlamp housing. Each headlamp housing may accommodate one or more Whelen lights.
  - c. Whelen Microns (stud mount, 1 red, 1 blue) on exterior of front grill.
  - d. Whelen Ions (1 red, 1 blue) flush mounted into bottom of rear lift gate.
  - e. Whelen Legacy (56"), Liberty (48.5"), or similar light bar mounted to top of vehicle (cable routed through top via a drilled hole to reduce wind noise.)
  - f. Whelen CanTrol siren (or CenCom Gold, Sapphire, Carbide, etc.), includes siren programming for proper operation and light output. The Fleet Manager may specify the programming or configuration of the siren controller.
  - g. Whelen Howler low frequency siren with vehicle specific mounting bracket. The Whelen Howler needs to be setup to deliver a 30 second cycle when activated.
  - h. Whelen SA315P 100-watt siren speakers (quantity 2) mounted on front of vehicle. If possible, a vehicle specific mounting bracket(s) will be utilized. The exact location of the speaker(s) will be chosen by the Fleet Manager and may change during the contract based on vehicle manufacturer design changes.
  - i. Pro-Gard (or similar) prisoner transport seating system with the following components: front partition with sliding polycarbonate window, a recessed space-saver panel, and steel extension panels. The rear partition will have a steel screen and seat mount kit. A

plastic (ABS) seat and floor pan will be utilized.

- j. Connection of four Ford Interceptor steering wheel switches (if equipped) to siren or external relay for secondary control of lighting features as specified by Fleet Manager.
- k. Pro-Gard Tri-Lock (or Setina Dual T-Rail) vertical gun locks mounted to the recessed panel of partition. Each gun lock will be individually controlled and timed by the siren controller. The gun locks shall only work with vehicle ignition present.
- l. Up to four Whelen Vertex LED (two red, two blue), or similar, mounted into factory police tail light housings, set to alternate. Each tail lamp housing may accommodate one or two Whelen lights.
- m. Ruggedized cellular modem/router (Cradlepoint or similar) mounted on partition in reach of driver. Modem will typically be mounted on the front of the partition, behind the front passenger seat.
- n. Panorama MIMO, Sharkee (or similar) cellular/wifi/gps antenna drilled into top of vehicle center. Location to be specified by Fleet Manager.
- o. L-3 DVR with all associated peripherals:
  - i. DVR mounted in console with a minimum 1" reveal;
  - ii. Front camera mounted to windshield;
  - iii. Rear camera mounted inside prisoner seating area mounted at the clothes hanger hook above the driver-side rear door;
  - iv. Wired external microphone mounted inside prisoner seating area;
  - v. Body microphone docking stations (two) mounted on console;
  - vi. Monitor mounted to headliner;
  - vii. Crash sensor/battery mounted to floor of front passenger footwell;
  - viii. L-3 ferrite chokes also to be installed on both cameras and tested for RFI;
  - ix. Antenna installed/drilled through on roof.
  - x. Siren and emergency light interface via L3 siren interface module or siren controller.
- p. A minimum one (1) to two (2) flashlight charging cradles as available in County inventory at the time of the installation for a Streamlight Stinger flashlight (or similar sized light) mounted within reach of the driver. The second flashlight charger may be mounted near the rear cargo area of the vehicle.
- q. Havis ChargeGuard to control modem and docking station.
- r. Auxiliary lighting in prisoner area controlled by siren lighting controller.
- s. Rear Cargo Area Options: The contractor shall install one of the two Rear Cargo Options on the vehicle, as specified by the Boone County Fleet Manager at the time of vehicle drop-off:
  - i. Rear cargo area option #1: Custom manufactured weapons security drawer in rear cargo area. These drawers are of an elevated design and mount to factory bolt



locations. They are designed to work with the Pro-Gard brand rear cargo divider. If this option is utilized, the mobile radio transceiver, siren controller, and Howler module will be mounted on the front side of the rear partition, under the plastic prisoner seat.

- ii. Rear cargo area option #2: The Fleet Manager will provide a hinged equipment tray to accommodate the aftermarket electronics (mobile radio transceiver, siren controller, Howler module, distribution block, ChargeGuard, etc.). The legs of the tray will bolt to the rear prisoner partition. In this option, there are no electronics mounted under the seat and there is no cargo drawer. The contractor will provide an appropriately sized piece of plywood (or similar wood material) for use inside the tray. Alternately, the various electrical components may be bolted directly to the equipment tray. A manual gun lock release button (controlled by a 12v ignition source) will be added to the interior of the tray to accommodate a future gun lock in the rear cargo compartment of the vehicle.
- t. Radio, L-3 DVR and modem antennas will need to be drilled into top of vehicle. The Fleet Manager will specify desired locations at the time of vehicle delivery.
- u. Motorola XTL-2500 or APX-6500 remote mount radio with remote mounted speaker. Wiring must be isolated from other equipment to avoid RFI.
- v. Havis vehicle specific console with at minimum the following contents:
  - i. L-3 Digital Video Recorder
  - ii. Motorola XTL-2500 or APX-6500 remote head radio
  - iii. Motorola Direct Entry Keypad (DEK)
  - iv. Whelen CanTrol head (or equivalent siren control head)
  - v. Havis console accessories as needed (i.e. cup holders, storage bins, etc.)
  - vi. MagnetMic
  - vii. Connection of 12v auxiliary power outlets
  - viii. Docking station (for Panasonic Tough Book) with pole mount (PKG-PSM-253) and action adapters (mounted as far forward as possible as to not obstruct driver's peripheral views out of the vehicle)
  - ix. Panavise or Ram Mounts
  - x. Whelen Public Address (PA) microphone must be mounted on the passenger side of the console.
  - xi. Seiko MP-A40 (or similar) printer mounted within reach of the driver. The County will provide a mounting bracket.
  - xii. Havis WBI-F18-RC (or similar) 3-piece rear window guards (cargo area side windows and rear lift gate window).

## **2.4 Configuration #2: Enforcement Utility Vehicle with LPR System:**

2.4.1 A Configuration #2 shall upfit be the full installation/upfit of the following list of equipment/accessories on a fully marked enforcement utility vehicle with ELSAG brand LPR equipment:

- a. Includes everything detailed above under the **Configuration #1** Enforcement Utility

Vehicle **and shall include the addition** of an ELSAG 3-camera License Plate Recognition System.

- b. Cameras must be mounted to the top of the vehicle with vehicle specific brackets.
- c. Cables must be routed through the rear lift gate so as not to pinch the cables and cause water infiltration.
- d. The control unit must be located in rear cargo area.
- e. The Garmin GPS puck which shall be included in system must be installed on the top of the dashboard. The USB cable must connect to the computer docking station.
- f. Ethernet cable included in system must be routed from the LPR control unit to the computer docking station.

## **2.5 Configuration #3: Enforcement Utility with K9:**

2.5.1 A Configuration #3 upfit shall be the full installation/upfit of the following list of equipment/accessories on a fully marked enforcement utility as described in this section. The Configuration #3 Enforcement Utility Vehicle with K9 is a marked enforcement vehicle that shall be equipped the same as a **Configuration #1** upfit with the following changes:

2.5.2 Configuration #3 **shall not include** the following features that are part of **Configuration #1**:

- a. a Pro-Gard (or similar) prisoner transport seating system – NOT to be included.
- b. a Pro-Gard Tri-Lock (or Setina Dual T-Rail) vertical gun lock mounted to the recessed panel of partition – NOT to be included

2.5.3 The following features are not included in **Configuration #1**, but **each shall be added** to Configuration #3:

- a. Ray Allen brand Cruise EZE rear seat replacement K9 insert (vehicle specific.) This includes door panels.
- b. Ace K9 brand Hot-n-Pop Pro (or similar) with long distance remote pager module (antenna roof mounted with drilled hole.). This includes the door release system and all connections and mounting of all components of this system.
- c. Kennel fan activated via heat alarm AND manually via designated button on siren control head. Kennel fan will be located on top of the kennel and installed in a manner that will blow air into the kennel.
- d. Whelen 3SRCCDCR (or similar) 3” round light (split red/white) mounted overhead inside kennel. Light to be controlled by siren controller via control head panel.
- e. Front gun lock: mounted with County supplied brackets in an area of the top front of the K9 kennel for easy reach from driver’s seat. The front gun lock will be controlled

and timed by the siren controller. The gun lock shall only work with vehicle ignition present.

- f. Rear gun lock: ceiling mounted with County supplied brackets in the rear of the cargo area. The rear gun lock will be controlled and timed by the siren controller. At the time of delivery, the Fleet Manager will specify where lock release shall be located. The gun lock shall only work with vehicle ignition present.
- g. WeatherTech (or similar) vehicle specific side window deflectors.
- h. Aftermarket (manufacturers vary) keyless entry system (lock/unlock only.)

## 2.6 Configuration #4: Unmarked Detective Sedan:

2.6.1 A Configuration #4 upfit shall be the full installation/upfit of the following list of equipment/accessories on an unmarked detective sedan vehicle as detailed in this section:

- a. Two Whelen Ions (1 red, 1 blue) mounted behind grill. An alternative would be two Whelen Microns (or similar).
- b. One Whelen Dual Avenger (or similar) light mounted inside the vehicle, near front passenger overhead visor. An alternative would be two Whelen Spitfire Ions (or similar).
- c. Two Whelen Single Avenger (or similar) lights mounted inside the vehicle, near the top of the rear window. An alternative would be two Whelen Spitfire Ions (or similar).
- d. Installation of Whelen Vertex, Whelen Ion, or similar Whelen products in Ford police headlamp housing. Each headlamp housing may accommodate one or more Whelen lights.
- e. Up to four Whelen Vertex LED lights, or similar, mounted into Ford police tail light housings, set to alternate. Each tail lamp housing may accommodate one or two Whelen lights.
- f. Siren amplifier (Generally Whelen Gamma, Whelen Sapphire, etc.) includes siren programming, and/or wiring, for proper operation and light output as specified by Fleet Manager.
- g. This configuration would **NOT** require a horn ring or park kill functionality.
- h. Installation and proper connection of Whelen SA315P siren speaker with vehicle specific mounting bracket.
- i. VHF ¼ wave antenna mounted to trunk lid or trunk lip bracket. NMO mount and cable provided by the County.
- j. One Streamlight Stinger (or similar) flashlight charging cradle mounted on passenger side of console, within reach of the driver.

- k. Motorola XTL-2500 or APX-6500 remote mount radio with remote mounted speaker. Wiring must be isolated from other equipment to avoid RFI. Radio transceiver will
- l. Auxiliary trunk lighting controlled by factory switch (via raising trunk lid.)
- m. Havis (C-VS-1508-INSE) console with the following contents:
  - i. Motorola XTL-2500 or APX-6500 remote head radio
  - ii. Motorola Direct Entry Keypad (DEK)
  - iii. Siren controller (Whelen Gamma, CenCom Sapphire or equivalent siren control head)
  - iv. Havis console accessories as needed (i.e. cup holders, arm rests, storage bins, etc.)
  - v. Connection of auxiliary power outlet(s)
  - vi. MagnetMic

**2.7 Configuration #5: Unmarked Ford F-150 Truck:**

2.7.1 A Configuration #5 upfit shall be the full installation/upfit of the following list of equipment/accessories on an unmarked Ford F-150 as detailed in this section.

- a. Panorama, Sti-Co, or similar brand VHF/AM/FM factory look-alike antenna. The factory antenna shall be removed and the aftermarket antenna installed in its place.
- b. Motorola XTL-2500 or APX-6500 remote mount radio with remote mounted speaker.
- c. Whelen SA315P siren speaker using the vehicle specific bracket when available from manufacturer.
- d. Whelen siren controller or illuminated Carling switches (as determined by Fleet Manager).
- e. Two (2) Whelen Ion, Micron, LINZ6, or similar, mounted on brackets behind the vehicle grille. Smoked lenses may be desired if available, as determined by the Boone County Sheriff's Fleet Manager.
- f. Whelen Flatlighter, Avenger, Spitfire (or similar) forward facing lights mounted to headliner. Lights must be connected via direct wiring to switch and controlled by Carling switch or siren controller.
- g. Whelen Vertexes (or similar) lights mounted in rear tail lamp housing; or, alternatively, Whelen Microns (or similar) may be stud-mounted on rear of vehicle.
- h. One (1) Streamlight Stinger flashlight charging cradle mounted within reach of the driver.

**2.8 Configuration #6: Administrative Utility Vehicle:**

2.8.1 A Configuration #6 shall be the full installation/upfit of the following list of equipment/accessories on an Administrative Utility Vehicle as detailed in this section.

- a. Whelen SA315P speaker with vehicle specific mounting bracket (if available).
- b. Whelen Microns (stud mount, 1 red, 1 blue) on exterior of front grill.
- c. Whelen Vertex, Whelen Ion, or similar Whelen products in Ford police headlamp housing. Each headlamp housing may accommodate one or more Whelen lights.
- d. Whelen Spitfire Ion (quantity 2) mounted inside, overhead, near visors.
- e. Up to four Whelen Vertex LED (two red, two blue), or similar, mounted into Ford police tail light housings, set to alternate. Each tail lamp housing may accommodate one or two Whelen lights.
- f. Whelen Ions (1 red, 1 blue) mounted inside, upper rear window
- g. Havis vehicle specific console (HCVS1308-INUT) with appropriate faceplates.
- h. Havis console accessories (faceplates, filler plates, 12v outlets, cup holder, armrest storage cubby, etc...)
- i. Whelen Gamma (or similar) siren controller mounted in console.
- j. Motorola XTL-2500 or APX-6500 remote mount radio with remote mounted speaker.
- k. Wiring must be isolated from other equipment to avoid RFI. The Motorola radio transceiver must be bolted to interior panel in rear cargo area.
- l. Panorama (FINB) or similar radio antenna.
- m. Configuration #6 shall not include the following:
  - i. a computer dock or mounting post;
  - ii. a ruggedized cellular modem/router;
  - iii. an electronics equipment tray;
  - iv. a L-3 DVR camera system;
  - v. a prisoner partition.

## **2.9 CONFIGURATION #7: EQUIPMENT REMOVAL – ENFORCEMENT UTILITY:**

2.9.1 A Configuration #7 upfit shall actually be the removal of equipment/accessories from the delivered enforcement utility vehicle slated for disposal due to age and/or mileage. The contractor must remove all aftermarket and upfit related equipment and wiring. Wrecked vehicles shall not be included in Configuration #7 service.

- a. All aftermarket equipment shall be removed and retained for transfer into a replacement vehicle. If the equipment is slated for installation in a replacement vehicle, the contractor shall store the removed/restored equipment until the

replacement vehicle is delivered to the contractor for a configuration upfit. In this scenario, the County would likely deliver the replacement vehicle when picking up the stripped vehicle.

- b. Specifically, if the vehicle was equipped with a horn ring, the horn ring shall be removed restored to normal horn functionality.
- c. If the vehicle was equipped with a headlight and/or tail-light flasher, the lights shall be removed and restored to normal functionality.
- d. Aftermarket antennas must be removed.
- e. Any roof penetrations attributed to antennas and lightbar cabling shall be sealed.
- f. Any vehicle body penetrations or screw holes shall be sealed.
- g. If provided with the factory rear seats, the contractor shall install the seats.
- h. The contractor shall not perform the following as part of Configuration #7 services:
  - i. Removing vehicle graphics or decals.
  - ii. Restoring functionality to non-operational rear door handles and/or window locks if the vehicle was delivered from the manufacturer without those features. Currently, the County purchases factory options that render the rear door handles and window switches inoperable. The contractor would not be expected to reverse those options.

**2.10 Designee** – For purposes of the contract, the primary department contact will be the Boone County Sheriff’s Department, Captain Gary German, 2121 County Drive, Columbia, MO 65202.

**2.11 Replacement Of Damaged Product:**

2.11.1 The contractor shall be responsible for replacing any item received in damaged condition at no cost to the County. This includes all shipping costs for returning non-functional items to the contractor for replacement.

2.11.2 If any equipment is determined to be defective after installation, not by fault of the contractor as determined by the Boone County Sheriff’s Department Fleet Manager, the contractor will be allowed to bill the County separately for the removal of the defective item and subsequent installation of a functioning item. The contractor is encouraged to test equipment prior to installation (as much as is practical given the complexity and configuration of multiple components of some items.) It will be the responsibility of the contractor to communicate such issues with the Boone County Sheriff’s Department Fleet Manager as soon as possible.

**2.12 Performance Time:** The contractor shall perform vehicle installations within the guaranteed time frame. Any delays shall be promptly communicated to the Sheriff

Department's Fleet Manager who shall approve of any delay on a case by case basis.

- 2.13 Billing and Payment:** Payment will be made within thirty (30) calendar days from receipt of a correct statement. All pricing shall conform to pricing quoted on the Vendor Response and Pricing Pages. Pricing shall be firm and fixed for the specific contract period.
- 2.13.1 No other costs shall be paid by the County. Pricing shall be quoted **FOB Destination Freight Prepaid and Allowed** (all freight, transportation and insurance costs shall be included in the quoted price to the County). The contractor shall understand and agree that Boone County is tax exempt.
- 2.13.2 As applicable to ordered product, itemized written invoices shall be submitted to the Boone County Sheriff's Department at the following address: 2121 County Drive, Columbia, MO 65202; and at the Juvenile Justice Center at: 5665 Roger I. Wilson Memorial Drive Columbia, MO 65202.
- 2.13.3 All quoted pricing must include disassembly and reassembly of vehicle parts built into the full vehicle upfit package pricing. The County will not pay a separate labor charge for disassembly and reassembly performed during a full vehicle upfit.
- 2.14 Estimated Quantities:** The quantities indicated in this Request for Bid are estimates that pertain to the total aggregate quantities that may be ordered throughout the stated contract period. The estimates do not indicate single order amounts unless otherwise stated. The County makes no guarantees about single order quantities or total aggregate order quantities.
- 2.15 Contract Period:** The contract period shall be from **the January 1, 2020 through December 31, 2021**. The contract may be renewed at the sole option of the County for an additional **three (3)** one-year periods, or any portion thereof. The County reserves the right to terminate the contract at any time, for the convenience of the County, without penalty or recourse, by giving written notice to the contractor at least thirty (30) calendar days prior to the effective date of such termination. The contractor shall be entitled to receive compensation for services and/or supplies delivered to and accepted by the County pursuant to the contract prior to the effective date of termination.
- 2.16 Pricing:** Contract pricing shall be considered firm, fixed for the entirety of the initial/original contract period. Prices are subject to adjustment only upon renewal of the contract period, subject to quotations on the Vendor Response and Pricing Pages for the specific renewal period; adjusted pricing must be effective on the renewal date and must remain firm through the entirety of the specific renewal period.
- 2.16.1 **Price Increase:** It shall be the responsibility of the contractor to notify the County sixty (60) calendar days prior to the end of the current contract period of any pending price increase which will take effect at the beginning of the ensuing renewal period.
- 2.16.2 If the option for renewal is exercised by the County, the contractor must agree that the prices for the renewal period must not exceed the maximum percent of increase for the applicable renewal period stated on the Vendor Response and Pricing Pages of the contract.

- 2.16.3 If renewal percentages are not provided i.e., quoted as “zero” or left “blank,” then prices for the renewal period(s) shall be the same as during the initial/original contract period. All pricing adjustments shall be calculated using the initial/original pricing.
- 2.17 **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 end-date of the last renewal period, if it is deemed to be in the best interest of Boone County.
- 2.18 **Reports:** Upon request, at no cost to the County, the contractor shall prepare and submit a written report indicating purchases made by the County offices off the contract. For example, the report would show items by contract item number, respective volumes purchased for each item, respective contract price and extended contract price with an annual or year-to-date total by item and for all purchases.
- 2.19 **Garage Keepers Liability:** The contractor shall maintain Garage Keepers Liability with limits of \$500,000 for each comprehensive and collision limits and Garage Liability in place of Commercial General Liability with limits of \$1,000,000 per occurrence, \$3,000,000 aggregate.
- 2.20 **Insurance Requirements:** The contractor shall not commence work under the contract until the contractor has obtained all insurance required under this paragraph and the Certificate of 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.
- 2.20.1 **Employers Liability and Workers Compensation Insurance:** The contractor shall take out and maintain during the life of the contract, **Employers Liability and Workers Compensation Insurance** for all of its employees employed at the site of work, and in case any work is sublet, the contractor shall require the subcontractor similarly to provide Workers Compensation Insurance for all of the latter’s employees unless such employees are covered by the protection afforded by the contractor. Workers Compensation coverage shall meet Missouri statutory limits. Employers Liability limits shall be \$500,000.00 each employee, \$500,000.00 each accident, and \$500,000.00 policy limit. In case any class of employees engaged in hazardous work under the contract at the site of the work is not protected under the Workers 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.
- 2.20.2 **Commercial General Liability Insurance:** The contractor shall take out and maintain during the life of the contract, such commercial general liability insurance as shall protect it and any subcontractor performing work covered by the contract, from claims for damages for personal & advertising injury, bodily injury including accidental death, as well as from claims for property damages, which may arise from operations under the 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 Commercial General Liability Insurance, then the Proof of Coverage of Insurance shall also be included.

- 2.20.3 The contractor may satisfy the minimum liability limits required for Commercial General Liability or Business Auto Liability under an Umbrella or Excess Liability policy. There is no minimum per occurrence limit of liability under the umbrella or Excess Liability; however, the Annual Aggregate limit shall not be less than the highest “Each Occurrence” limit for either Commercial General Liability or Business Auto Liability. **The contractor shall agree to include the County as an Additional Insured on the umbrella or Excess Liability, unless the Certificate of Insurance states that the Umbrella or Excess Liability provides coverage on a “Follow-Form” basis.**
- 2.20.4 **Business Automobile Liability:** The contractor shall maintain during the life of the 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; non-owned and both on and off the site of work.
- 2.20.5 **Subcontractors:** The contractor shall cause each subcontractor to purchase and maintain insurance of the types and amounts specified herein. Limits of such coverage may be reduced only upon written agreement of the County. The contractor shall provide to the County copies of certificates of insurance evidencing coverage for each subcontractor. The subcontractors’ commercial general liability and business automobile liability insurance shall name the County as Additional Insured and have the Waiver of Subrogation endorsements added.
- 2.20.6 **Proof of Carriage of Insurance:** The contractor shall furnish the County with Certificate(s) of Insurance which name the County as an additional insured in an amount as required in the contract. The Certificate of Insurance shall provide that there will be no cancellation, non-renewal or reduction of coverage without 30 days prior written notice to the County. In addition, such insurance shall be on an occurrence basis and shall remain in effect until such time as the County has made final acceptance of the services provided.
- 2.20.7 **Indemnity Agreement:** To the fullest extent permitted by law, the 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 the 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 the contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.
- a. Nothing in these requirements shall be construed as a waiver of any governmental immunity of the County, its officials nor any of its employees in the course of their official duties.

- b. Failure to maintain the required insurance in force may be cause for contract termination. In the event the Agency/Service fails to maintain and keep in force the required insurance or to obtain coverage from its subcontractors, the County shall have the right to cancel and terminate the contract without notice. The contractor shall add the County as a Certificate Holder:

**Certificate Holder address:**

County of Boone, Missouri  
C/O Purchasing Department  
613 E. Ash Street  
Columbia, MO 65201

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**3. BIDDER'S INSTRUCTIONS AND EVALUATION**

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- 3.1 Response Content:** It is the bidder's responsibility to submit a bid response that strictly conforms to the requirements stated in the RFB. Failure to adhere to all requirements may result in the bidder's response being disqualified as non-responsive. All bid responses must be submitted using the provided Vendor Response and Pricing Pages provided herein. Every question on the Vendor Response and Pricing Pages should be answered by the bidder, and if not applicable, the bidder should indicate "N/A."
- 3.2 Submittal Of Responses:** Responses MUST be received by the date and time noted on the title page under "Bid Submission Address and Deadline." NO EXCEPTIONS. The County is 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 the bid response in a single sealed envelope, clearly marked on the outside with the bidder's company name and return address, the County RFB number, due date and time.
- 3.2.2 Advice of Award:** The County's Bids, Bid Tabulations, and Bid Awards may be viewed on the County's web page at [www.showmeboone.com](http://www.showmeboone.com), under the **Purchasing** menu.
- 3.3 Bid Opening:** On the date and time and at the location specified on the title page under "Bid Opening," all bids will be opened in public. Brief summary information from each response will be read aloud.
- 3.4 Removal From Vendor Database:** If any prospective bidder currently in the County's Vendor Database to whom the RFB was sent elects not to submit a bid and fails to reply in writing stating reasons for not bidding, that bidder's name may be removed from the County's Purchasing 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.
- 3.5 Response Clarification:** The County reserves the right to request additional written or oral information from any bidder in order to obtain clarification of the bid response.
- 3.6 Right To Reject, Waive Informalities, And/Or Clarify Bids:** Boone County reserves the right to reject all bids, to waive informalities in bids, and to request clarification of bidders regarding their bid response.
- 3.7 Rejection or Correction of Responses:** The County reserves the right to reject any or all bids. Minor irregularities or informalities in any bid which are immaterial or inconsequential in nature and are neither affected by law nor at substantial variance with RFB conditions, may be waived at the County's discretion whenever it is determined to be in the County's best interest.
- 3.8 Bidder Qualifications & Experience:** The bidder should provide evidence that they have past experience in the type of work as outlined in the attached specifications for a

minimum of three years. Information about the bidder's qualifications and past experience conducting installation of law enforcement and emergency electronics/accessories in law enforcement vehicles can be presented on the **Vendor Response and Pricing Pages** which must be completed and returned with the sealed bid.

- 3.9** **Evaluation Process:** The County's sole purpose in the evaluation process is to determine from among the bid responses received which one is best suited to meet the County's needs at the lowest possible cost. The County's choice of a contractor(s) does not imply that one bidder is superior to another, but simply that in the County's judgment the vendor(s) selected appears to offer the best overall solution for the County's current and anticipated needs at the lowest possible cost. See also paragraph 1.4 regarding "Award" herein.
- 3.10** **Pricing Instructions:** The bidder must state a firm, fixed total price to perform complete installation for each Configuration as detailed herein. Pricing must be shown on the **Vendor Response and Pricing Pages** which must be completed and returned with the sealed bid. All total Configuration pricing must include disassembly and reassembly of all vehicle parts respective to the identified Configuration. The County shall not pay a separate labor charge for disassembly and reassembly performed during a full vehicle upfit, therefore these costs must be included in the total quoted price. In addition, the total quoted price must include all costs for labor, tools, and miscellaneous hardware/supplies the County will not be supplying.
- 3.11** **Validity Of Bid And Pricing:** The bidder's response including pricing must remain valid for ninety (90) calendar days or until award, whichever comes first. If the bid response is accepted, the entire bid response including all pricing shall be held firm for the duration of the indicated contract period.



**4. Vendor's Response and Pricing Pages**

The bidder should submit three (3) complete copies of the bidder's bid response in a single-sealed envelope, clearly marked on the outside, left corner with the bidder's company name and return address, the Request for Bid number and the bid opening due date and time. In addition, the bidder shall complete the following as indicated below and submit said completed form with each copy of the bid response.

In compliance with this Request for Bid and subject to all the conditions thereof, the bidder agrees to furnish the services/equipment/supplies requested and proposed and certifies he/she has read, understands, and agrees to all terms, conditions, and requirements of this proposal and is authorized to contract on behalf of the firm named below. (Note: This form must be signed. All signatures must be original and not photocopies. In addition, the County uses *DocuSign* when making a contract award. When providing a Contact Name and E-Mail Address below, the Contact and E-Mail address provided must be a person who has the legal authority to contractually bind the offeror's/bidder's company in a contract with the County.)

4.1. Company Name: \_\_\_\_\_

4.2. Address: \_\_\_\_\_

4.3. City/Zip: \_\_\_\_\_

4.4. Phone Number: \_\_\_\_\_

4.5. Fax Number: \_\_\_\_\_

4.6. Contact Name and E-Mail Address to receive documents for electronic signature in *DocuSign*: \_\_\_\_\_

4.7. Federal Tax ID or Social Security #: \_\_\_\_\_

4.8. The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Request for Bid, including Boone County's Terms and Conditions, FOB Destination Freight Prepaid and Allowed. Further, the undersigned has read and understood all requirements, terms and conditions, and agrees that all of which are made part of the contract and any orders resulting thereunder. By submission of this bid response, the vendor certifies their compliance with

Section 34.353 and, if applicable, Section 34.359 (“Missouri Domestic Products Procurement Act”) of the Revised Statutes of Missouri.

4.8.1. Authorized Representative (Sign By Hand):  
\_\_\_\_\_

4.8.2. Type or Print Signed Name:  
\_\_\_\_\_

4.8.3. Today’s Date: \_\_\_\_\_

4.9. **Cooperative Procurement:** Will the bidder honor the submitted prices and terms for purchase by other entities in Boone County, Missouri that participate in cooperative purchasing with Boone County, Missouri?

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

**NOTE:** The bidder must clearly state in writing any restrictions or deviations from specifications and requirements stated herein. In the absence of such statement, the County will assume that all items/services offered are in strict compliance with specifications stated in the RFP, including all technical and cost requirements, terms and conditions. The vendor must agree that the proposal if selected for award by the County will be included as part of the final contract with the County.

**4.10 PRICING:**

**Pricing Instructions:** The bidder must state a firm, fixed total price to perform complete installation for each Configuration as detailed herein. Pricing must be shown on the **Vendor Response and Pricing Pages** which must be completed and returned with the sealed bid. All total Configuration pricing must include disassembly and reassembly of all vehicle parts respective to the identified Configuration. The County shall not pay a separate labor charge for disassembly and reassembly performed during a full vehicle upfit, therefore these costs must be included in the total quoted price. In addition, the total quoted price must include all costs for labor, tools, and miscellaneous hardware/supplies the County will not be supplying.

Pricing Line Item	Item Description	Estimated Quantity	<b><u>Firm, Fixed Total Price Per EACH CONFIGURATION UPFIT for the Identified Configuration for the Initial/First Contract Period – ORIGINAL BID PRICING</u></b>
4.10.1	<b>Configuration #1 – Enforcement Utility Vehicle– as defined in 2.3 and all sub-paragraphs in that section</b>	3	<p style="text-align: center;"><u>Price Per Each</u></p> <p>\$</p>

4.10.2	<b>Configuration #2:</b> Enforcement Utility Vehicle with LPR – as defined in 2.4 and all sub-paragraphs in that section herein	2	<u>Price Per Each</u> \$ _____
4.10.3	<b>Configuration #3:</b> Enforcement Utility Vehicle with K9 – as defined in 2.5 and all sub-paragraphs in that section herein	1	<u>Price Per Each</u> \$ _____
4.10.4	<b>Configuration #4:</b> Unmarked Detective Sedan – as defined in 2.6 and all sub-paragraphs in that section herein	1	<u>Price Per Each</u> \$ _____
4.10.5	<b>Configuration #5:</b> Unmarked Ford F-150 Truck– as defined in 2.7 and all sub-paragraphs in that section herein	1	<u>Price Per Each</u> \$ _____
4.10.6	<b>Configuration #6:</b> Administrative Utility Vehicle - as defined in 2.8 and all sub-paragraphs in that section herein	1	<u>Price Per Each</u> \$ _____
4.10.7	<b>Configuration #7:</b> Equipment Removal – Enforcement Utility Vehicle – as defined in 2.9 and all sub-paragraphs in that section herein	1	<u>Price Per Each</u> \$ _____

**4.11 Renewal Options Price Adjustments – Applies to all line items:**

The County shall have the sole option to renew the contract in one-year increments, or any portion thereof, for a total accumulated period of three (3) additional years following the initial term. If the options are exercised, pricing must be the same as quoted for the initial contract period subject to the specific percentage of price adjustment quoted below for the applicable renewal contract period. Prices for the renewal period must not exceed the maximum percent of increase for the applicable renewal period stated on the Pricing Page of the contract.

The vendor must respond with a firm, fixed percentage of increase or decrease. Do not quote BOTH a Maximum Increase and a Minimum Decrease – quote one or the other. Statements such as "a percentage of the then-current price" or "consumer price index" are NOT ACCEPTABLE i.e., reference to a CPI adjustment shall be deemed unacceptable.

If the bidder quotes 0% percentage or leaves the line blank, the County shall have the right to execute the option at the same price(s) proposed for the initial contract period.

In conducting the cost evaluation, Boone County will evaluate pricing that determines the potential maximum financial liability to the County.

**All percentages must be applied to the firm pricing quoted for the initial contract period.** The offeror is cautioned that percentages that are the same value for successive renewal options must be calculated against original, not compounded, pricing.

**4.11.1 Renewal Option Percentage Price Adjustment  
1<sup>st</sup> Renewal Period: January 1, 2021 through December 31, 2021**

\_\_\_\_\_ % Applied to **Original Bid Pricing**

Vendor must identify below by checking appropriately as an INCREASE OR DECREASE percentage adjustment to original bid pricing:

Maximum Increase: \_\_\_\_\_ OR Minimum Decrease: \_\_\_\_\_

**4.11.2 Renewal Option Percentage Price Adjustment  
2<sup>nd</sup> Renewal Period: January 1, 2022 through December 31, 2022**

\_\_\_\_\_ % Applied to **Original Bid Pricing**

Vendor must identify below by checking appropriately as an INCREASE OR DECREASE percentage adjustment to original bid pricing:

Maximum Increase: \_\_\_\_\_ OR Minimum Decrease: \_\_\_\_\_

**4.11.3 Renewal Option Percentage Price Adjustment**



**3rd Renewal Period: January 1, 2023 through December 31, 2023**

\_\_\_\_\_ % Applied to **Original Bid Pricing**

Vendor must identify below by checking appropriately as an INCREASE OR DECREASE percentage adjustment to original bid pricing:

Maximum Increase: \_\_\_\_\_ OR Minimum Decrease: \_\_\_\_\_

**4.12** **Regular Days/Hours:** The bidder should identify the bidder's regular business days and hours in the available space:

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**4.13** **Bidder's Holidays:** The bidder should identify the bidder's holidays in the available space:

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**4.14** **Location:** Identify where installation/upfitting service will be performed, i.e., the address(es) including city and state of all shop locations where service will be provided:

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**4.15** **Scheduling:**

Are Appointments necessary? Yes or No (Circle One)

If YES, how far in advance must an appointment be scheduled?

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**4.16** **Facility Details:**

The bidder should provide the following information regarding each facility where Configuration upfitting will be performed:

Facility Name \_\_\_\_\_

Facility Location \_\_\_\_\_

# of Install Bays \_\_\_\_\_

# of Employees \_\_\_\_\_

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If more than one location will be used to perform Configuration upfitting, please copy the above and provide similar detail.

**4.17 LPR Experience:**

The bidder should describe the bidder's familiarity and experience with LPR technology, specifically LPR manufactured by ELSAG in the available space:

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**4.18 Whelen Experience:**

Address whether or not the bidder has factory trained and Whelen certified installation staff:

Yes or No (Circle One)

Address whether or not the bidder is an authorized installer and is capable of programming the Whelen CanTrol system:

Yes or No (Circle One)

Please provide any additional details about the bidder's experience and skill with Whelen products, especially the CanTrol product:

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**4.19 Configuration Upfit Completion Time:**

The bidder should state the time to complete the specific Configuration in the total number of workdays below:

Configuration #1: Enforcement Utility Vehicle: \_\_\_\_\_

Configuration #2: Enforcement Utility Vehicle with LPR: \_\_\_\_\_

Configuration #3: Enforcement Utility Vehicle with K9: \_\_\_\_\_

Configuration #4: Unmarked Detective Sedan: \_\_\_\_\_

Configuration #5: Unmarked Ford F-150 Truck: \_\_\_\_\_

Configuration #6: Administrative Utility Vehicle: \_\_\_\_\_

Configuration #7: Equipment Removal  
Enforcement Utility: \_\_\_\_\_

*End of Vendor Response and Pricing Pages – Other Forms Follow – Please Continue*

*(Please complete and return with Bid Response)*

**Certification Regarding  
Debarment, Suspension, Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary Covered transactions, as defined at 28 CFR Part 67, Section 67.510.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies that it and its principles:
  - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
  - b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
  - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
  - d) Have not within a three year period preceding this application had one or more public transactions (Federal, State, or Local) terminated for cause of default; and
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

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Name and Title of Authorized Representative

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Signature

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Date

## CERTIFICATION REGARDING LOBBYING

### *Certification for Contracts, Grants, Loans, and Cooperative Agreements*

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loan, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date

## Boone County Purchasing



Liz Palazzolo, Senior Buyer  
613 E. Ash St., Room 109  
Columbia, MO 65201  
Phone: (573) 886-4392  
Fax: (573) 886-4390

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### INSTRUCTIONS FOR COMPLIANCE WITH HOUSE BILL 1549

House Bill 1549 addresses the Department of Homeland Security's and the Social Security Administration's E-Verify Program (Employment Eligibility Verification Program) that requires the County to verify "lawful presence" of individuals when we contract for work/service; verify that contractor has programs to verify lawful presence of their employees when contracts exceed \$5,000; and a requirement for OSHA safety training for public works projects.

The County is required to obtain certification that the bidder awarded the attached contract participates in a federal work authorization program. To obtain additional information on the Department of Homeland Security's E-Verify program, go to:

<http://www.uscis.gov/portal/site/uscis/menuitem.eb1d4c2a3e5b9ac89243c6a7543f6d1a/?vgnextoid=75bce2e261405110VgnVCM1000004718190aRCRD&vgnnextchannel=75bce2e261405110VgnVCM1000004718190aRCRD>

Please complete and return form *Work Authorization Certification Pursuant to 285.530 RSMo* if your contract amount is in excess of \$5,000. **Attach to this form the first and last page of the *E-Verify Memorandum of Understanding* that you completed when enrolling for proof of enrollment.**

If you are an Individual/Proprietorship, then you must return the attached *Certification of Individual Bidder*. On that form, choose one of the three options that applies. Be sure to attach any required information for those options as detailed on the *Certification of Individual Bidder*. If you choose option number two, then you will also need to complete and return the attached form *Affidavit*.



**CERTIFICATION OF INDIVIDUAL BIDDER**

Pursuant to Section 208.009 RSMo, any person applying for or receiving any grant, contract, loan, retirement, welfare, health benefit, post secondary education, scholarship, disability benefit, housing benefit or food assistance who is over 18 must verify their lawful presence in the United States. Please indicate compliance below. Note: A parent or guardian applying for a public benefit on behalf of a child who is citizen or permanent resident need not comply.

**Option**

- \_\_\_\_\_ 1. I have provided a copy of documents showing citizenship or lawful presence in the United States. (Such proof may be a Missouri driver's license, U.S. passport, birth certificate, or immigration documents). Note: If the applicant is an alien, verification of lawful presence must occur prior to receiving a public benefit.
  
- \_\_\_\_\_ 2. I do not have the above documents, but provide an affidavit (copy attached – *see following page*) which may allow for temporary 90-day qualification.
  
- \_\_\_\_\_ 3. I have provided a completed application for a birth certificate pending in the State of \_\_\_\_\_. Qualification shall terminate upon receipt of the birth certificate or determination that a birth certificate does not exist because I am not a United States citizen.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name



**AFFIDAVIT**

**(Only Required for Certification of Individual Bidder (Option #2)**

*(see previous page)*

State of Missouri                    )  
  )SS.  
County of \_\_\_\_\_            )

I, the undersigned, being at least eighteen years of age, swear upon my oath that I am either a United States citizen or am classified by the United States government as being lawfully admitted for permanent residence.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Social Security Number  
or Other Federal I.D. Number

\_\_\_\_\_  
Printed Name

On the date above written \_\_\_\_\_ appeared before me and swore that the facts contained in the foregoing affidavit are true according to his/her best knowledge, information and belief.

\_\_\_\_\_  
Notary Public

My Commission Expires:



**Boone County Purchasing**  
613 E. Ash Street, Room 109  
Columbia, MO 65201

## ***Standard Terms and Conditions***

Liz Palazzolo, Senior Buyer  
Phone: (573) 886-4392 - Fax (573) 886-4390

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### **STANDARD TERMS AND CONDITIONS - BOONE COUNTY, MISSOURI**

1. Contractor shall comply with all applicable federal, state, and local laws and failure to do so, in County's sole discretion, shall give County the right to terminate this Contract.
2. 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.
3. 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.
4. 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. The Purchasing Director reserves the right, when only one bid has been received by the bid closing date, to delay the opening of bids to another date and time in order to revise specifications and/or establish further competition for the commodity or service required. The one (1) bid received will be retained unopened until the new Closing date, or at request of bidder, returned unopened for re-submittal at the new date and time of bid closing.
5. 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.
6. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
7. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
8. 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.
9. 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.
10. Failure to deliver as guaranteed may disqualify Bidder from future bidding.

11. 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.
12. No bid transmitted by fax machine or e-mail will be accepted.
13. 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.
14. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms. The resulting contract will be considered "Non-Exclusive". The County reserves the right to purchase from other vendors.
15. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the *Federal Transit Administration's Best Practices Procurement Manual – Appendix A*. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.
16. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
17. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.
18. For all bid responses over \$25,000, if any manufactured goods or commodities proposed with bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.
19. **For all titled vehicles and equipment the dealer must use the actual delivery date to the County on all transfer documents** including the Certificate of Origin (COO), Manufacturer's Statement of Origin (MSO), Bill of Sale (BOS), and Application for Title.
20. **Equipment and serial and model numbers** - The contractor is strongly encouraged to include equipment serial and model numbers for all amounts invoiced to the County. If equipment serial and model numbers are not provided on the face of the invoice, such information may be required by the County before issuing payment.

Revised 1/17/2018



**Boone County Purchasing**  
613 E. Ash St., Room 110  
Columbia, MO 65201

***“No Bid” Response Form***

Liz Palazzolo, CPPO, Senior Buyer  
(573) 886-4392 – Fax: (573) 886-4390  
lpalazzolo@boonecountymo.org

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**“NO BID RESPONSE FORM”**

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

If the vendor does 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 this form and return it to the Purchasing Department by mail, e-mail or fax.

**Bid: 53-01OCT19 – Installation of Emergency Electronics  
Equipment/Accessories for Law Enforcement Vehicles**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Contact: \_\_\_\_\_

Date: \_\_\_\_\_

Reason(s) for Not Bidding:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_