

KANAWHA COUNTY COMMISSION

P. O. BOX 3627
407 VIRGINIA STREET, EAST
CHARLESTON, WEST VIRGINIA 25336
(304) 357-0117

Request for Bids

Re: New 2011 15-Passenger Van for the Kanawha County Sheriff=s Department Day Report Division

Date: Aril 14, 2011

Fiscal Year: 2010-2011

Bid Opening: Bids must be received on or before Monday, April 25, 2011, at 11:30 a.m. in the Kanawha County Commission Purchasing Office, 407 Virginia Street, East, Third Floor, Room 229, Charleston, WV 25301 (P.O. Box 3627, Charleston, WV 25336)

INSTRUCTIONS TO BIDDERS:

***PLEASE USE THIS FORM AS THE COVER SHEET FOR YOUR BID**

- Bids must be received in a sealed envelope with the date and time of the bid opening on the outside of the envelope. Faxed bids will not be accepted.**
- Bid must be F.O.B. Delivery Point, unless otherwise indicated in Proposal.
- All bids should be signed and in ink, showing all facts and the total amount of the bid.
- Once bids are unsealed, all bid documents become Public Record.
- The County reserves the right to accept or reject in part or in whole any bid submitted, whichever is in the best interest of the County

Item No.	Description	Bid Amount
1	New 2011 15-Passenger Van for the Kanawha County Sheriff=s Department Day Report Division per the Attached Specifications	\$ _____

Vendor Name: _____ Signature: _____

Address: _____ Date: _____

Telephone: _____

E-Mail Address: _____

*****ATTENTION VENDORS*****

Have you registered for the Kanawha County Commission Automatic Vendor E-Mail Notification System for bid specifications? Register by visiting our website @ www.kanawhacounty.com/purchasing/alerts.

SPECIFICATIONS

COUNTY COMMISSION OF KANAWHA COUNTY CHARLESTON, WEST VIRGINIA

ITEM: New 2011 15-Passenger Van for the Kanawha County Sheriff=s Department Day Report Division

LOCATION: Kanawha County Sheriff's Department Day Report Division
409 Virginia Street, East
Charleston, WV 25301

CONTACT:	Jerie Whitehead Purchasing Director Kanawha County Commission jeriewhitehead@kanawha.us 407 Virginia St., East P.O. Box 3627 Charleston, WV 25336 Telephone (304) 357-0115	Don Searls Director Kanawha County Sheriff=s Dept., Day Report Division 900 Christopher Street Charleston, WV 25301 (304) 357-0387
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BID OPENING: Bids must be received in a sealed envelope, with the date and time of the bid opening on the outside of the envelope, on or before Monday, April 25, 2011, at 11:30 a.m., in the Kanawha County Commission Purchasing Office, 407 Virginia Street, East, Third Floor, Room 229, Charleston, West Virginia 25301 (P.O. Box 3627, Charleston, WV 25336). *Faxed bids will not be accepted.*

SPECIFICATIONS: The following specifications are intended to describe a new 2011 15-passenger van for the Kanawha County Sheriff=s Department Day Report Division and the details contained in these specifications are not intended to exclude any vendor from bidding, but are offered as a means of describing the needs of the Kanawha County Sheriff=s Department Day Report Division. All specifications are minimum requirements.

Specifications are to include but are not limited to the following:

1. New 2011 15-passenger van
2. White exterior
3. Rear-wheel drive, 3500, 155"
4. Manual outside mirrors
5. Glass Solar-Ray deep-tinted (all windows except light-tinted glass on windshield and driver and front passenger side glass)
6. Glass swing-out side door and rear cargo door windows
7. Glass enhanced-technology rearmost side windows 3-layer special glass designed to help reduce risk of ejection during a crash
8. Door swing-out passenger side 60/40 split
9. 15-passenger seating 2-3-3-3-4
10. Front bucket seats with vinyl trim and outboard head restraints

11. Custom vinyl bench rear seats
12. Full-length black rubberized-vinyl floor covering
13. Convenience package tilt-wheel and cruise control
14. Rear Window Defogger
15. Theft-deterrent system
AM/FM Stereo with digital clock and 2 front door speakers
16. Air conditioning single zone manual
17. Rear air conditioning and heat
18. Defogger front & side windows
19. Assist handle front passenger
20. V8, 6.0L engine with external engine oil cooler
21. 6-speed automatic transmission, heavy duty, electronically controlled with overdrive, tow/haul mode and internal transmission oil cooler
22. Tow/haul mode selector, instrument panel mounted
23. Heavy Duty Trailering Equipment
24. Brake/transmission shift interlock
25. StabiliTrak, traction assistance and vehicle stability enhancement system
26. Rear axle 3.73 ratio
27. Power steering
28. 4-wheel anti-lock brakes, 4-wheel disc
29. Emissions Federal requirements
30. Air bags, frontal driver and right-front passenger; head/side airbags for first three-rows
31. All-season blackwall tires; spare tire to be located at rear underbody of vehicle
32. Delivery to Charleston, West Virginia.
33. Include details on warranty terms and conditions with your bid

REQUIREMENTS:

Real Estate and Personal Property Taxes: A No bid will be accepted or opened on any County contract if the vendor is listed on the last published list of delinquent real or personal property taxes in Kanawha County; however, the Commission will accept bids by vendors who provide satisfactory proof of payment of current taxes or a certification from the Sheriff that no taxes are due prior to submission of said bid.@

Required Forms: Vendor shall complete and submit, or have on file with the County, a Vendor Registration and Disclosure Statement Form.

Once bids are unsealed, all bid documents become Public Record. The Kanawha County Commission reserves the right to reject any and/or all bids and to waive any informality in bidding.