



INVITATION FOR BID NO. 18-001

Fleets for the Future - Alternative Fuel Vehicles
c/o Rick Konrad
Cooperative Purchasing Program Manager
Email: rkonrad@mwkog.org

Offerors shall submit one (1) original and three (3) copies of their written bid and four (4) CD's or USB's with the complete bid to:

Cooperative Purchasing Program Manager
c/o Rick Konrad
Metropolitan Washington Council of Governments,
777 North Capitol Street, NE, Suite 300
Washington, DC 20002

Submission Date: December 19, 2017

Time: 2:00 PM EDT

INVITATION FOR BID

IFB No. 18- 001

**Fleets for the Future - Alternative Fuel Vehicles
Mid-Atlantic Purchasing Team (MAPT)
Metropolitan Washington Council of Governments (COG)**

I. Introduction

1. Mid-Atlantic Purchasing Team (MAPT) is a partnership between the Metropolitan Washington Council of Governments (COG) and the Baltimore Metropolitan Council (BMC) to provide a "Government-to-Government" procurement service for States, State Agencies, Local Governments, Districts, Authorities, and qualifying Not-for-Profit Corporations (Agencies).
2. In this procurement, COG, acting on behalf of its Agencies as Lead Agency, is soliciting competitive bids for equipment and/or services, which may be purchased by the Agencies during the contract term.
3. This Invitation to Bid (IFB) is being offered for the procurement of Alternative Fuel Vehicle for Agencies within the counties, cities and towns in the combined regions of Metropolitan Washington including the District of Columbia, Virginia, Maryland and Metropolitan Baltimore, as well as other regional governmental Agencies. All will be designated "Participating Agencies."
4. Alternate lease/purchase pricing is also an option that will be considered in this solicitation.

5. QUALIFICATIONS

- A. Bids will be accepted only from manufacturers or their authorized dealers that are licensed to do business in Maryland, Virginia, District of Columbia, or other jurisdictions participating in this IFB.
- B. Bids will be accepted only on vehicles that can be serviced by a dealer located near these jurisdictions (within 50 miles or less).
- C. Bidders must maintain service under the terms of the warranty and indicate where replacement parts may be obtained.
- D. If Bidder is not located Maryland, Virginia, District of Columbia, or other jurisdictions participating in this IFB, they must indicate the name and address of an authorized dealer in the area mentioned to serve as a servicing and/or a pick-up point. Bidder will be responsible for towing or transportation arising out of any condition due to the manufacturer's fault.
- E. The equipment bid on this IFB shall be the manufacturer's standard

equipment with no alterations other than those required to meet alternative fuel specifications. The Participating Agencies will not purchase altered equipment or custom designed equipment unless expressly provided for in this bid document.

6. This IFB is open to all Agencies in COG/MAPT regions as well as other regional government agencies and non-profits. It includes a Rider Clause (Attachment F) that allows other Agencies to use this procurement or the resulting contract(s) to make purchases in accordance with their own policies.
7. Bidders are requested **not** to contact the Agencies participating in the bid/award directly. Bidders are requested to only contact COG in **writing** with questions regarding this IFB.

Contact information is listed below:

Rick D. Konrad
 COG Cooperative Purchasing Program Manager
 777 North Capitol Street, NE, Suite 300
 Washington, DC 20002-4239
 Email rkonrad@COG.org

8. Participating Agencies on this IFB currently include:
 - A. Zone 1 (Metropolitan Washington)
 - City of Fairfax, VA
 - DC Water, DC
 - Emmitsburg, MD
 - Fairfax County, VA
 - Frederick County, MD
 - Georgetown University, DC
 - Landover Hills, MD
 - Montgomery County, MD
 - Prince George's County, MD
 - Rockville, MD
 - B. Zone 2 (Southern Virginia)
 - City of Chesapeake, VA
 - Halifax, VA
 - C. Zone 3 (Pennsylvania)
 - Kennett Square, PA
 - Lower Merion, PA
 - Middletown Township, PA

9. Vehicle Terminologies and Categories

BEV/EREV	battery electric vehicle and extended range electric vehicle
PHEV	plug-in hybrid electric vehicle
HEV/HHV	hybrid electric vehicle and hydraulic hybrid vehicle
E85 (added)	85% ethanol/15% gasoline vehicle
Propane (autogas)	Propane
CNG	Compressed natural gas

Group ID	Description
Grp 1	Cab-Chassis (e.g., util., flatbed, shuttle, sweeper, box, tow, refuse, dump upfit)
Grp 1a	Refuse (Low Cab Forward - LCF and/or Cab-Over Engine - COE)
Grp 2	Pickup trucks incl. standard/extended/crew cabs, short/regular/long beds)
Grp 3	Cutaway chassis for upfit (e.g., w shuttle, walk-in packages)
Grp 4	Strip Chassis for upfit (e.g., w walk-in van, stepvan, shuttle bus, or other specialty upfit package)
Grp 5	Complete van (i.e., not stepvan or walk-in van - see strip chassis above)
Grp 6	SUVs/Crossovers (X-over) (Note: HEV options are not shown for this group)
Grp 7	Sedans: micro-, sub-, compact, midsize - (HEVs not shown for this group)
Grp 7	Sedans (continued) - (HEVs not shown for this group)
Grp 8	Specialty Vehicles (Police/Fire/EMS Rescue)
Grp 9	School Bus

II. **BID INSTRUCTIONS**

The successful Bidder(s) shall meet the following criteria:

1. Qualified businesses are requested to submit bids to the COG Cooperative Purchasing Program Manager not later than 2:00 PM EDT on December 12, 2017. At which time bids will be opened in the presence of witnesses.
2. The Bidder must include the documentation as specified or the Bidder may be determined to be non-responsive and could be rejected. See also Bidder’s Checklist on the Bid Form.
 - A. The Bidder must have at least five (5) years of experience in the supply and delivery of alternative fuel vehicles. Please complete attached COG QUALIFICATION FORM (Attachment A). Experience with governmental organizations is preferred.
 - B. Contact information for Bidder’s company representative must be included on the CONTACT INFORMATION FORM (Attachment B).
 - C. Each bid shall be accompanied by a NON-COLLUSION AFFIDAVIT regarding price fixing, gratuities, bribery, debarment and discriminatory employment

practices. When Bidder is a corporation, a duly authorized representative shall execute the affidavit (Attachment C).

- D. References are to be provided from three (3) clients who are being, or have been, provided similar products and services from Bidder (Attachment D).
 - E. All bids are to be submitted using the BID REPLY LABEL on the outside of the solicitation package to identify the bid (Attachment E).
 - F. Accord Form – Proof of Insurance pursuant to Terms and Conditions (Attachment G).
 - G. Bid Form(s) including all prices pursuant to the instructions below.
3. All bids must be signed by responsible company officials and delivered in a sealed envelope no later than the time and date indicated herein. Bids received after the time and date indicated will be returned unopened.
 4. Award will be made to the lowest responsive and responsible Bidder. Bidders must be responsive, i.e. meet the requirements of experience and qualifications of this IFB.
 5. Multiple Bidders may be awarded portions of the items covered by this IFB. Participating Agencies have the right to contract for the bids awarded in their entirety, in groups or by individual items.
 6. Substitutions
 - A. Because of the distinct disparity in quality and, more importantly, the cost of certain products and when it has been determined that no other manner of description suffices, proprietary specification (brand names) have been used for some items.
 - B. The use of brand names in no way precludes any Bidder from submitting alternative equivalent items for those items if the brand substitution is an item of equal or better quality.
 7. Clarifications via Addenda
 - A. Questions regarding discrepancies, omissions, specifications, bid instructions, or the bid form may be directed **in writing only** at least seven (7) business days before the bid opening to Rick Konrad, at rkonrad@COG.org.
 - B. Exceptions taken do not obligate COG to change the specifications. If no changes are needed, then no addendum will be issued.
 - C. COG will notify all Bidders in writing, by addendum issued at least five (5) business days before the bid opening of any updated interpretations, specifications, or instructions.

- D. It is the responsibility of Bidder to check and see if addenda have been issued on Bidder Website at www.COG.org/purchasing-and-bids/cog-bids-and-rfps/
 - E. Bid responses should indicate that Bidders have reviewed the latest addenda on the bid form.
8. All equipment and supplies offered in a bid must be new and of the current production year and available from the Bidder unless the IFB clearly specifies that used, reconditioned, or remanufactured equipment and supplies may be offered.
 9. Firm fixed prices shall include all handling and shipping charges FOB destination, freight allowed unless otherwise specified in the IFB.
 10. The firm fixed prices shall remain valid for 90 days from Bid opening, unless otherwise indicated. If the bid is accepted, prices shall be firm for the specified contract period.
 11. COG shall award of contract(s) in consultation with the Participating Agencies to the lowest, responsible and responsive Bidder(s). Awards shall be made to Bidder whose bid:
 - A. Complies with all mandatory specifications and requirements of the bid.
 - B. Is the lowest and best bid, considering price, responsiveness and responsibility of Bidder, and all other evaluation criteria specified in the bid.
 12. When evaluating a bid, COG and the Participating Agencies reserve the right to consider relevant information and fact, whether gained from a bid, from a Bidder, from Bidder's references, or from any other source.
 13. In the event of a discrepancy between the unit price and the extension, the unit price shall prevail.
 14. All final award determinations are made by COG in consultation with the Participating Agencies named in Section I.8 above. NOTE: Each Participating Agency will issue and manage its own contracts and/or purchase orders.
 15. Bidders must acknowledge their understanding of the all terms listed in this IFB by signing Bidder Qualification Form (Attachment A) and the Bid Form and returning these documents with their submission.
 16. COG, as awarding authority, reserves the right to cancel this IFB, or reject in whole or in part any all bids, if COG determines that cancellation or rejection serves the best interests of COG or the Participating Agencies.
 17. COG plans to award or reject in whole all bids within 90 days of the bid opening, unless COG extends said period at its sole discretion.

18. Bids are due at the designated time and date and should be submitted in the following formats:

- A. In a sealed envelope with the Bid Reply Label affixed to the outside
- B. Submit one (1) original and three (3) complete paper copies of the Bid AND four (4) digital copies of the complete Bid.

III. GENERAL CONDITIONS

1. Due to the importance of product quality and manufacturer support and certification, Bidders must be able to show they are a licensed distributor for products as appropriate.

2. PURCHASE AND DELIVERY TERMS

- A. No minimum order quantity.
- B. Successful Bidders shall accept orders via mail, facsimile, email, telephone and online web form from the Participating Agency if accompanied by a Purchase Order number.
- C. Time is of the essence. Deliveries of equipment must be made no later than the time stated in the contract or within a reasonable period of time, if a specific time is not stated.
- D. Delivery will be to each Participating Agency as designated in the resulting contract.
- E. Freight terms for all orders requested "delivered" shall be FOB destination Freight Prepaid. All delivery charges, fees, insurance, expenses, and/or overhead shall be included within bid price.
- F. The Bidder, at its choosing, may charge a delivery fee when delivering vehicles outside of a 50-mile radius from their dealership. This fee may be taken into consideration by COG when determining a lowest total cost for a vehicle. Delivery fees shall be entered on the bid response page.
- G. No taxes will be included in the price.
- H. A packing slip shall accompany all deliveries. The packing slip must include the Participating Agency's purchase order number. Any delivery that does not identify the Participating Agency's purchase order number will be rejected. On the packing slip, Bidder shall obtain a signature from the Participating Agency employee for all items delivered. Bidder will be required to furnish proof of delivery in case of dispute.

3 INSPECTION AND ACCEPTANCE

- A. No equipment and/or services received by a Participating Agency pursuant to a contract shall be deemed accepted until the Participating Agency has had reasonable opportunity to inspect said equipment.
- B. All equipment and/or services which do not comply with the specifications or requirements or which are otherwise unacceptable or defective may be rejected. In addition, all equipment, and/or services which are discovered to be defective or which do not conform to any warranty of the contractor upon inspection (or at any later time if the defects contained were not reasonably ascertainable upon the initial inspection) may be rejected.
- C. The Participating Agency reserves the right to return any such rejected shipment at the contractor's expense for full credit or replacement and to specify a reasonable date by which replacements must be received.
- D. The Participating Agency's right to reject any unacceptable equipment and/or services shall not exclude any other legal, equitable or contractual remedies available to the Participating Agency.
- E. Each vehicle shall be delivered completely serviced. The servicing program shall include not less than the following operation: lubrication; wheel alignment; front wheel balancing; wiring check; body conditioning; and all other inspection and tests normally performed on a new automobile. Bidders may be required to describe new car inspection and testing prior to delivery of a new vehicle.
- F. Parts of this servicing may be performed at the manufacturer's assembly plant if proper facilities are available there. However, final servicing check-up, including final body conditions, wheel alignment, wheel balancing, and cleanup must be made in the Bidder's shop or designated dealer location.
- G. If a vehicle is delivered with minor deviations or improper servicing, the Bidder must arrange to have the necessary work done within 48 hours (exclusive of Saturday, Sunday, and holidays) after written notification from the Participating Agency at no additional cost to the Participating Agency.
- H. All safety items and air pollution controls, as required by federal and state statutes and regulations, shall be included on the vehicle when delivered. Options requested shall not be in conflict or be construed as modifying the statutes or regulations.
- I. Each vehicle shall be protected with permanent-type antifreeze to not less than -30 degrees F. The cooling system should be tagged to indicate the make and type of antifreeze used and the degree of protection provided.
- J. No name other than the manufacturer shall appear on the vehicle. At the time

of delivery, the vehicle's odometer reading shall not exceed 100 miles.

- K. All vehicles covered under the Federal Information Disclosure Act shall have a price and optional equipment list attached to a window at the time of delivery or acceptance.

4. CONTRACT PERFORMANCE

- A. Bidders with a documented record of poor performance may be replaced by the next competitive Bidder.
- B. Performance issues may be related to delivery, product performance, and inability to meet the warranty requirements.

5. PRICES / BILLING

- A. The prices quoted by the successful Bidder shall remain firm during the initial MODEL YEAR contract period.
 - 1) Prices shall be F.O.B. the purchasing Participating Agency
 - 2) Prices quoted shall be submitted on a no trade-in basis
 - 3) Prices shall include all service and warranty charges necessary for the delivery of a road-ready vehicle
 - 4) Net cost shall include all transportation charges, dealer prep charges, and inspection fees
 - 5) OPTIONS PRICING shall not exceed Manufacturer Standard Retail Pricing, (MSRP). Documentation of MSRP options pricing must be included with bid submittal. Failure to include MSRP documentation may result in the rejection of the bid
 - 6) MSRP pricing pages shall be placed directly behind each item specified, in proper sequence, in the Detailed Specifications section of this procurement
- B. For each subsequent renewal term, the Bidder shall notify the Participating Agency at least 45 calendar days prior to the increase in price taking effect and submit a request for a price increase by furnishing bona-fide manufacturer's documents or a price list reflecting the changes. Increases shall be limited to the **actual** cost increase to the Bidder (See also Section III.8).
- C. Price increase requests may be denied if not supported with appropriate price increase justification.

- D. Each Participating Agency reserves the right to accept or reject a price increase within 14 calendar days of written request for a price increase. If the price increase is rejected, the specific item will be canceled. If the price increase is approved, the price will remain firm for the renewal term for which it was requested.
- E. The Bidder shall setup its billing system to ensure that all Participating Agency invoices **do not** include sales tax. Participating Agencies will provide certificate of exemption for sales tax upon request.
- F. INVOICE PROCEDURE FOR SUCCESSFUL CONTRACTORS: To facilitate prompt payment, invoices must contain the commodity and/or service descriptions as per the Bid Form with unit and total pricing. Invoices failing to contain the required line item detail, including contract line number and unit pricing, may be returned for correction.
- G. The Bidder shall assign a dedicated key account representative and provide their contact information for customer service and invoice issues. Include the name and contact information of the assigned representative in the Contact Information Form (Attachment B).

6. COOPERATIVE PURCHASE

- A. COG as an agent to MAPT Participating Agencies reserves the right to extend all of the terms, conditions, specifications, and unit or other prices of any contract resulting from this procurement to any and all public bodies, political subdivisions, school districts, community colleges, colleges, and universities, including non-public schools.

This is conditioned upon mutual agreement, based on the attached Rider Clause (Attachment F), of all parties pursuant to special requirements which may be appended thereto.

- B. The Bidder agrees to notify COG of the Agencies that desire to use any contract resulting from this bid and to provide reporting as required pursuant to this procurement (Section III.7).
- C. COG and MAPT assume no authority, liability, or obligation, on behalf of any Participating Agency that may use any contracts resulting from this IFB. All purchases and payment transactions will be made directly between the contractor and the Participating Agency. Any exceptions to this requirement must be specifically noted in the bid response.

7. PARTICIPATION AND SALES REPORTING

- A. The Bidder agrees to provide summary information on the purchases by the Participating Agencies through the purchasing program associated with this procurement on a quarterly basis to allow COG to monitor the program's use

and benefit to its Participating Agencies.

Annual reporting Due Dates:

- July 30, 2018 – covering July 1, 2017 – June 30, 2018
- July 30, 2019 – covering July 1, 2018 – June 30, 2019
- July 30, 2020 – covering July 1, 2019 – June 30, 2020

- B. The annual report will provide sales data broken down by item, quantity, unit cost and total cost for each Participating Agency within the timeframe laid out above. The Bidder shall establish an accounting system or process that will enable the tracking and reporting of sales to Participating Agencies under this IFB.
- C. The Bidder shall report all participants that choose to ride the procurement to COG within 30 days of their first purchase and add them to the above reporting matrix.

8. CONTRACT TERMS

- A. The initial contract period shall be for 1 year. COG, on behalf of the Participating Agencies, will notify the Bidder(s) of the intention to extend the contract for up two (2) additional years [in one (1) year increments], at least 60 days prior to the extension.
- B. Bidder shall notify all Participating Agencies of any price increases which shall take effect in the next year at least 45 days prior to the end of the contract period (pursuant to Section III.5.B-D).
- C. Notification shall be in writing and shall identify what items, the new price, and the amount of increase specified as a percentage (%).

9. The award and resultant contract(s) shall be non-exclusive. Each Participating Agency shall determine its method of purchasing equipment from the Bidder(s) who receive this award. The Participating Agencies which use this procurement shall have all rights and remedies which COG has in this IFB and the contract following from it with the successful Bidder(s).
10. The Bidder shall assign a salesperson/customer services representative to address product quality and delivery issues. Include the name and contact information of the assigned representative in the Contact Information Form (Attachment B).
11. Bidders are advised that the items on the Bid Form(s) are the most commonly used and ordered items. The successful Bidder shall be required to provide the specified item at the specified price. If quantities are to be limited, the bid shall specify what the limited quantities are, separately under Exceptions, at the end of the Bid Form. Limiting quantities may void award of the item in determining the bid award(s).

IV. SPECIFICATIONS

1. These specifications intend that the Bidder shall furnish, and any Participating Agency shall purchase, Alternative Fuel Vehicles in accordance with the resulting contract(s) as each Participating Agency may require during the specified period of time. The quantities, if shown, are approximate and are for the purposes of bid evaluation.
2. Each Participating Agency reserves the right to order equipment as required during the contract period.
3. Each Participating Agency also reserves the right not to order equipment bid upon if the Participating Agency does not require such equipment during the contract period or the budget for that period cannot support the purchase.
4. The intent of this IFB is to solicit bids and award contracts for current model year cars, trucks, vans, and cab and chassis required by the Participating Agencies named in this document.
5. Vehicle specification sheets for each item are attached. It is important that columns under the heading of “Manufacturer’s Code” and “Price” are filled in where applicable.
 - A. Your “Yes” or “No” response MUST be indicated under the heading “Meets Specs”.
 - B. Bidders must complete all information under Optional Equipment by inserting a manufacturer’s code, a price, indication that this option is not available, or included in standard, dealer-add item, etc. Incomplete bids may be rejected.
- 6 Bidders must comply with all special requirements of the Participating Agencies including any Occupational or Business License requirements.
- 7 Responses must be legible or the bid may be rejected.
- 8 Vehicles shall be the current model year in standard production, as ordinarily furnished to the general public, except as otherwise specified herein. Dealer shall submit production schedules with the bid package.
- 9 All safety items and air pollution controls required by Federal and State statutes and regulations shall be included on the vehicle when delivered. Options requested shall not conflict with or construed as modifying these statutes or regulations.
- 10 All vehicles shall be corrosion protected, and a copy of the manufacturer’s corrosion warranty and any applicable sticker shall be provided to the purchasing Participating Agency with delivery of the vehicles.
- 11 All options, when available, shall be factory OEM (original equipment manufacturer)

installed. When dealer installed options are bid, please note on the bid document that these options are not factory installed.

12 Bidders MUST meet the minimum specification of every item listed in the Specifications for all vehicles that they choose to bid or the bid may be rejected.

13 Exceptions – attach additional pages in the appropriate sections of this bid for any exceptions that cannot be explained in the fields provided.

14 WARRANTY

- A. The contractor expressly warrants that all equipment, supplies, and/or services in accordance with generally accepted industry standards, practices and principles applicable to the work and shall:
- 1) conform to each specification or other description which was furnished
 - 2) be fit and sufficient for the purpose expressed in the IFB
 - 3) be of good materials and workmanship
 - 4) be free from defect
- B. The contractor shall timely replace a defective product at its own cost.
- C. It will be the responsibility of the successful Bidder to arrange warranty work in such a manner as to afford convenient and expeditious warranty service at a local facility (within 30 miles) or assume the responsibility of pickup and return of unit to the purchasing Participating Agency at no additional cost to the Participating Agency.
- D. Manufacturer's written statement of warranty or a copy thereof shall be submitted with the bid response. The Bidder shall warrant the vehicle and furnish equipment against parts failure or malfunction due to design, construction or installation error, defective workmanship, and missing or incorrect parts for a minimum of 12 months.
- E. However, if Bidder receives from any supplier any additional warranty overall or any components of the vehicle in the form of time or mileage, including any pro-rate arrangements, or Bidder generally extends to its commercial customers a greater or extended coverage, the Participating Agencies shall receive corresponding warranty benefits.
- F. The manufacturer's standard warranty shall be honored by all manufacturers' dealers in various jurisdictions included in this IFB.
- G. Bidders will provide the starting date of the warranty in the specification section of their bid response.

15 VEHICLE SPECIFICATIONS

A. Truck Categories

Class 1	Light truck	0–6,000 pounds	Dodge Dakota , Chevrolet Colorado/GMC Canyon , Toyota Tacoma , Nissan Frontier , Ford Ranger
Class 2	Light truck	6,001–10,000 pounds	Ram 1500 , Chevrolet Silverado 1500 , Ford F-150
Class 3	Light truck	10,001–14,000 pounds	Ram 3500, GMC Sierra 3500 , Ford E-350 , Ford F-350 , Hummer H1
Class 4	Medium truck	14,001–16,000 pounds	Ram 4500, GMC 4500 , Ford E-450 , Ford F-450
Class 5	Medium truck	16,001–19,500 pounds	Ram 5500, GMC 5500 , Ford F-550 , International TerraStar
Class 6	Medium truck	19,501–26,000 pounds	Chevrolet Kodiak/GMC TopKick C6500 , Ford F-650 , International Durastar ^[11]
Class 7	Heavy truck	26,001–33,000 pounds	Autocar ACMD, GMC C7500, Ford F-750
Class 8	Heavy truck	33,001 pounds	Autocar ACX, International WorkStar , Kenworth T600 , Kenworth T660 , Kenworth T680 - Semi-trailer trucks fall into this category
Class 9	Super-heavy / special duty truck	33,001 pounds	Usually class 8 truck with special duty characteristics, e.g. - Autocar ACX 12x6, International WorkStar , Western Star 6900 (6900XD or 6900TS)

Source: https://en.wikipedia.org/wiki/Truck_classification

B. Procurement Chart

See separate Attachment B

C. Special Vehicle Specifications

1) Specifications for CNG and LPG Platforms

Model 18 CNG	Fuel	GGE	Notes
F150	CNG	10	BiFuel Only
F150	CNG	17	BiFuel Only; 18 x 60; 6.5' Bed
F150	CNG	23	BiFuel Only; 21 x 60; 6.5' Bed
F250/350	CNG	17	Dedicated or BiFuel; 18 x 60; 6.5" Bed
F250/350	CNG	23	Dedicated or BiFuel; 21 x 60; 6.5" Bed
F250/350 (underbody)	CNG	16	Dedicated 6.5'Bed or Cab/Chassis
Transit Passenger	CNG	20	Dedicated Only; 25 x 40; Med or High Roof
Transit Cargo	CNG	23	Dedicated Only; 21 x 60; Low Roof Only
Model 18 LPG	Fuel		
F150	LPG	40	BiFuel Only
F150	LPG	21	BiFuel Only
F250/350	LPG	40	BiFuel Only
F250/350	LPG	21	BiFuel Only
Transit	LPG	21	BiFuel Only
Custom/Upfit/Partner			Utilizing Ship Through Partners CNG/LPG
E450	CNG/LPG	30	Underbody Tanks
E450	CNG/LPG	40	Underbody Tanks
F450/550 IBOX	CNG	42	Behind the Cab ; 2 - 18 x 78 tanks
F450/550 Frame Rail	CNG	42	Outer Frame Rail, 2 - 18 x 78 tanks
F650/750 IBOX	CNG	42	Behind the Cab ; 2 - 18 x 78 tanks
F650/750 Frame Rail	CNG	42	Outer Frame Rail, 2 - 18 x 78 tanks
F53/59 Frame Rail	CNG	42	Outer Frame Rail, 2 - 18 x 78 tanks

2) Tractor/Trailer (DC Water)

Special Specification - Truck Tractor, Tandem Axle (Class 8)

INTENDED USE - TOWING A FIFTH WHEEL TYPE SEMI TRAILER AND TRANSPORTING UP TO TWO (2) INDIVIDUALS ON PAVED AND UNPAVED, GRADED ROADS

- a) Class 8 Truck 120,000 lbs. GVWR (Gross Vehicle Weight Rating is the total maximum weight of a fully equipped, fully loaded truck)
- b) ENGINE: Bi-Fuel CNG-Diesel, wet sleeve, 14.0L, 435 Gross HP (per the latest issue of SAE J1349), 1650 lbs.-ft. Gross Torque, 2000 governed RPM, minimum. The following engines, or approved equivalent, are acceptable:
 - (1) CAT C15: 14.6L, 435 Gross HP, 1650 lbs.- ft. Gross Torque
 - (2) CUMMINS ISX450: 14.9L, 450 Gross HP, 1650 lbs.-ft. Gross Torque
 - (3) DETROIT SERIES 60: 14.0L, 435 Gross HP, 1650 lbs.-ft. Gross Torque
- c) Standard cooling system with antifreeze
- d) Dry type air cleaner with service (restriction) indicator
- e) Single vertical or horizontal muffler and a vertical exhaust pipe with rain cap
- f) Speed/cruise control
- g) ELECTRICAL SYSTEM:
 - (1) Minimum 100 amps 12 v. alternator
 - (2) Batteries to have a minimum total of 1875 CCA @ 0 degrees Fahrenheit.
- h) TRANSMISSION:
 - (1) Manual overdrive transmission with provisions for a PTO and a minimum of 10 forward speeds. Transmission must have a minimum low gear reduction of 14.56:1
 - (2) Transmission shall be filled with synthetic lubricant
 - (3) Minimum 15.5 inches two-plate ceramic-faced clutch
 - (4) Transmission oil cooler

i) AXLES & SUSPENSION

- (1) Steel front axle and suspension, minimum 12,000 lbs. capacity
- (2) Front shock absorbers
- (3) Front wheel oil-lubricated bearings and seals
- (4) Single speed tandem drive rear axle, minimum 46,000 lbs. capacity. Rear axle ratio is to be a 4.56 or the closest possible ratio available that will provide a top speed of approximately 65 MPH. Minimum 46,000 lbs. rear suspension with minimum 54 inch steel walking beams. Hendrickson RT2-460/RT-463 or approved equivalent
- (5) Front wheel hubs and rear axle shall be filled with synthetic lubricant

j) PERFORMANCE ITEMS:

- (1) Factory installed speedometer; odometer, ammeter or voltmeter, fuel gauge, engine oil pressure gauge, coolant temperature gauge, tachometer, air pressure gauge and dash mounted engine hourmeter
- (2) Power steering

k) COMFORT ITEMS:

- (1) Factory installed AM-FM radio
- (2) Air conditioner with integral heater and defroster
- (3) Arm rests both sides, if available; sun visors, both sides
- (4) Tinted glass all windows, including windshield

l) SAFETY ITEMS:

- (1) Air horn(s), mounted under the cab or hood, or behind the front bumper
- (2) Standard electric horn
- (3) Daytime running lights
- (4) Outside mirrors, left and right side. Mirrors to be 6 inches x

12 inches, minimum, with convex mirrors on both sides. Mirrors and brackets shall be of rust and corrosive resistance materials such as stainless steel, aluminum, coated metals or composite materials. Painted mirrors and brackets are not acceptable

- (5) Automatic-adjustable volume backup alarm. Must meet latest issue of SAE J994, Type B, 107dB (A). Factory or dealer installed
- (6) Rear quarter fenders, plastic, rubber or stainless steel. Factory or dealer installed. NOTE: NO VENDOR ADVERTISING OR IDENTIFICATION WILL BE PERMITTED ON FENDERS
- (7) Rain Flaps: Splash and spray suppressant rain flaps, straight grass type, installed on heavy-duty hangers. Factory or dealer installed. NOTE: NO VENDOR ADVERTISING OR IDENTIFICATION WILL BE PERMITTED ON RAIN FLAPS
- (8) All access steps shall be self-cleaning slip-resistant grating

m) BRAKES

- (1) ABS air brake system, minimum 13.2 cfm air compressor
- (2) Spring applied parking brake
- (3) Front and rear automatic slack adjusters
- (4) Front and rear dust shields
- (5) Outboard mounted brake drums, front and rear, if available (NOTE: Allows brake repair without removing axle hubs.)
- (6) Low air pressure warning indicator
- (7) Air dryer with heater. Bendix AD-9, AD-IP, AD-IS, Wabco System Saver 1200 or approved equivalent

n) TIRES & WHEELS:

- (1) Ten (10) 11R22.5H (16PR) or larger tubeless radial tires with highway tread
- (2) All wheels to be one-piece steel disc, 10-hole, I.S.O. hub pilot mount, 22.5 inch diameter

- (3) Front, inside rear and outside rear wheels to be fully interchangeable

o) CHASSIS, FRAME, CAB:

- (1) Minimum 58,000 lbs. GVWR, 120,000 lbs. GCWR, factory certified
- (2) Minimum 2,700,000 in-lbs. RBM to rear end of frame, factory reinforced if necessary
- (3) Cab-to-axle dimension of 96-102 inches
- (4) Fuel tank(s), minimum 150 U.S. gallons
- (5) Front tow hooks or tow pins
- (6) Standard front bumper

p) CAB EQUIPMENT:

- (1) Conventional cab, with tilt-type hood and fender assembly
- (2) High back air suspension driver seat with matching fixed base companion seat
- (3) Grab handle(s) for cab entry, located at each entry door
- (4) Manufacturer's standard paint and colors
- (5) Rear cab window with fixed tinted glass

q) TRACTOR ITEMS:

- (1) Air operated cab-controlled, adjustable fifth wheel. Fifth wheel shall have a slide travel length of 24 inches. Simplex II, Holland FW2570 slider, Fontaine SLHAWB 24" or approved equivalent. Factory or dealer installed. Fifth wheel height (unloaded) must range from 48 inches minimum to 50 inches maximum. Specified height is the distance from the ground to the top of the fifth wheel

r) FIFTH WHEEL MFR. – Conmet Model No. Simplex II

- (1) Hand controlled trailer brake connection and double check breakaway valves

- (2) Minimum 12 foot coiled tractor/trailer brake hoses with hanger
- (3) Minimum 12 foot coiled tractor/trailer seven wire light cable with adapter plug
- (4) Heavy-duty aluminum fifth wheel safety platform, minimum 24 inches in length. Factory or dealer installed

s) CONDITIONS:

- (1) Bidder shall provide a manufacturer's print-out (Ford "DORA"/"Commerical Truck Tools", Freightliner "Spec Pro", "GM AutoBook", International "Vehicle Specifications", Mack "Order/Customr/Vehicle Information", Sterling "Spec Pro", or approved equivalent) to verify the vehicle bid meets all the requirements of this specification. Also, any dealer installed aftermarket components, if specified, must be noted on the manufacturer's print-out
- (2) Welding shall not be permitted on the frame side rails, nor shall the frame rails be cut to lengthen or shorten the wheelbase. Wheelbase modifications are allowed only by sliding the suspension with the "AF" dimension affected accordingly (excess length behind the rear axle may be cut off as required). Any wheelbase modification shall result in a wheelbase and frame combination that is identical to one available from the manufacturer
- (3) Paint numbers are referenced only to identify colors

- 3) Tractor Trailer (DC Water) [See Item "2)" above provide a separate price for this item]

Dumping bed tractor trailer with an open topped trailer, 26' being the ideal length of the trailer, but can go up to 28'

- a) Tandem axle in the back. Set of steers. Tandem tractor axle
- b) Hydraulic wet line
- c) Vibrating bed
- d) Shorter wheel base, 190" to 220", shorter base has better turning

radius, needed for city driving, 200" would be ideal

- e) Splash guards per MD & VA requirements
- f) Manual roll-top tarp. Seal tarp (i.e. not mesh)
- g) Ladder access to trailer
- h) Frame trailer (i.e. not frameless)
- i) Airbag trailer (air ride) (i.e. not springs)
- j) Lined trailer
- k) Smooth sides on the trailer to allow for branding
- l) 4 turnbuckles on gate
- m) Air ride rear suspension is a must for dumping, provides stability on uneven ground

NOTE: Tractor and Trailer should be certified to haul 80,000 lbs.

4) Trash Trucks (Chesapeake, VA)

*Specifications must meet or exceed those presented below

a) Rear Loader

(1) 2018 Freightliner M2-112

i. Engine: Cummins ISLG Transmission: Allison 4500 RDS

ii. Rear Axle: 46,000 lbs.

iii. Front Axle: 16,000 lbs.

iv. Painted White

(2) HEIL - Rear Loader PT 1000 25 Cubic Yard; 3.0 Cubic Yard Hopper; Smooth

(3) Side Body Construction; Bolt-On ANSI Rear Riding Steps; Tailgate Service Props; Remote Mount Cast Iron Roller Bearing Gear Pump (Less PTO); Chrome Plated Single Stage Cylinder Rods; Quick Change UHMW Ejector Slides; Wide Trak Easy-Change Carrier Slides; Underbody Mounted

Oil Tank; Level / Temperature/Sight Gauge for Hydraulic Oil Tank; Oil Suction Shut-Off Valve; 3 Micron Return Line Filter with Magnetic Trap and In-Cab Filter Bypass Monitor; 140 Micron Suction Line Strainer; Regenerative Valve for Fast Packer & Reload Times; Neutral Safety Switch for Automatic Transmissions Only; Right Side Buzzer Controls; Right Side Packer Controls; Backup Alarm; Backup & License Plate Lights; Center Mounted Brake Light; Duplicate High & Low Mount Stop, Turn, & Tail Lights; Mid-Body Turn Signals; Hinged left side body access door with step and grab; FMVSS #108 Clearance Lights & Reflectors; ICC Reflective Tape; Rear Camera Bracket & Flood Lights-Reverse Activated; Dual Emergency Stop Buttons - One on Each Side of the Tailgate; Body undercoating; Customer's Choice of One Color Finish Paint; Standard One (1) Year (2,000 Hours of Operation) Warranty; ANSI Z 245.1-1999 Compliant; Cavity coat and joint sealer; Chrome Ejector Cylinder; COLOR: WHITE - N0007

- (4) Full Factory Mount
- (5) Alternative Fuel (CNG/LNG) Handling Fee-Tank & Gas for Internal Transport
- (6) Hot Shift PTO with Overspeed Protection
- (7) Direct Mount Gear Pump
- (8) Left Hand Buzzer Kit
- (9) Hopper Work Light Kit-Switch on Tailgate
- (10) Peterson Multi-Function (SMART) LED Strobe/Turn Lamps- Includes LED Light Package for Entire Unit
- (11) Heavy Duty Hopper Overlay Package (Bottom & Sides 3/16" T-1) Liner Hopper Wall Overlay Liners@ 400 BHN-145,000 PSI)
- (12) Mud Flaps- Anti-Sail/ Anti-Splash- Tailgate Mounted Behind Rear Tires
- (13) Broom & Shovel Rack-Mounted on Tailgate
- (14) Side Door Interlock Kit- Shuts Down Pump when Open (Requires Hot Shift PTO or Front Mount Pump)
- (15) Peterson Lights Wired to Come On Anytime Below 25 MPH'

- (16) 1/4" 80,000 PSI Body Floor
- (17) Momentum Fuel Technologies - 60 OGE RH Side Mount Fuel System - with Cab Access Steps, Stand Alone Fuel Management Module, Analog Gauge, WITHOUT Smart Electronics
- (18) KIT: Front Bumper Fill Kit
- (19) MOMENTUM Smart Electronics Package: Includes Digital Gauge with Fuel level, PSI, and Distance Till Empty.
- (20) 3rd Eye Single Camera with LCD Color Monitor
- (21) Monitor Location-ROOF
- (22) Snow Plow –
 - i. Henke 36R101S – 10 Foot Reversible Snowplow
 - 36" high with 10 gauge, rolled plate moldboard and integral snow shield
 - adjustable trip
 - hydraulic power reverse with (2) 3" x 10" x 2" D.A. cylinders & cushion valve
 - inverted circle pushframe, A-Frame and swivel plate
 - 5/8" x 8" SAE 1084 high carbon steel cutting edge
 - hitch, plow portion (UH 30" c-c)
 - electric over hydraulic pump
 - ii. Mushroom Shoe Running Gear
 - iii. Curb Shoes
 - iv. Snow plow light kit with brackets
- (23) Jack

No title or tag fees included.

Price includes freight.

b) Grapple Truck

- (1) 2018 Freightliner M2-112
 - i. Engine: Cummins ISLG Transmission: Allison 3500 RDS
 - ii. Front Axle: 16,000 lbs.
 - iii. Rear Axle: 30,000 lbs.
 - iv. Painted White
- (2) Pac-Mac KB222A-SU Loader - 12" Main Boom and 1 0' Fixed Tip Boom – A
 - i. Style Outriggers
 - ii. Dual Walk-Thru Hydraulic Joystick Controls - Ergonomic Grip
 - iii. Painted Black
- (3) Pac-Mac Body - TKB2030 20' 30 cu yd TBS Dual Outboard Cylinders (Single Axle Only) - 6' Tall Walls Painted Black
- (4) Pac-Mac Single Door for 6' Tall Bodies with Grapple Rest and Safety Bumper Pac-Mac Light
- (5) Box option for Single Door
- (6) Pac-Mac Grating Heat Shield For Dual Walk Thru Controls
- (7) Pac-Mac Boom Up Sensor
- (8) Pac-Mac Outrigger Down Alarm
- (9) Pac-MacOutrigger Down Alarm Prevents Truck from Engaging Transmission
- (10) Aero Electric Tarp 20' Bodies
- (11) Pac-Mac Dual LED Strobes, in marker plate under body
- (12) Pac-Mac Auxiliary Hydraulic Power Connections
- (13) Momentum Fuel Technologies
 - i. 30 OGE LH Side Mount Fuel System with Fuel Management Module
 - ii. 30 OGE RH Side Mount Fuel System Auxiliary Tank
- (14) KIT: Front Bumper Fill Kit

- (15) Momentum Smart Electronics Package, Includes Digital Gauge with Fuel level, PSI, and
 - (16) Distance Till Empty.
 - (17) Pilot Inspection Per Order
 - (18) Price shall include mounting.
 - (19) Price shall include one standard color paint.
 - (20) All built per manufacturer's standard specifications.
-

c) Automated Trash Packer Body

*Specifications must meet or exceed those presented below

- (1) 2018 Labrie 27 Cu. Yard Unit
 - i. Mounted Customer Supplied CNG Chassis
 - ii. 86 DGE tanks
- (2) Heavy Duty Arm & Grabber
- (3) Crusher Panel
- (4) Slow, Fast, Defueling/Transfer Nozzles Fill Port on L/H Front Bumper
- (5) Ignition Interlock on Slow Fill Ports Grabber Counter
- (6) Spill Shield
- (7) Hydraulic Filter Alarm
- (8) Peterson Multi-Function LED Lights Center Brake Light
- (9) Lights on with Ignition
- (10) Out in Second Gear
- (11) Dual LED Work Lights
- (12) Triple 3'd Eye Camera System Ground Level Grease points
- (13) Clean Out Tools

- (14) Hopper Floor Liner
 - (15) One Color Body Paint
 - (16) Five (5) Year Cylinder Warranty
 - (17) Prep and Delivery
-

- 5) School Buses (Halifax County)
 - a. 2017 IC CE 7 7-Passenger
 - b. PSI Propane 8.8 Liter 270 H.P. Engine
 - c. Allison 2500 5-speed Transmission
 - d. 10,000 lb. Front Axle
 - e. 21,000 lb. Rear Axle
 - f. 86.5 Gallon Fuel Tank
 - g. 11R22.5 Goodyear G661Tires
 - h. Three (3) 1.2 v 1950 CCA Batteries
 - i. Air Brake with parking brake interlock
 - j. Tilt Steering
 - k. Perforated Ceiling Full Length of Bus
 - l. Air Operated Entrance Door
 - m. Vandal Lock System
 - n. Air Crossing Gate and Stop Sign with Strobing Lights
 - o. White Roof
 - p. Tinted Glass
 - q. Exterior Tool Box
 - r. AM-FM CDP/A with External Speaker

- s. Heated Remote Control Mirrors
- t. LED Exterior Light Package
- u. Air Ride Driver's Seat
- v. Front and Rear Mud Flaps
- w. Seat Belt Ready Seat Frames

6) Police Inceptor (Lower Marion) [Specification based on a Ford product]

a. Model - 2.0L iVCT Atkinson Cycle I-4 Hybrid Engine System FWD

b. Mechanical

- (1) Alternator 165 amp
- (2) Anti-Lock Brake System (ABS)
- (3) Brake Assist
- (4) Brakes – Police calibrated high performance system
- (5) Electric-assist Parking Brake
- (6) Engine Hour Meter
- (7) Engine Oil Cooler
- (8) Four-Wheel Disc Brakes
- (9) Full Speed Engine / Brake-Actuated Traction Control with Regenerative Brake System
- (10) Transmission – CVT

c. Exterior

- (1) Bumpers – Upper Front and Rear – Body-Color
- (2) Door Handles – Body-Color
- (3) Easy Fuel® Capless Refuel
- (4) Grille

- i. Upper MIC black with chrome surround
 - ii. Lower – Molded in black
- (5) Halogen Headlamps
- (6) LED Taillamps
- (7) Mirrors – Sideview
 - i. Body-Color
 - ii. Dual Power
 - iii. Integrated Blind Spot
- (8) Remote Decklid Release
- (9) Rocker Moldings – MIC
- (10) Single Exhaust Tip
- (11) Solar Tinted Glass
- (12) Tire Inflator and Sealant Kit
- (13) Underbody deflector shield
- (14) Wheels – 17” Steel with center cap
- (15) Windshield Wipers – Intermittent/Speed Sensitive
- (16) P235/50R17 BSW – Tires

- d. Interior/Comfort
 - (1) (1) 12V Powerpoints, (1) one USB Port
 - (2) (2) 4.2” Driver Configurable LCD Display in Instrument Cluster
 - (3) Cabin Particulate Air Filter
 - (4) Climate Control
 - i. First Row Under Seat Rear Vents
 - ii. Dual-Zone Electronic Automatic Temperature Control
 - iii. (DEATC)

- (5) Dome Lights with Courtesy Map Lights
 - (6) Flooring – Heavy-Duty vinyl, offers ease of cleaning, long term durability
 - (7) Front floor console plate
 - (8) Glove Compartment with Lockable Door
 - (9) Instrument Panel – Trip Computer
 - (10) Power Door-Locks
 - (11) Rotary Gear Shift Dial
 - (12) Scuff Plates – Molded in Color – Front-Door
 - (13) Seating – 5 Passenger
 - i. 1st Row Police grade cloth trim seats with slimmed down bolsters
 - ii. 6-Way Manual Driver Seat (fore/aft, up/down with recline)
 - iii. Built-in steel intrusion plates in both front-seatbacks
 - iv. 4-Way Manual Passenger Seat (fore/aft with recline)
 - v. 2-Way Front-Seat Head Restraints
 - vi. Rear-Seat Head Restraints
 - vii. 2nd Row Vinyl Trim 60/40 Split (non-folding)
 - (14) Speedometer – Calibrated
 - (15) Steering Wheel
 - i. Cruise Control
 - ii. Redundant Audio Controls
 - iii. Tilt/Telescoping
 - (16) Trunk Pack® – Divided storage insert below the load floor
 - (17) Universal Top Tray – Center of I/P for mounting aftermarket equipment
 - (18) Windows – One-Touch-Up/Down Front/Rear
- e. Safety and Security

- (1) Airbags
 - i. Driver & Passenger Knee
 - ii. Dual Stage Front Driver & Passenger
 - iii. Front-Seat Mounted Side-Impact
 - iv. Side Air Curtains
- (2) Auto Halogen Headlamp with Headlamp Courtesy Delay
- (3) Child-Safety Rear-Door-Locks
- (4) Configurable Day Time Running Lamps
- (5) Individual Tire Pressure Monitoring System (TPMS)
- (6) LATCH (Lower Anchors & Tether Anchors for Children)
- (7) LED Center High-Mount Stop Light (CHMSL)
- (8) MyKey®
- (9) Perimeter Alarm
- (10) Police Engine Idle feature – The system allows you to leave the engine running and prevents your vehicle from unauthorized use when you are outside of your vehicle.
- (11) Rear View Camera
- (12) Rear-window Defroster
- (13) Safety Belts
 - i. Belt-Minder® (front safety belt reminder)
 - ii. Front and Rear 3-point Safety Belt
 - iii. Front Height Adjustable Retractable Safety Belt
 - iv. Front Safety Belt Pretensioners
- (14) SecuriLock® Passive Anti-Theft System
- (15) SOS Post Crash Alert
- f. Driver Asset Technology
 - (1) AutoLamp (automatic on/off headlamps)
 - (2) Hill Start Assist

(3) SYNC®

- i. Enhanced Voice Recognition Communication and
- ii. Entertainment System
- iii. 911 Assist®
- iv. 4.2” LCD Screen in Center Stack
- v. AppLink®
- vi. Smart-Charging USB port – one (1)

g. Functional

- (1) Audio – AM/FM stereo with 6 speakers
- (2) Control circuits included for grille lights, siren and speaker
- (3) Electric Power-Assist Steering
- (4) Front-Door Tether Straps (driver/passenger)
- (5) Intelligent Oil Life Monitor®
- (6) Push-Button Start
- (7) Rear power lug located in trunk to accommodate Police upfitting. Two (2) 50 amp battery ground circuits – power distribution junction box
- (8) Remote Keyless-Entry System with Trunk-lid Release

V. SPECIAL CONDITIONS**1. ESTIMATED QUANTITIES**

- A. The quantities indicated on the Bid sheet are estimated only. Any contract entered into will be of the “open end” type.
- B. The contractor will deliver such quantities as may be ordered, and the contract shall be binding only for the actual quantities ordered during the contract period.
- C. Orders will be issued throughout the contract period as needs are determined.

2. DELIVERY DATE

When quoting a delivery date, Bidder shall state time in days from the receipt of a Participating Agency purchase order or contract, not time in days from the date of the bid opening.

3. SPECIFICATION DEVIATIONS

- A. All deviations from the attached specifications must be noted in detail by Bidder, in writing, at the time of submittal of the Bid.
- B. The absence of a written list of specification deviations at the time of submittal of the Bid will hold Bidder strictly accountable to the Participating Agencies to the specifications as written.
- C. Any deviations from the specifications as written not previously submitted as required above will be grounds for rejection of the Bid products when delivered.

4. LEASE/PURCHASE AGREEMENTS - FINANCING

- A. Some Participating Agencies may desire to use a lease/purchase method of acquisition. If this method is utilized, that Participating Agency using it will be responsible for the method of payment to the supplier and will assume all responsibility for any accompanying paperwork.
- B. COG/MAPT assumes no responsibility for lease/purchase agreements by other Participating Agencies.
- C. Suppliers that are willing to provide financing arrangements should submit a statement of such intentions with their Bid.
- D. Each Participating Agency reserves the right to arrange financing with any company it so chooses.
- E. Alternate lease/purchase pricing should be entered, on a separate page, for all

vehicles on which Bidders intend to make such an offer. This alternate option allows leasing companies to bid on the lease/purchase only without bidding firm purchase pricing.

VI. BID FORM

TO: Metropolitan Washington Council of Governments,
 777 North Capitol Street, NE, Suite 300
 Washington, DC 20002

Date _____

BID – Alternative Fuel Vehicles

Attach PRICE SHEET BID FORMS to this page and submit with bid.

Addendums acknowledged (if applicable) -

Addendum #1	YES ____	NO ____	N/A ____
Addendum #2	YES ____	NO ____	N/A ____
Addendum #3	YES ____	NO ____	N/A ____
Addendum #4	YES ____	NO ____	N/A ____

Others _____

Bidders Check List Required Forms included

One (1) original and three (3) paper copies of the bid	_____
Four (4) digital copies (CD or Memory Stick)	_____
Attachment A – Bidder Qualification Form	_____
Attachment B – Contact Information Form	_____
Attachment C – Non-Collusion Affidavit	_____
Attachment D – References	_____
Attachment E – Bid Reply Label (affixed to outside of bid submission)	_____
Attachment F – Rider Clause (acknowledged)	_____
Accord Form – Proof of Insurance	_____
Licensed Distributor documentation as appropriate	_____
Sample Invoice	_____

Exceptions YES_____ NO_____

*If yes please attach all on separate sheet(s) at the end of the bid submission with the heading EXCEPTIONS.

I have read, understood, and agreed to the terms and conditions of all contents of this Bid Form. The undersigned agrees to furnish the commodity or service stipulated in this Bid as stated above.

SIGNATURE: _____

NAME: _____

COMPANY:

ADDRESS:

TELEPHONE: _____ FAX: _____

EMAIL: _____

Attachment A

BIDDER'S QUALIFICATION FORM

1. NAME OF BIDDER: _____

2. PERMANENT MAILING ADDRESS: _____

3. YEAR & STATE INCORPORATED: _____

4. HOW MANY YEARS HAVE YOU ENGAGED IN BUSINESS UNDER YOUR PRESENT FIRM

NAME: _____ YEARS _____

5. GENERAL CHARACTER OF WORK PERFORMED BY YOUR COMPANY:

6. HAVE YOU EVER DEFAULTED ON A CONTRACT? YES NO

IF YES, WHY? _____

7. ATTACH A LISTING BY PRODUCT LINE OF ALL MANUFACTURES FOR WHOM YOUR COMPANY IS AN AUTHORIZED DEALER/DISTRIBUTOR/RESALER

8. NAME OF BANKS WITH WHICH YOU DO BUSINESS:

9. DO YOU GRANT THE AWARDED AUTHORITY PERMISSION TO CONTACT THIS (THESE) MANUFACTURERS AND LENDING INSTITUTION(S)? YES NO

By signing this form, you acknowledge compliance with all terms and conditions of this IFB.

Name: _____ Date: _____

Title: _____ Company: _____

Attachment B

CONTACT INFORMATION FORM

Bidding Company Name _____

Bidding Process Company Contact

Name _____

Title _____

Phone number _____

Email address _____

Sales Representative Company Contact

Name _____

Title _____

Phone number _____

Email address _____

Area covered: _____
("all", or list)

Service/Support Representative Company Contact

Name _____

Title _____

Phone number _____

Email address _____

Area covered: _____
("all", or list)

Use additional sheet for more sales/support representatives.

Attachment C

NON-COLLUSION AFFIDAVIT

DATE _____

TO: Metropolitan Washington Council of Governments,
777 North Capitol Street, NE, Suite 300
Washington, DC 20002

To Whom It May Concern:

This is to certify that the undersigned Bidder has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this Bid submitted to the Metropolitan Washington Council of Governments & Mid-Atlantic Purchasing Team.

In addition, Bidder also certifies that it is in good standing and not on any debarred lists with any government agency, including Local, Federal and State governments.

Bid **18-001 IFB Fleets for the Future - Alternative Fuel Vehicles**

Name of Bidder _____

Signature

Title of Authorized Representative

Sworn to and subscribed before me this _____ day of _____, 20____

My commission expires _____, 20____.

Notary Public

(Notary Seal)

Attachment D

BIDDER'S EXPERIENCE/REFERENCES

Name of Bidder _____

Each Bidder must submit below a minimum of three (3) references each, from current or past clients, for whom Bidder has similar experience and scope of work.

Complete contact information for each reference, including name, telephone number, mailing address and E-mail address, must be included with the IFB.

A Bidder, which, in the sole judgment of the offeror, lacks sufficient specific experience, may be deemed non-responsible, and may not be considered for award of subsequent contract(s) by the Agencies.

1) Company Name _____

Contact Name _____

Mail Address _____

Telephone Number _____ Email Address _____

2) Company Name _____

Contact Name _____

Mail Address _____

Telephone Number _____ Email Address _____

3) Company Name _____

Contact Name _____

Mail Address _____

Telephone Number _____ Email Address _____

Attachment E

BID REPLY LABEL

SECURE TO THE OUTSIDE OF YOUR RESPONSE ENVELOPE.

<u>INVITATION FOR BID</u>	
NO. 18-001	
Submission Date: 12/19/2017	Time: 2:00 PM
Fleets for the Future - Alternative Fuel Vehicles	
TO:	Metropolitan Washington Council of Governments Cooperative Purchasing Program Manager c/o Rick Konrad 777 North Capitol Street, NE Suite 300 Washington, DC 20002

Attachment F

Rider Clause

The Mid-Atlantic Purchasing Team (MAPT) is the agreement between the Metropolitan Washington Council of Governments (“COG”) and the Baltimore Metropolitan Council (“BMC”) to aggregate the public entity and non-profit purchasing volumes in the Maryland, Virginia and Washington, D.C. region (“region”).

Format

A lead Participating Agency format is used to accomplish this work. COG is the Lead Participating Agency in this procurement and has included this MAPT Cooperative Rider Clause in this solicitation indicating its willingness to allow other public Agencies to participate pursuant to the following Terms and Conditions:

A. Terms

1. Participating Agencies, through their use of the Cooperative Rider Clause, agree to the terms and conditions of the resulting contract to the extent that they can be reasonably applied to the Participating Agency.
2. Participating Agencies may also negotiate additional terms and conditions specific to their local requirements, upon mutual agreement between the parties.

B. Other Conditions - Contract and Reporting

- A. The contract resulting from this solicitation shall be governed by and "construed in accordance with the laws of the State/jurisdiction in which the Participating Agency officially is located;
- B. To provide to COG and/or BMC contract usage reporting information, including but not limited to, quantity, unit pricing and total volume of sales by Participating Agencies, as well reporting other Participating Agencies added on the contract, on demand and without further approval of contract participants;
- C. Contract obligations rest solely with the Participating Agencies only;
- D. Significant changes in total contract value may result in further negotiations of contract pricing with COG and Participating Agencies.

In pricing and other conditions, Bidders are urged to consider the broad reach and appeal of MAPT with public and non-profit Agencies in this region.

A list of the Participating Agencies of the Mid-Atlantic Purchasing Team can be found at the following web links www.COG.org/purchasing-and-bids/cooperative-purchasing/member-links/ and <http://www.baltometro.org/our-work/cooperative-purchasing/brcpc-representatives>

Attachment G

Terms and Conditions

Revised 9/1/2016

This document sets out provisions generally applicable to Metropolitan Washington Council of Governments (“COG”) and Mid-Atlantic Purchasing Team (“MAPT”) cooperative procurement contracts. The provisions herein do not constitute a complete agreement, and must be appended to a document, executed by all parties, which identifies the specific work to be performed, compensation, term, incorporated attachments, and special conditions, if any. This document and the Contract are intended to be complementary and shall be construed accordingly. However, should there be a direct contradiction between the terms and conditions contained herein and the Contract, then the Contract shall govern and control those contradictory terms and conditions. As used herein, the term "COG" includes Bidder, MAPT, its various members, agencies, employees or agents as may be appropriate. The term “Contract” shall include a document entitled “agreement” or any other title on a document that is denoting a contract.

Amendment This Contract constitutes the entire agreement between the parties. All other communications prior to execution, whether written or oral, with reference to the subject matter of this Contract are superseded by this Contract. No amendment to this Contract shall be binding unless in writing and signed by an authorized representative of the parties.

Bankruptcy Upon filing for any bankruptcy proceeding by or against the Contractor, whether voluntary or involuntary, or upon the appointment of a receiver, trustee, or assignee for the benefit of creditors, the Contractor must notify COG immediately. Upon learning of the actions herein identified, COG reserves the right, at its sole discretion, to either cancel the Contract or to affirm the Contract and hold the Contractor responsible for damages. The exercise of this right is in addition to any other rights COG may have as provided in this agreement or by law.

Compliance with Law The Contractor hereby represents and warrants that:

- A. It has the power and authority to enter into and perform the Contract, that the Contract, when executed and delivered, shall be a valid and binding obligation on the Contractor and enforceable in accordance with its terms;
- B. Its performance under the Contract shall be in a good and workmanlike manner and in accordance with professional standards;
- C. It is qualified to do business in the jurisdictions covered by MAPT and that it will take such action as, from time to time hereafter, may be necessary to remain so qualified;
- D. It is not in arrears in the payment of any obligations due and owing to any Participating Agency involved in this agreement, including but not limited to the payment of taxes and employee benefits, and that it shall not become so in arrears during the term of this Contract;
- E. It shall comply with all federal, state and local laws, regulations, and ordinances applicable to its activities and obligations under this Contract;
- F. It shall obtain, at its expense, all licenses, permits, insurance and governmental approvals, if any, necessary to the performance of its obligations under this Contract.

Contingent Fee Prohibition The Contractor warrants that it has not employed or retained any person, partnership, corporation, or other entity, other than a bona fide employee or agent working for the Contractor to solicit or secure this Contract, and that it has not paid or agreed to pay any person,

partnership, corporation or other entity, other than a bona fide employee or agent, any commission, percentage, brokerage or contingent fee or other consideration contingent on the making of this Contract.

Counterparts This Contract may be executed in several counterparts, each of which shall be an original, all of which shall constitute one and the same instrument.

Force Majeure Neither COG and/or participating Agencies nor Contractor shall be held responsible for delay or default caused by fire, riot, acts of God, declaration of emergency, or war where such cause was beyond, respectively, COG's and/or participating Agencies or Contractor's reasonable control. COG and/or participating Agencies and Contractor shall make all reasonable efforts to remove or eliminate such a cause of delay or default and shall, upon the cessation of the cause, diligently pursue performance of its obligations under this Contract.

Governing Law This Contract shall be governed by and construed in accordance with the laws of the jurisdiction with whom the agreement is executed without regard to principles of conflicts of law.

Indemnification The Contractor shall protect, hold free and harmless, defend and indemnify COG and participating Agencies including their officers, agents and employees from all liability, penalties, costs, losses, damages, expenses, causes of action, claims or judgments (including Attorney's fees) resulting from injury to, or death of, any person or damage to property of any kind, which injury, death or damage arises out of, or is in any way connected with the performance of the work or failure to perform its obligations under this Contract.

This obligation of indemnification shall apply to any acts or omissions, negligent conduct, whether active or passive, including acts or omissions of Contractor's agents or employees; except that it shall not be applicable to injury, death or damage to the property arising from the sole negligence of COG and/or participating Agencies, their officers, agents and employees.

Independent Contractor

- A. Contractor shall perform the work required by this Contract as an "Independent Contractor." Although COG and/or participating Agencies reserve the right to determine the delivery schedule for the work to be performed and to evaluate the quality of the completed performance, COG and/or participating Agencies cannot and will not control the means or manner of the Contractor's performance. The Contractor shall comply promptly with any requests by COG and/or participating Agencies relating to the emphasis or relative emphasis to be placed on various aspects of the work or to such other matters pertaining to the work under this Contract. Contractor is responsible for determining the appropriate means and manner of performing the work.
- B. Contractor represents and warrants that Contractor is not an employee of COG and/or participating Agencies, is not currently employed by the Federal Government, and is not an officer, employee or agent of COG and/or participating Agencies.
- C. Contractor shall be responsible for all federal and/or state taxes applicable to any compensation or payments paid to Contractor under this Contract. Contractor is not eligible for any federal Social Security, unemployment insurance, or workers' compensation benefits from compensation or payments paid to Contractor under this Contract.
- D. Contractor agrees to immediately provide COG and/or participating Agencies notice of any claim made against Contractor by any third party. Contractor also agrees not to assign to any third party, without COG's written consent, any obligation of COG to indemnify Contractor for

any actions under this Contract.

Insurance Requirements

- A. Contractor shall obtain, and at all times keep in effect, Commercial General Liability Insurance in the amounts listed below for its activities and operations. The insurance shall include coverage for personal injury, discrimination and civil rights violation claims. All such insurance shall name COG, participating Agencies, their employees, and agents as ADDITIONAL INSURED. A copy of the certificate of insurance shall be filed with COG and/or participating Agencies prior to the time any services are provided. Coverage shall be in the amount, no less than, \$1,000,000 per occurrence, \$2,000,000 general aggregate and \$500,000 for property damage. Coverage shall be written on an occurrence form.
- B. Contractor shall obtain, and at all times keep in effect, automobile insurance on all vehicles used in this Contract with COG and/or participating Agencies to protect Contractor against claims for damages resulting from bodily injury, including wrongful death, and property damage that may arise from the operations of any owned or hired automobiles used by Contractor in connection with the carrying out of this Contract. All such insurance shall name COG and/or participating Agencies, their employees, and agents as ADDITIONAL INSURED.
- C. Contractor shall keep in effect for each year of this Contract, and upon request, provide COG and/or participating Agencies with certification of Workers' Compensation Insurance, with employer's liability at least in the minimum amount required by the law of the jurisdiction of the contracting Participating Agency.
- D. All insurance policies shall have a minimum 30 days' notice of cancellation. Immediate written notice to COG and participating Agencies involved in the contract shall be required in the event of cancellation or restriction by the insurance company of any insurance policy referred to in this section.
- E. When insurance coverage is renewed, Contractor shall provide new certificates of insurance prior to expiration of current policies to all contracting agencies.

Nondiscrimination The Contractor shall not discriminate against any worker, employee or applicant on the basis of religion, race, sex, age, sexual orientation, physical or mental disability, or perceived disability. Contractor further agrees that this provision will be incorporated in all sub-contracts entered into in connection with this Contract.

Ownership of Documents and Materials

- A. The Contractor agrees that all documents and materials, including but not limited to, reports, drawings, studies, specifications, estimates, maps, photographs, designs, graphics, mechanicals, artwork, and computations prepared by or for the Contractor under the terms of this Contract shall at any time during the performance of the services be made available to COG and/or participating Agencies upon request and shall become and remain the exclusive property of COG and/or participating Agencies upon termination or completion of the services. These jurisdictions shall have the right to use the same without restriction or limitation and without compensation to the Contractor other than that provided in this Contract. COG and/or participating Agencies shall be the owner(s) for the purposes of copyright, patent or trademark registration.
- B. If the Contractor obtains or uses for purposes of this Contract, or subcontracts for, any design, device, material, or process covered by letters of patent for copyright, it shall provide an

assignment to COG and/or participating Agencies of ownership for purposes of copyright, patent or trademark. Additionally, Contractor shall assign to COG and/or participating Agencies all rights to possess and to use such design, device, material or process and a legally sufficient agreement with the patentee or owner, and a copy of such agreement shall be filed with COG and/or participating Agencies.

- C. The Contractor shall indemnify and hold harmless COG and/or participating Agencies from any and all claims for infringement by reason of the use of any such patented design, device, materials, or process, or any trademark or copyright, and shall indemnify, protect and hold harmless COG and/or participating Agencies, their officers, agents, and employees with respect to any claim or action. Contractor shall be responsible for all costs for infringement and royalties or user fees, arising out of purchase or use of materials, construction, supplies, equipment or services covered by this Contract.

Payments - Payments to the Contractor pursuant to this Contract shall be made no later than 30 days after COG's and/or participating Agencies receipt of a proper invoice from the Contractor. Any delay in funding to COG and/or participating Agencies shall result in a concomitant delay in payment to the Contractor.

Records Contractor shall maintain all fiscal records relating to this Contract in accordance with generally accepted accounting principles. In addition, Contractor shall maintain any other records pertinent to this Contract in such a manner as to clearly document Contractor's performance hereunder. Contractor acknowledges and agrees that COG and/or participating Agencies and their duly authorized representatives shall have access to such fiscal records and all other books, documents, papers, plans, and writings of the Contractor that are pertinent to this Contract. All such fiscal records, books, documents, papers, plans, and writing shall be retained by Contractor and kept accessible for a minimum of three (3) years, unless required longer by law, following final payment and termination of this Contract, or until the conclusion of any audit, controversy, or litigation arising out of or related to this Contract, whichever date is later. All subcontracts shall also comply with these provisions.

Remedies

- A. Corrections of errors, defects and omissions Contractor agrees to perform the work as may be necessary to correct errors, defects, and omissions in the services required under this Contract, without undue delays and without cost to COG and/or participating Agencies. The acceptance of the work set forth herein by COG and/or participating Agencies shall not relieve the Contractor of the responsibility of subsequent corrections of such errors.
- B. Set Off COG and/or participating Agencies may deduct from, and set-off against, any amounts due and payable to the Contractor any back-charges, penalties, or damages sustained by COG and/or participating Agencies, their agents, employees of recipients of its services, as a result of any breach of this Contract by the Contractor or by virtue of the failure or refusal of the Contractor to perform the services or any part of the services in a satisfactory manner. Nothing herein shall be construed to relieve the Contractor of liability for additional costs resulting from a failure to satisfactorily perform the services.
- C. Cumulative All rights and remedies of COG/ participating Agencies and Contractor shall be cumulative and may be exercised successively or concurrently. The foregoing is without limitation to, or waiver of, any other rights or lawful remedies of COG and/or participating Agencies.

Responsibility of Contractor

- A. The Contractor shall perform the services with the standard of care, skill, and diligence normally provided by a contractor in the performance of services similar the services hereunder.
- B. Notwithstanding any review, approval, acceptance or payment for the services by COG, the Contractor shall be responsible for the professional and technical accuracy of its work, design, drawings, specifications and other materials furnished by the Contractor under this Contract.
- C. If the Contractor fails to perform the services, or any part of the services, in conformance with the standard set forth in subparagraph A above, it shall, if required by COG and/or participating Agencies, perform at its own expense and without additional cost to COG and/or participating Agencies, those services necessary for the correction of any deficiencies of damages resulting, in whole or in part, from the Contractor's failure. This obligation is in addition to and not in substitution for any other remedy available to COG and/or participating Agencies under the "Remedies" paragraph, or otherwise available by law.

Severability/Waiver COG and/or Participating Agencies and Contractor agree that, if any term or provision of this Contract is declared, by a court of competent jurisdiction, to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Contract did not contain the particular term or provision held to be invalid. The failure of either party to enforce any provision of this Contract shall not constitute a waiver by that party of that right or any other provision of this Contract.

Subcontracting or Assignment The benefits and obligations hereunder shall inure to and be binding upon the parties hereto and neither this Contract nor the services to be performed hereunder shall be subcontracted, or assigned or otherwise disposed of, either in whole or in part, except with the prior written consent of COG and/or Participating Agencies. COG and/or Participating Agencies have the right to withhold such consent for any reason they deem appropriate.

Survival The terms, conditions, representations, and all warranties contained in this Contract shall survive the termination or expiration of this Contract.

Termination If the Contractor fails to fulfill its obligations under the Contract properly and on time, or otherwise violates any provision of the Contract, COG and/or Participating Agencies may terminate the Contract by written notice to the Contractor. The notice shall specify the acts or omissions relied upon as cause for termination. All finished or unfinished work provided by the Contractor shall, at COG and/or Participating Agencies' option, become COG and/or MAPT member's property. COG and/or Participating Agencies shall pay the Contractor fair and equitable compensation for satisfactory performance prior to receipt of notice of termination, less the amount of damages caused by the Contractor's breach. If the damages are more than the compensation payable to the Contractor, the Contractor will remain liable after termination and Bidder and/or participating Agencies can affirmatively collect damages.

Termination of Contract for Convenience The performance of work under this Contract may be terminated by COG and/or Participating Agencies, in whole or in part, upon written notice to the Contractor, when COG and/or Participating Agencies determines such termination is in their best interest. The termination for convenience is effective on the date specified in Bidder and/or Participating Agencies' written notice. COG and/or Participating Agencies will pay for all reasonable costs allocable to the Contract for work or costs incurred by the Contractor up to the date of termination. However, the Contractor shall not be reimbursed for any anticipatory profits that have not

been earned up to the date of termination.

Termination of Multi-Year Contract If COG and/or Participating Agencies fail to appropriate funds or if funds are not otherwise made available for continued performance for any fiscal period of this Contract succeeding the first fiscal period, this Contract shall be cancelled automatically as of the beginning of the fiscal year for which funds were not appropriated or otherwise made available; provided, however, that this will not affect either COG and/or Participating Agencies' rights or the Contractor's rights under any termination clause in this Contract. The effect of termination of the Contract hereunder will be to discharge both the Contractor and COG and/or Participating Agencies from future performance of the Contract, but not from their rights and obligations existing at the time of termination. The Contractor shall be reimbursed for the reasonable value of any non-recurring costs incurred but not amortized in the price of the Contract. COG and/or Participating Agencies shall notify the Contractor as soon as it has knowledge that funds may not be available for the continuation of this Contract for each succeeding fiscal period beyond the first.

Time is of the essence Time is of the essence in Contractor's performance of each and every obligation and duty under this Contract.

Whole Contract This Contract constitutes the complete and exclusive statement of the Contract between the parties relevant to the purpose described herein and supersedes all prior agreements or proposals, oral or written, and all other communication between the parties relating to the subject matter of this Contract.

