

PORT WASHINGTON POLICE DISTRICT
500 PORT WASHINGTON BLVD.
PORT WASHINGTON, NY 11050

BID #: 2016-02
BID TITLE: Sale of Surplus Vehicles
Six (6) Individual Lots
BID DATE: September 21, 2016

TIME: RECEIVED BY September 21, 2016 5:00 P.M./
TO BE OPENED AT 7:00 P.M. ON September 21, 2016

ATTENTION ATTENTION ATTENTION ATTENTION

This bid may not be acceptable without completing the following information. For your protection, please review your bid package to insure that all required information and forms are included as indicated below. If any pages are missing notify us immediately. Use this cover page as a checklist to insure that you have received and completed all required items related to this bid.

THE FOLLOWING ITEMS/FORMS ARE ATTACHED IN SEQUENCE:

- | | | Completed: |
|----|------------------------------------------------------------------------------|------------|
| 1. | <input checked="" type="checkbox"/> Bid Form | () |
| 2. | <input checked="" type="checkbox"/> Non-Collusive Bidding Certification | () |
| 3. | <input checked="" type="checkbox"/> Corporate Resolution (If Required) | () |
| 4. | <input checked="" type="checkbox"/> Evaluation of Bids | () |
| 5. | <input checked="" type="checkbox"/> Scope and General Requirements | () |
| 6. | <input checked="" type="checkbox"/> Exceptions, Variations or Clarifications | () |
| 7. | <input checked="" type="checkbox"/> Specifications | () |
| 8. | <input checked="" type="checkbox"/> Terms of Sale | () |

THE FOLLOWING ITEMS/FORMS ARE **REQUIRED** IF CHECKED:

- | | | Completed: |
|-----|-----------------------------------------------------------------------------------|------------|
| 9. | <input type="checkbox"/> Warranty and Service Requirements | () |
| 10. | <input type="checkbox"/> Manufacturer's Service Requirements | () |
| 11. | <input type="checkbox"/> Local Service and Support Requirements | () |
| 12. | <input type="checkbox"/> Performance Bond | () |
| 13. | <input type="checkbox"/> Security Bond or Bid Bond | () |
| 14. | <input checked="" type="checkbox"/> Waiver of Liability and/or Transfer Agreement | () |
| 15. | <input type="checkbox"/> Insurance Requirements | () |
| 16. | <input type="checkbox"/> OTHER: _____ | () |

TOTAL NUMBER OF PAGES: 11

**DO NOT SEPARATE OR REMOVE ANY PAGES FROM THIS BID PACKAGE. DOING SO MAY
RENDER YOUR BID INVALID.
PLEASE RETURN THIS CHECKLIST/COVER PAGE WITH YOUR BID.**

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1. BID FORM

BIDS NOT SUBMITTED ON THIS FORM WILL BE
CONSIDERED INFORMAL AND MAY NOT BE ACCEPTED

The undersigned residing at or, if a company, having a principal place of business at:

Name of Company/Individual: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

and being experienced and responsible for the performance of same, propose to furnish (or if applicable, purchase) the following according to the specifications hereto annexed:

Vehicles Lots are to be bid individually. You may bid for one or for all of the lots offered for sale.

Lot 1	For the sum of (in words): _____	(In Figures):\$ _____
Lot 2	For the sum of (in words): _____	(In Figures):\$ _____
Lot 3	For the sum of (in words): _____	(In Figures):\$ _____
Lot 4	For the sum of (in words): _____	(In Figures):\$ _____
Lot 5	For the sum of (in words): _____	(In Figures):\$ _____
Lot 6	For the sum of (in words): _____	(In Figures):\$ _____

It is understood that the attached bid specifications, including all instructions and conditions contained herein, shall be considered part of a contract if an award is made, and by submission of this bid, the Bidder (signed below) agrees to abide by these specifications in their entirety.

Signature (if company, Corporate Officer): _____

Type or Print Name: _____

Title: _____ Date: _____

NOTE: NON-COLLUSIVE STATEMENT MUST BE SIGNED AND ATTACHED.

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2. NON-COLLUSIVE BIDDING CERTIFICATION

By submission of this bid the Bidder certifies that:

- A. This bid has been independently arrived at without collusion with any other bidder, or with any competitor, or potential competitor.
- B. This bid has not been knowingly disclosed prior to the opening of bids for this project to any other bidder, competitor, or potential competitor.
- C. No attempt has been or will be made to induce any other person, partnership, or corporation to submit or fail to submit a bid.
- D. The person signing this bid certifies that he has fully informed him/herself regarding the accuracy of the statements contained in this certification and under penalties of perjury, being applicable to the bidder as well as the person signing its behalf.

If bidder is a corporation:

- E. The attached hereto (if a corporate bidder) is a certified copy of a resolution authorizing the execution of this certificate by the signer of this bid on behalf of the corporate bidder.

Signature: _____

Title (if corporation): _____

Date: _____

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3. CORPORATE RESOLUTION (IF REQUIRED)

Resolved: That _____ is authorized to sign
and submit the bid of this corporation for the following project:

**Bid # 2016-02 – Sale of Surplus Vehicles
Six (6) Individual Lots**

and to include in such bid the certificate as to non-collusion required by section one hundred three-D of the
General Municipal Law as the act and deed of such corporation and for any inaccuracies or misstatements in
such certificate this corporate bidder shall be liable for under penalties of perjury.

The foregoing is a true and correct copy of the resolution adopted by
_____ at a meeting of its
Board of Directors held on the _____ day of _____, 20____.

Seal of Corporation here:

Signature: _____

Title: _____

Date: _____

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4. EVALUATION OF BIDS

Bids received shall be evaluated by the purchaser to include the following criteria:

- 1) Completeness of the proposal, i.e., the degree to which it responds to all requirements of these specifications.
- 2) Vendor's demonstrated specifications and capabilities including ability to perform warranty work.
- 3) Design and engineering reliability factors of major structural components, including ease of maintenance of major components.
- 4) Qualifications and capabilities of the manufacturer to produce a described product.
- 5) Reasonableness of cost.
- 6) Manufacturing and delivery schedule of the equipment.
- 7) Planning documentation addressing: design and engineering data, drawings and schematic layouts, logistical support, training, operation and maintenance.
- 8) Number and degrees of exceptions taken to specifications.
- 9) Life cycle cost.
- 10) Financial worthiness of Manufacturer.

The District reserves the right to waive any informality in bids received when such waiver is in the best interest of the District; also to except any item in the bid, unless otherwise specified by the District or Bidder.

The competency and responsibility of Bidders will be considered in making the award. The purchaser reserves the right to reject the bid of a Bidder who, in the judgment of the purchaser is not in a position to perform the Contract. The District reserves the right to reject any and all bids.

A statement of financial condition and/or Dunn and Bradstreet rating may be required by the purchaser prior to any award of contract. The past and present financial condition of the Bidder will be seriously considered during bid evaluation.

The Bidder shall disclose any current or pending litigation alleging its failure to deliver or comply with any contract.

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5. SCOPE AND GENERAL REQUIREMENTS

Each bid must give the full business address of the Bidder. Such address must be in full compliance with all building codes and be of proper zoning. Bids by a partnership must furnish the full name of all the partners and must be signed by the partners. Bids by a corporation must be followed by the name of the State of Incorporation; and by the signature and designation of the President, Vice President or Secretary. The name of each person signing shall also be typed or printed below the signature. The person who affixes a signature of “President”, “Vice President” or “Secretary” must be a duly authorized officer as designated by Board of Directors. Affixed to all corporate bids shall be a resolution of the Board of Directors authorizing the submission of the bid.

All bids must be in the same sequence as these specifications for ease of comparison. Any bid not in this sequence may be disregarded and rejected.

Failure to comply with all conditions mentioned under “Instructions to Bidders”, or the failure to conform to the specifications, will be reasonable cause for the rejection of any bid. Any bid not in accordance with the “Instructions to Bidders” or containing bids or options not asked for, or not containing all statements contained on the said bid form, may be rejected.

Bids shall be enclosed in a sealed envelope endorsed on the outside of the envelope “**Bid Number 2016-02: Sale of Surplus Vehicles – Six (6) Individual Lots**, pursuant to specifications provided with the name of the Bidder noted thereon, and shall be delivered at the time and place stated in the Invitation to Bidders.

Bids may be withdrawn by certified mail or in person from Bidders prior to the time fixed for opening. Negligence on the part of the Bidder in preparing the bid confers no right for the withdrawal of the bid after it has been opened. No Bidder may withdraw his bid after the time set for the opening thereof.

The District’s specifications, along with the Manufacturer’s Specifications, and any forms, questionnaires and listed exceptions, shall be submitted as part of the Bidder’s entire bid proposal.

In no case shall a Bidder photocopy purchaser’s specifications and submit as their proposal specifications and bid. Each Bidder may be required to provide in his bid a “complete and accurate description” of their own detailed product and engineering specifications.

In addition, all Bidders are required to submit these specifications in their proposal, noting items where the Bidder’s proposal differs and consecutively number each item. The number shall correspond with the Bidder’s exception, variation or clarification page which must be attached to their proposal.

All specifications herein contained are considered as minimum. No exceptions to these minimum standards shall be allowed relating to overall design and materials.

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5. SCOPE AND GENERAL REQUIREMENTS (Continued)

If any Bidder has questions in connection with these specifications, please contact Assistant Chief Jeffrey Morris at **(516) 306-0838**. Nothing contained in these specifications shall be construed as creating any contractual relationship between any vendor and the District. The successful Bidder shall be fully responsible to the District for the acts and omissions of the bid.

Each Bidder shall not rely on representations, statements or explanations other than those contained herein or in official issued addenda. No interpretations of the meaning of the specification are to be made to any Bidder orally.

It is the Bidder's responsibility to see that his proposal arrives on time. Late proposals, fax, telegrams or telephone bids will not be accepted.

The Bidder shall be in compliance with all federal, state and local laws, ordinances, codes, rules and regulations. Ignorance on the part of the Bidder shall in no way relieve successful Bidder from that responsibility.

On a service contract the contract period will be from **N/A** and **N/A**. The District reserves the right to extend the contract for up to three (3) months. If the winning vendor defaults during the contract period by not abiding by the terms of the agreement, for any reason, the contract will default to the next qualified Bidder for the remainder of the contract period.

Before awarding the bid, the Purchaser reserves the right to require a Bidder to submit such evidence of his qualifications, as it may deem necessary. Documentation that may be required is financial, technical, experience and other qualifications and abilities of a Bidder (including past performance with the Purchase in making the award in the best interest of the Purchaser).

*The Port Washington Police District is unable to inform bid results individually.
Following a bid opening, the results will be posted at Police District Headquarters,
500 Port Washington Boulevard, Port Washington, New York.*

Only the Successful Bidder will be notified of bid results.

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6. EXCEPTIONS, VARIATIONS OR CLARIFICATIONS

These specifications are based upon design and performance criteria, which have been developed by the purchaser as a result of extensive research and careful analysis of the data. Subsequently, these specifications reflect only the type of equipment that is acceptable at this time. Therefore, major exceptions to specifications will not be accepted. Items have been specified by brand name or model number. These have been carefully selected because of their reliability, availability of replacement locally and or department standardization. No exceptions will be allowed on brand items specifically called for. Certain exceptions (not relating to brand name or model number) may be accepted if they are minor, equal or superior to that which is specified.

The Purchaser will not consider any proposals which require advance payments for any portion prior to the completion and final acceptance.

In case of any doubt or difference of opinion as to the items to be furnished herein, the decision of the District shall prevail. All matters relating to the validity, interpretation and performance of the obligations imposed on the parties pursuant to this bid will be governed by the laws of the State of New York.

All bid prices shall be based upon a completed operational basis. The total price must include all items listed in these specifications. Listing any items contained in this specification as an extra cost will automatically be cause for rejection, unless separate listing is specifically requested.

If non-compliance is indicated, a number must be inserted in that column which relates to the explanation on the page(s) entitled "Exceptions", located at the end of these specifications.

Any exception or clarification to these specifications shall be noted on an individual sheet of paper referencing the section number and the exception or clarification offered. Any exception shall be clearly defined with details as to the proposed alternative referencing manufacturing and model where appropriate. A general exception cannot be taken for any paragraph. A full word-for-word WRITTEN COMPARISON must be included within the bid for any exception listed. Each exception will be considered by their degree of impact and total effect on their bid. Proposals taking total exception to the bid specifications shall not be considered by the Purchaser. The Purchaser shall determine which (if any) exceptions are acceptable and this determination shall be final.

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7. BID SPECIFICATIONS

Bid # 2016-02 – Sale of Surplus Vehicles – Two (2) Individual Lots

Description of Surplus Vehicle Lot # 1 – Consisting of (1) Vehicle:

YEAR	VEHICLE	VIN#	MILEAGE
2007	Dodge Charger - Black	C3CDXKTXFH897869	37,830

Description of Surplus Vehicle Lot # 2 – Consisting of (1) Vehicle:

YEAR	VEHICLE	VIN#	MILEAGE
2007	Dodge Charger - Gray	2C3CDXKT5FH897858	41,700

Description of Surplus Vehicle Lot # 3 – Consisting of (1) Vehicle:

YEAR	VEHICLE	VIN#	MILEAGE
2006	Ford Crown Victoria – Silver	2FAFP71W06X164172	65,975

Description of Surplus Vehicle Lot # 4 – Consisting of (1) Marked Vehicle:

YEAR	VEHICLE	VIN#	MILEAGE
2005	Ford Crown Victoria - Charcoal	2FAHP7W85X176982	46,058

Description of Surplus Vehicle Lot # 5 – Consisting of (1) Marked Vehicle:

YEAR	VEHICLE	VIN#	MILEAGE
1998	Plymouth Voyager - White	2P4GP25R6WR835690	42,325

Description of Surplus Vehicle Lot # 6 – Consisting of (1) Vehicle:

YEAR	VEHICLE	VIN#	MILEAGE
1992	Ford Econoline	1FTJE34H2NHA26745	4,600

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8. TERMS OF SALE

TERMS OF SALE:

1. VEHICLES ARE TO BE SOLD AS SIX (6) INDIVIDUAL LOTS. ALL BID OFFERS WILL BE EXAMINED ON AN INDIVIDUAL BASIS.
2. BID APPLICATION PACKAGE MUST BE INCLUDED WITH BID. (AVAILABLE AT P.W.P.D HEADQUARTERS or www.portwashingtonpolice.com).
3. VEHICLES WILL BE SOLD IN “AS IS” CONDITION WITH NO WARRANTIES AND FITNESS FOR USE.
4. **MONEY ORDER OR BANK CHECK ONLY FOR PAYMENT, AND WILL BE REQUIRED TO BE MADE IN FULL WITHIN TEN DAYS OF AWARD.**
5. VEHICLES MAY BE INSPECTED AT THE PORT WASHINGTON POLICE DISTRICT 500 PORT WASHINGTON BLVD PORT WASHINGTON WEEKDAYS BETWEEN 8:00 A.M. AND 1:00 P.M. CALL (516)306-0838 FOR APPOINTMENT.
6. SUCCESSFUL BIDDER WILL BE REQUIRED TO SIGN TRANSFER AND WAIVER OF LIABILITY AGREEMENT IN FORM APPROVED BY DISTRICT.

**ANY FURTHER QUESTIONS CONTACT ASSISTANT CHIEF JEFFREY MORRIS
AT 516-306-0838**

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14. TRANSFER, WAIVER AND RELEASE OF LIABILITY AGREEMENT

_____ hereinafter referred to as transferee, hereby agrees to take title and possession of surplus property listed in **Bid Number 2016-02 - Sale of Surplus Vehicles – Six (6) Individual Lots,**

1. hereinafter referred to as the equipment from the Port Washington Police District hereinafter referred to as the transferor.
2. The undersigned represents that he/she is authorized to enter into this agreement with full authority, without reservations or limitations of the transferee taking ownership of the equipment.
3. Further, it is expressly agreed and consented to that for all incidents arising after the transferee has taken ownership of the equipment, the transferee shall defend, indemnify and hold harmless the Port Washington Police District, and its agents, servants and employees, from all claims, suits, actions and damages or costs of every kind and description to which the transferor, or its agents, servants and employees, may be subject or put by reason of injury to persons (bodily injury, including death or personal injury) or property damage, or other damages (including reasonable attorneys fees in the defense of any claim or legal action) as a result of use, operation, inspection, maintenance, control or ownership of this equipment whether caused or alleged to be caused by the negligence, carelessness or willfulness on the part of the transferor, and/or transferee, and/or their agents, servants or employees.
4. The equipment is freely and voluntarily accepted in “as is” condition and no warranties or representations, either express or implied, are made with respect to its condition or fitness for use.
5. The foregoing constitutes the complete terms and conditions of this Agreement. Inclusions, deletions, amendments or modifications to this Agreement will be recognized as binding unless they are in writing, consented to and agreed upon by all the parties hereto and unless accompanied by a written explanation and/or memorandum, which will then become a part thereof.

Dated _____

Authorized Signature of Transferee

Print: Name and Title of Authorized Signature

By: Port Washington Police District, Transferor