



Northeastern Colorado Association of Local Governments

231 Main Street
Fort Morgan, CO 80701
(970) 867 – 9409
www.necalg.org

RFP for Six (6) New Hybrid Vehicles

Company Name: Northeastern Colorado Association of Local Governments (NECALG)
Location: 231 Main Street Fort Morgan, CO 80701
Mailing Address: 231 Main Street Fort Morgan, CO 80701
Contact Name: Kenneth Mooney, Executive Director / Transit Director
Phone Number: 970-867-9409 ext. 1004
Email: kenneth.mooney@necalg.org

Northeastern Colorado Association of Local Governments is a Colorado Non-Profit that provides transit services to citizens in the six Northeast Counties of Colorado.

REQUEST FOR PROPOSAL

Northeastern Colorado Association of Local Governments (hereinafter referred to as NECALG) issues a Request for Proposal for Six (6) new vehicles, specifically:

*****IF A DEALERSHIP CANNOT PROVIDE SIX (6) PLEASE QUOTE HOW MANY YOU CAN PROVIDE*****

1. New mid-size Hybrid Sedans or smaller SUVs or equivalent make and model vehicle.

FINANCING AND TERMS OF PURCHASE

1. Vehicles should meet or exceed the specifications stated in Sections IV and V
2. Delivery must be within 270 days of acceptance of bid.
3. Seller will provide NECALG with clear title to the purchased vehicles, with notarized signature of Seller on the vehicles title and / or Sale of motorized Vehicle paperwork, as required by the State of Colorado for legal sale of a vehicle.
4. Vehicles must have a manufacturer's Certificate of Warranty which will be honored by any of the manufacturer's authorized dealers. This warranty shall be comparable to or better than those offered to the general public. Additionally, the vehicle must have an extended warranty. An informative description of all warranties must be included with the bid.
5. Vehicle will be state inspected prior to delivery if needed.
6. NECALG will be responsible for obtaining title transfer and licensing of vehicles purchased.





Northeastern Colorado Association of Local Governments

231 Main Street

Fort Morgan, CO 80701

(970) 867 – 9409

www.necalg.org

VEHICLES PURCHASE SPECIFICATIONS

General Minimum Requirements:

- **Average MPG:** >25
- **Passenger:** 5
- **Air Bags:** Driver's side; dual, if available
- **Air Conditioning:** Manufacturer's standard
- **Armrests, Door-Mounted:** Both front doors
- **Auxiliary Power Outlet:** 12 volt
- **Doors:** Four (4) doors, power-locks with all-door locking control at driver's panel
- **Headliner:** Full length
- **Heater and Defroster:** Manufacturer's standard
- **Interior:** Durable washable surface.
- **Floor Mats:** Required. Must cover front and rear seats driver and passenger sides. Non carpeted floor mats are preferred if available.
- **Luggage Compartment:**
 - 1) The luggage compartment floor shall be covered with vinyl, rubber, or fiber.
 - 2) The luggage compartment shall contain a Jack, Handle, and Lug Wrench.
- **Keys or Fobs:** required 2 full sets of keys or key fobs.
- **Radio:** Manufacturer's standard, AM/FM
- **Seats:** Manufacturer's standard; full width rear seat
- **Side View Mirrors:** Both sides
- **Seat Belts:**
 - 1) with retractors for driver and right front seat passenger;
 - 2) installed for each passenger space to meet or exceed the requirements of FMVSS Nos. 209 and 210.
- **Sun Visor:** Dual
- **Windows:** Power, with all-window lock control at driver's panel
- **Windshield Wipers:** Dual electric 2-speed type with intermittent feature windshield washers



Northeastern Colorado Association of Local Governments

231 Main Street
Fort Morgan, CO 80701
(970) 867 – 9409
www.necalg.org

Chassis:

- Automatic Transmission: Manufacturer's standard
- Brakes: ABS, required, Manufacturer's standard, front disc, 2- or 4-wheel (All Series)
- Bumpers: Manufacturer's standard front and rear
- Tires: Steel-belted radial-type tubeless tires (all tires must be identical) plus must include one full size spare tire.

BID SUBMISSION

Sealed Bids must be submitted by mail or hand delivered to:

NECALG

Attn: Kenneth Mooney

231 Main Street

Fort Morgan, CO 80701

Phoned or verbal bids will not be accepted or documented. Mailed or delivered bids must be received by NECALG in a sealed envelope with the bidder's name and business name clearly marked on the face of the envelope, including these words: **SEALED BID FOR THE PURCHASE OF VEHICLES.**

- The contact person may be contacted for procedural verification of bidding process by calling 970-867-9409 (ext 1004) or emailing Kenneth.mooney@necalg.org
- **DEADLINE:** Bids must receive no later than 4:00 p.m. August 14, 2023
- Bids will be opened for review at 231 Main Street Fort Morgan CO 80701 beginning at 10:00 a.m. on August 18, 2023

GENERAL INFORMATION AND REQUIREMENTS

- The proposal must state a full description of vehicles chosen by respondent for bid. Description must include Make, Model, Year, VIN, Price and the absence or presence of all vehicle requirements/specifications listed in Sections IV and V. A description of the offered warranties for vehicles must be included. If proposed vehicles are not new, the actual mileage of the vehicles must be disclosed along with the other required information.
- The proposal must be submitted by a person or officer who is authorized to submit such proposal on behalf of the responding entity.





Northeastern Colorado Association of Local Governments

231 Main Street

Fort Morgan, CO 80701

(970) 867 – 9409

www.necalg.org

-
- NECALG will not be responsible for any bid that is lost in the mail or not delivered to NECALG by the stated deadline for any reason. No proposal will be accepted after the stated deadline.
 - Upon receipt by NECALG, all bids become the property of the CRDC and will not be returned to the respondent.
 - Any changes to a proposal must be made by the respondent in writing and must be received by NECALG prior to the original due date and opening time of the sealed bids.
 - Respondent shall not provide gifts or anything of value nor have any business arrangement with any employee, official, or agent of NECALG that might constitute a conflict of interest according to the State and Local Government Codes, as well as NECALG policies and procedures.
 - All bids will be kept confidential during the process of negotiation.
 - NECALG is wholly committed to equal opportunity for all potential respondents and does not discriminate in its award selection based on race, national origin, religion, age, sex, sexual preference, or handicap status.
 - All bids shall be considered effective for thirty (30) days from the date of receipt by the NECALG.
 - If any of the provisions in the RFP conflict with applicable laws, rules, regulations, and/or other codes of professional ethics, the latter shall prevail over the provisions of the RFP.
 - NECALG reserves the right to reject all proposals. Responding to this request does not guarantee any bidder revenue regarding this Request for Proposal.
 - NECALG shall not reimburse any bidder for any expenses incurred to prepare and deliver its response to this request.

SCORING AND EVALUATION

Contracts are awarded based on **best value** considerations.

- All proposals received by the submission deadline will be evaluated and scored by an RFP committee according to price and criteria cited.
- NECALG may validate any information in a proposal by using outside sources or materials.
- Proposals that best meet RFP requirements and scoring criteria may be invited to interview with the RFP committee for further evaluation.
- The bidder(s) selected to purchase the vehicles from will be notified by phone or email.

