



Rockingham County  
Engineering & Maintenance Services  
116 North Road — Brentwood, NH 03833-6614  
Telephone: 603 679-2256, ext. 9150  
Fax: 603 679-9380  
[www.co.rockingham.nh.us](http://www.co.rockingham.nh.us)

**REQUEST FOR PROPOSAL  
2019 VEHICLES  
ROCKINGHAM COUNTY  
08 August 2019**

You are hereby invited to submit a proposal for nine (9) vehicles as specified in the attachments of the Request for Proposal. Proposals should not exceed state bid pricing.

The information necessary to complete the proposal is listed below and in the attachment of this invitation.

Questions on bidding procedures can be directed to the Commissioner's Office at (603) 679-9350. Questions on the technical specifications of the Request for Proposal may be addressed to Jude Gates, Director of Facilities, Planning & IT at (603) 679-9375 [jgates@co.rockingham.nh.us](mailto:jgates@co.rockingham.nh.us)

**Proposal Instructions:**

Two (2) copies of the Proposal should be submitted in a **sealed envelope** marked "RFP – 2019 Vehicles" to:

Rockingham County Commissioners  
119 North Road  
Brentwood, NH 03833

Proposals must be submitted to the above address **no later than 3:00 p.m. on Friday, 06 September 2019**, to be eligible for consideration.

If proposals are being sent via FedEx, UPS, or other mail carrier, please ensure that the mailing envelope/package is clearly marked "RFP – 2019 Vehicles". Envelopes/packages not marked with the name of the proposal may be misidentified and will be rejected. Other forms of submission (fax or email) will be rejected. Proposals received after the deadline will be rejected.

**Proposal Opening:**

Proposals will be opened publicly at a regular scheduled Meeting of the Board of Rockingham County Commissioners in the Commissioners' Conference Room of the Rockingham County Rehabilitation and Nursing Center, 117 North Road, Brentwood, NH, on **Tuesday, 10 September 2019, at 8:30am**. Proposals will be taken under advisement at that time and will be awarded as soon as a complete review and comparison of the proposals received has been made by the Board of Commissioners.

**Proposal Award:**

The proposal(s) will be formally awarded and announced publicly at a regular scheduled meeting of the Board of Rockingham County Commissioners held in the Commissioners' Conference Room located in the Rockingham County Rehabilitation and Nursing Center, 117 North Road, Brentwood, NH. Formal notification of award to all proposers will occur immediately thereafter. Information on the award will also be available on the RFP/Bidding section of the County's website at: <http://co.rockingham.nh.us>.

**RFP Prices:**

RFP prices are to remain in effect for a period of ninety (90) days from opening date of the proposals and are to remain firm once proposal is awarded to the successful proposer(s).

**Performance Clause:**

In the event that the successful awarded proposer/Rockingham County should default in the observance of the stipulations set forth in this Request for Proposal and any attachments thereto and such default is not corrected within thirty days of written notice from either party, the successful awarded proposer/Rockingham County shall have the option of canceling the proposal.

The successful awarded provider acknowledges that all work performed on County property will be done so in accordance with the standard safety rules and guidelines of OSHA. Please include with your Proposal a copy of your safety rules and guidelines and/or acknowledgement of your compliance with OSHA.

**Contractual Obligations:**

In the event that contracts for the supply of materials, equipment, or services are required under the bid, the Board of Rockingham County Commissioners reserves the right to review said contracts and amend to comply with County legal requirements prior to signing by the appointed representative of the Board of Rockingham County Commissioners. All contracts entered into by Rockingham County are required to contain Non-Appropriation and Indemnification clauses. Sample language is provided below.

*Non-Appropriation*

Rockingham County is obligated to pay only such contract amounts that can lawfully be made from funds budgeted and appropriated for that purpose during Rockingham County's then current fiscal year, subject to annual approval by the Rockingham County Delegation. Should Rockingham County fail to budget, appropriate, or otherwise make available funds to make payments under this contract, such contract shall be deemed terminated at the end of the then current term. Rockingham County agrees to deliver prompt notification after any decision to non-appropriation is made, but failure to give such notice will not extend the term beyond such Original or Renewal Term.

### *Indemnification*

To the fullest extent permitted by law, (ORGANIZATION) shall protect, indemnify, save, defend and hold harmless Rockingham County, including its officials, agents, volunteers and employees, ("Indemnified Parties"), from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs, interest and expenses, including but not limited to reasonable attorney and paralegal fees, which Indemnified Parties may become obligated or suffer by reason of any accident, bodily injury, personal injury, death of person, or loss of or damage to property, arising indirectly or directly under, out of, in connection with, or as a result of this Contract or the activities of (ORGANIZATION) or its agents, employees, contractors or subcontractors, and even if caused in whole or in part by any negligent or intentional act or omission of Indemnified Parties.

In addition, and regardless of respective fault, (ORGANIZATION) shall defend, indemnify and hold harmless the Indemnified Parties for any costs, expenses and liabilities arising out of a claim, charge or determination that (ORGANIZATION) officers, employees, contractors, subcontractors or agents are employees of the Indemnified Parties, including but not limited to claims or charges for benefits, wages, fees, penalties, withholdings, damages or taxes brought in connection with laws governing workers compensation, unemployment compensation, social security, Medicare, state or federal taxation, and/or any other similar obligation associated with an employment relationship.

(ORGANIZATION'S) obligations to defend, indemnify and hold harmless the Indemnified Parties hereunder shall survive the term of this Contract.

Rockingham County shall not be required to defend or indemnify (ORGANIZATION) or its agents, employees, contractors or subcontractors or any professional service provider.

### **Insurance Requirements**

The provider shall maintain at all times during the life of this contract the following insurance coverage. The provider must also require its subcontractors to maintain such coverage. Any request for modification of the coverage requirements must be submitted in writing with the proposal, and will be evaluated accordingly.

**Workers Compensation Insurance:** The provider shall carry workers compensation insurance as required by the State of New Hampshire.

**Comprehensive General Liability Insurance:** The provider shall maintain comprehensive general liability insurance policy, which includes coverage for contractual liability, in an amount of no less than \$1,000,000 per occurrence.

**Motor Vehicle Insurance:** The provider shall carry motor vehicle insurance to include bodily injury, property damage, and uninsured motorist, coverage in an amount of no less than \$1,000,000 combined single limit per accident.

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Provider shall provide an insurance certificate confirming the above insurance coverage. The insurance certificate and the underlying insurance coverage shall be issued by a carrier authorized to do business in the State of New Hampshire and having A.M. Best Company rating of "A" or better.

The provider shall have professional insurance/errors and omissions insurance with limits of not less than \$1,000,000 each occurrence.

The provider shall file certificates with Rockingham County showing that the above insurance has been purchased. The insurance certificate submitted must show the certificate holder as;

The Rockingham County  
119 North Road  
Brentwood, NH 03833

A 30-day notice is required for cancellation and /or material change of coverage, sent directly to the Rockingham County Commissioners Office at 119 North Road, Brentwood, N.H. 03833.

**NOTE:**

**The Board of Rockingham County Commissioners reserves the right to accept or reject any and all proposals or parts thereof, to accept the proposal which they deem to be in the best interest of Rockingham County and to waive any bid formality.**

Sincerely,



Jude Gates, Director of Facilities, Planning and IT  
Engineering & Maintenance Services

JG:lt

## ATTACHMENT A

### General Requirement for Proposing and Instructions to Providers

#### A. INTRODUCTION AND BACKGROUND

Rockingham County Complex (Rockingham) is a public entity composed of general administrative offices, a nursing home and a correctional facility.

Rockingham is seeking written proposals from qualified vendors to enter into a contract with the purpose of supplying such services as noted in section B.

#### B. SPECIFICATIONS

Interest parties are invited to submit proposals for the purchase and delivery of the two vehicles annotated below, and meeting the following specifications. Please be advised that the County is interested in a 3-year lease/end purchase of these vehicles. Please provide complete information on all financing alternatives and opportunities, including capital leases.

#### Engineering & Maintenance Services; One (1) 2019 Ford F-250 w/Plow

- . GVW 10,000
- . Standard Cab with Roof marker Lights
- . 137" Wheel Base /8' bed- Styleside
- . Automatic Transmission/6 speed/AC
- . Power Brakes-ABS, all wheel
- . Heaviest duty suspension available w/plow pkg
  - Front Axle-4,700#
  - Rear Axle-Limited Slip, 6084#
- . Power Steering
- . Heavy Duty Battery-750CCA
- . Heavy Duty Alternator-130 Amp
- . 43B Back Glass Defroster
- . Tires: All Season Radial, 16 P235
  - Manufacturer's Standard Spare
- . Standard Vinyl Upholstery – Front Bench
- . 38 Gal. Min. Fuel Capacity
- . Mirrors, Heated Outside, Right & Left - Low Mount Min. 5" x 7"
- . Bumpers Front- Standard Painter
  - Rear- Step & Tow, 400# Tongue weight
- . Color-Stone Gray
- . Tech manuals
- . XL Trim
- . Trailer Tow Package
- . 3.73 Regular Axle
- . 41H Engine block heater
- . Cal Emissions
- . Shift on Fly 4x4
- . 6S Upfit Switches
- . 942 Daytime Running Lights
- . Radio/Speakers AM/FM/CD
- . Wheel Covers
- . Wipers, Intermittent
- . 592 Roof Clearance Lights
- . 473 Snow Plow Prep
- . 4,000 pound towing capacity
- . Gasoline Engine 6.2LVI

#### **PLOW – 8.5 Fisher XV2 Stainless**

**Vehicle must be delivered with an Application for Certificate of Title.**

**TITLE MUST SHOW: Rockingham County, 116 North Road, Brentwood, NH 03833**

**DEPARTMENT OF CORRECTIONS;**

**One (1) 2019 Ford Police Interceptor Utility Unmarked Cruiser**

- All wheel drive package with major standard equipment
- 3.3L V6 Direct-Injection gas
- Color – Sterling Gray
- License plate bracket (front)
- Dark Car Feature
- **NO** Spot Lamp
- Rear Door Handles Inoperable / Locks Inoperable
- Mirrors – Heated Side View
- Noise Suppression Bonds
- Cloth Front Bucket Seats / Vinyl Rear
- Furnish with 4 keys at delivery

**TITLE MUST SHOW: Rockingham County, 116 North Road, Brentwood, NH 03833**

**ROCKINGHAM COUNTY SHERIFF'S OFFICE;**

**Four (4) 2019 Ford Police Interceptor Utility Marked Cruiser**

- All wheel drive package with major standard equipment
- 3.3L V6 Direct-Injection Gas
- Color – Arizona Beige
- License Plate Bracket (Front)
- Dark Car Feature
- Spot Lamp – Driver Side Only – LED – Unity
- Rear Door Handles Inoperable / Locks Inoperable
- Mirrors – Heated Side View
- Noise Suppression Bonds
- Cloth Front Bucket Seats / Vinyl Rear
- Class III Trailer Tow Lighting Package
- Furnish each with 5 keys at delivery

### One (1) 2019 Ford Police Interceptor Utility Unmarked Cruiser

- All wheel drive package with major standard equipment
- 3.3L V6 Direct-Injection Gas
- Color – Arizona Beige
- License Plate Bracket (Front)
- Dark Car Feature
- Spot Lamp – Driver Side Only – LED – Unity
- Rear Door Handles Inoperable / Locks Inoperable
- Mirrors – Heated Side View
- Noise Suppression Bonds
- Cloth Front Bucket Seats / Vinyl Rear
- Class III Trailer Tow Lighting Package
- Wheel Covers
- Furnish with 5 keys at delivery

### One (1) 2019 Ford Police Interceptor Utility Unmarked Cruiser

- All wheel drive package with major standard equipment
- 3.3L V6 Direct-Injection Gas
- Color – Arizona Beige
- License Plate Bracket (Front)
- Dark Car Feature
- Mirrors – Heated Side View
- Noise Suppression Bonds
- Cloth Front Bucket Seats / Vinyl Rear
- Class III Trailer Tow Lighting Package
- Wheels – 18" Painted Aluminum
- Furnish with 5 keys at delivery

### One (1) 2019 Ford Transit 350 Low Roof Cargo Van

- All wheel drive package with major standard equipment
- 147.6" Wheelbase
- Exterior Color – White Gold Metallic
- Pewter Cloth Dual Bucket Seats
- Reverse Sensing System
- Cruise Control with Message Center
- Driver Controlled Front/Rear Auxiliary A/C & Heater
- Radio – AM/FM Stereo with Single CD/SYNC
- Heavy Duty Trailer Tow Package
- Furnish with 4 keys at delivery

**ROCKINGHAM COUNTY SHERIFF'S OFFICE**  
**VEHICLE TRADE**

Preference will be given to dealers willing to accept vehicles in trade. Dealers should specify on the bid return their intention regarding whether or not they will accept trades and provide estimates of trade in values for the below listed vehicles. The trade amount will be considered in conjunction with the cost of the new vehicle. Police equipment will be removed from the vehicle prior to the trade unless otherwise noted in the vehicle description. The vehicles described will continue to be in service as secondary vehicles until the arrival and police accessory build out of the replacement vehicles which will likely affect the mileage noted. If necessary, additional information and photographs of the vehicles listed below can be obtained by contacting Sgt. Marshall Bennett by e-mail ([mbennett@rockso.org](mailto:mbennett@rockso.org)).

1. RSCO Eq. #8  
2011 Ford Crown Victoria  
Color – Arizona Beige  
Approximate Mileage – 105,000
2. RSCO Eq. #10  
2013 Ford Interceptor Sedan AWD  
Color – Arizona Beige  
Approximate Mileage – 135,000
3. RSCO Eq. #13  
2013 Ford Interceptor Utility AWD  
Color – Arizona Beige  
Approximate Mileage – 140,000
4. RSCO Eq. #16  
2014 Ford Interceptor Utility AWD  
Color – Arizona Beige  
Approximate Mileage – 130,000
5. RSCO Eq. #17  
2014 Ford Explorer 4WD  
Color – Ingot Silver Metallic  
Approximate Mileage – 147,000



**C. SPECIAL CONSIDERATIONS**

1. Please supply complete cuts sheets and specifications for each alternative quoted as part of your proposal.
2. Please provide all information with regard to warranty and service availability.
3. Provide tech manuals for each vehicle.
4. Please specify estimated time of delivery after receipt of order.
5. Pricing to include delivery to Brentwood, New Hampshire.
6. Proposals should not exceed state bid pricing.

**D. NOTICE**

Information provided in these specifications is to be used only for the purposes of preparing a proposal detailing costs and services to be provided to Rockingham County. It is expected that each provider will read these specifications with care. Failure to meet certain conditions may invalidate proposals.

The information contained herein is believed to be accurate, but should not be considered as warranted in any way. Questions or requests for additional information should be directed to Jude Gates, Director of Facilities, Planning and IT at (603) 679-9375 or [jgates@co.rockingham.nh.us](mailto:jgates@co.rockingham.nh.us).

**E. PREPARATION OF PROPOSALS**

Following the review and screening of all proposals, firms may be invited to participate in the final selection process, which may include the submission of additional information regarding cost or other issues, as requested by Rockingham.

**F. DELIVERY OF PROPOSALS**

Rockingham County must receive your written proposal no later than **3:00 P.M., Friday 06 September 2019, addressed and delivered to the attention:**

Board of Rockingham County Commissioners  
119 North Road, Brentwood, NH 03833  
"RFP – 2019 Vehicles"

**G. ADDITIONAL TERMS AND CONDITIONS**

1. Rockingham County may buy from multiple vendors.
2. Any changes to the above Specifications shall meet the approval of the Board of Rockingham County Commissioners.
3. As noted, Please provide complete information on all financing alternatives and opportunities, including capital leases (3-year term).
4. Should you have any variations (discounts and/or penalty clauses) which would affect the price, please specify in your proposal.