

**CITY OF GALESBURG
55 W TOMPKINS ST
GALESBURG, IL 61401
PHONE: (309) 345-3678**

INVITATION FOR BIDS

For the purchase of one 2009 model four door sedan with police package
for the Galesburg Police Department

Instructions to Bidders

1. An advertisement for sealed bids on the above was published in the Galesburg Register-Mail on November 21, 2009. As stated in such notice, bids will be received until 11:00 a.m., local time, December 11, 2009 and, at that time, publicly opened and read aloud in the Curtis Erickson Conference Room, located in City Hall.
2. The person, firm or corporation making a bid shall submit it in a sealed envelope to the Purchasing Agent or his duly designated representative on or before the hour and the day stated above. The notation "Bid on 2009 Police Car" shall appear on the outside of the sealed envelope. The bidder shall also include their Company name and address on the outside of the submitted envelope.
3. The bidder shall insert the price, and supply all the information as indicated on the Bid Form. The prices inserted shall be net and shall be the full cost for the items specified, including all factors whatsoever.
4. No charge will be allowed for taxes from which the City of Galesburg is exempt: the Illinois Retailer's Occupation Tax, the Service Occupation Tax, the Service Use Tax, the Use Tax, Federal Excise and Transportation Tax.
5. Each bidder shall affirm that no official or employee of the City of Galesburg is directly or indirectly interested in this bid for any reason of personal gain.
6. Delivery of the goods and/or services shall be as stated in the bid documents.
7. No bid may be changed or withdrawn after the time of the bid opening. Any modifications or withdrawals requested before this time shall be acceptable only when such request is made in writing and agreed to by the Purchasing Agent.

8. The City of Galesburg reserves the right to reject any and all bids and to waive any informalities or technicalities in the bidding. Any bid submitted will be binding for (30) thirty days after the date of the bid opening.
9. The City has adopted an "Equal Employment Opportunity Clause", which is incorporated into all specifications, purchase orders, and contracts, whereby a vendor agrees not to discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or ancestry. A copy of this clause may be obtained at the City Clerk's Office, City Hall, Galesburg, Illinois.
10. The City of Galesburg has adopted an Affirmative Action Program. All formal sealed bids must be accompanied by a properly prepared Certificate of Compliance Form, whereby the vendor certifies the number of employees he has in each class of employment, and that affirmative action has been taken to ensure equality of opportunity in all aspects of employment.
11. Bidder certifies that all laws of the State of Illinois and ordinances of the City of Galesburg in effect at the date of bidding shall be observed by him. Evidence of any violation during the term of the agreement shall be considered sufficient reason to discontinue purchases by the City from that supplier.
12. These instructions are to be considered an integral part of any bid.

Dated: November 21, 2009

Kraig Boynton
Purchasing Agent

CITY OF GALESBURG, ILLINOIS
Specifications
for one (1) new 2009 model four door sedan
for the Galesburg Police Department

GENERAL: This bid is for the purchase of one new police car (3.55 axle) with the police package required. All standard equipment and accessories for police pursuit vehicles, whether or not specified, shall be provided unless overwritten by the detailed specifications. All manufacturer's window stickers and paperwork shall accompany the delivery of the vehicle. Questions concerning the detailed specifications or to inspect the trade-in should be directed to Mr. Bob Treasure, Central Garage Supt. at (309) 345-3661 during normal business hours. The specifications listed below are minimums established for our use. The manufacturer's detailed specification sheets shall accompany all bids.

DETAILED:

Five passenger four door sedan (3.55 axle)

Body Code: P71

Order Code: 730A

Paint Option: Two Tone ID# SP212 white accent (roof, pillars, and door) and body color black (truck lid, hood, front and rear fenders).

The City is requesting White Molding for this unit.

Front bucket seats, front and rear heavy duty cushions w/full foam back, heavy-duty vinyl coverings.

Power windows and power locks-driver operated.

Power adjustable pedals (standard)

Rear door handle and locks inoperative.

Floor mats, heavy-duty rubber, front and back, color keyed.

Spotlight- 6" left pillar mounted.

Power steering for police operations w/power steering pump oil cooler.

All vehicles keyed identical.

Certified speedometer calibrated to 140 mph.

Heavy-duty 4.6L, FFV OHC SEFI V8 engine, rear wheel drive.

4-speed automatic transmission, column shift w/aux and transmission oil cooler.

Heavy-duty frame and suspension system for police pursuit vehicles.

Heavy-duty four wheel disk brakes.

Radiator, min. w/minus 35 degree F antifreeze protection w/higher boiling point.

Heavy-duty cooling.

Positive traction type differential, rear wheel drive.

Heavy-duty alternator, 200 amps; heavy-duty 12-volt battery.

Five full size heavy-duty wheels and tires, P235/55Rx17 BSW.

AM/FM Radio Package to be included.

Vehicle service manual and parts book.

Trade-ins: The City is offering the following vehicles for trade-in and may or may not elect to accept the trade-in value, in which case the base bid shall prevail.

Former Unit #22 (2006 Ford Crown Victoria)

Seventh - That the complete guarantee and warranties offered are:

Eighth - That complete literature and specifications, where applicable, for the goods or services are attached herewith.

Person, Firm, or Corporation

Authorized signature and title

Printed Name of Individual

RETURN WITH BID
TO THE CITY OF GALESBURG, ILLINOIS
CERTIFICATE OF COMPLIANCE

EMPLOY- MENT	SUPER- VISORY	SALES	OFFICE	SKILLED	SEMI- SKILLED	NON- SKILLED
WHITE						
BLACK						
OTHER						
MALE						
FEMALE						

(PLEASE FILL IN THE NUMBER OF EMPLOYEES IN EACH CLASS)

1. THE CONTRACTOR OF COMPANY WILL NOT DISCRIMINATE AGAINST ANY EMPLOYEES OR APPLICANT FOR EMPLOYMENT BECAUSE OF RACE, CREED, COLOR, SEX, AGE, NATIONAL ORIGIN, HANDICAPPING CONDITION UNRELATED TO ABILITY TO PERFORM THE JOB; AND, WILL TAKE AFFIRMATIVE ACTION TO ENSURE THAT APPLICANTS ARE EMPLOYED WITHOUT REGARD TO THEIR RACE, CREED, COLOR, SEX, AGE, HANDICAPOR NATIONAL ORIGIN. SUCH ACTION SHALL INCLUDE, BUT NOT BE LIMITED TO, THE FOLLOWING: EMPLOYMENT, UPGRADING, DEMOTION OR TRANSFER, RECRUITMENT OR RECRUITMENT ADVERTISING, LAYOFF OR TERMINATION, RATES OF PAY OR OTHER COMPENSATION, AND SELECTION FOR TRAINING, INCLUDING APPRENTICESHIP. THE CONTRACTOR OR COMPANY AGREES TO POST, IN CONSPICUOUS PLACES, AVAILABLE TO EMPLOYEES AND APPLICANTS FOR EMPLOYMENT, NOTICES SETTING FORTH THE PROVISIONS OF THIS NON-DISCRIMINATION CLAUSE.

2. THE CONTRACTOR OR COMPANY WILL, IN ALL SOLICITATIONS OR ADVERTISEMENTS FOR EMPLOYEES OR ON THEIR BEHALF, STATE THAT ALL QUALIFIED APPLICANTS WILL RECEIVE CONSIDERATION FOR EMPLOYMENT WITHOUT REGARD TO RACE, CREED, COLOR, SEX, AGE, HANDICAPPING CONDITION UNRELATED TO ABILITY OR NATIONAL ORIGIN. THE SAME SHALL HOLD TRUE WHEN RECRUITMENT SOURCES ARE USED TO SECURE APPLICANTS.

3. THE CONTRACTOR OR COMPANY AGREES TO NOTIFY ALL OF ITS SUBCONTRACTORS OF THEIR OBLIGATION TO COMPLY WITH THE NON-DISCRIMINATION POLICY.

4. In the event of the Contractor's or Company's non-compliance with the non-discrimination clauses of the Contract or Purchase or with any of such rules, regulations or orders, the CONTRACT OR Purchase may be cancelled, terminated or suspended in whole or in part and the Contractor or Company may be declared ineligible for further City Contracts or Purchases in accordance with the Affirmative Action Program adopted by the Galesburg City Council at their meeting on August 6, 1990.

BY: _____
BIDDER