



**INVITATION TO BID**

**FOR**

**ROWAN COUNTY**  
**AMBULANCE REMOUNT**  
**SPECIFICATION**

**# 2023-005**

**ROWAN COUNTY**

130 West Innes Street

Salisbury, NC 28144

704-216-8174

[jody.farrow-bennett@rowancountync.gov](mailto:jody.farrow-bennett@rowancountync.gov)

Date Issued: Monday, September 19, 2022

Date Due: Wednesday, October 12 at 3:00 PM ET

Administered By: Jody Farrow-Bennett, Purchasing Director

**NOTICE TO BIDDERS  
ROWAN COUNTY EMERGENCY SERVICES FOR  
Ambulance Remount**

Rowan County plans to remount (1) existing type III ambulance currently mounted on a Ford E450 for Emergency Services (ES). The current existing module to be remounted is on a 2017 Ford E450 158 inch chassis.

The existing chassis is available for review

**Bidders for this ITB will be accepted until Wednesday, October 12, 2022 at 3:00 pm ET** at the Rowan County Purchasing Department, 130 West Innes Street, Suite 31, Salisbury, North Carolina 28144. Bid documents may be obtained by contacting the Rowan County Purchasing Director at:

Rowan County Purchasing Department  
Attn: Purchasing Department  
130 West Innes Street, Suite 31  
Salisbury, NC 28144  
704-216-8174  
[jody.farrow-bennett@rowancountync.gov](mailto:jody.farrow-bennett@rowancountync.gov)

Submission of any bid signifies the Bidder's agreement that their bid and the content thereof, are valid for ninety (90) calendar days following the submission deadline and will become part of the contract that is negotiated between Rowan County and the successful Bidder. All prices submitted with the bid shall remain in effect for the ninety (90) day period.

Insurance requirements are listed in the document and will be required only from the awarded vendor before entering into contract with Rowan County.

Once the ITB is public all questions related to the ITB shall be directed to the Purchasing Department. Any contact related to the ITB with County Staff and/or Board of Commissioners will be prohibited and cause for rejection.

Rowan County reserves the right to award and/or reject any and/or all bids and waive any technicalities or irregularities. For complete details, consult the bid package.

This is the 19th day of September 2022.

Rowan County

By: Jody Farrow-Bennett  
Rowan County Director of Purchasing  
and Contract Administration

### **Invitation to Bid**

The purpose and intent of this Invitation to Bid (ITB) is to remount an ambulance module to a new chassis. The following documents make up this ITB:

- a. This Document
- b. Bid Response Form

### **Important Dates**

Issue Date:	Monday, September 19, 2022
Deadline for written questions:	Tuesday, September 27, at 5:00 PM ET
Deadline for Submitting Bids:	Wednesday, October 12, 2022 at 3:00 PM ET

### **Submission of Bids**

Bids must be presented on the **Bid Response Form** attached to the ITB can be mailed or delivered to:

Jody Farrow-Bennett, Purchasing Director  
Rowan County Purchasing Department  
130 West Innes Street, Suite 31  
Salisbury, NC 28144

The package shall be plainly marked "**ITB 2023-005 AMBULANCE REMOUNT**".

Bidders must submit one sealed original of their bids. No responsibility shall be attached to Rowan County (the County) for the premature opening of any bid not properly addressed or identified.

Sealed Bids are due on **Wednesday, October 12, 2022 at 3:00 pm EST** by mail to J. Newton Cohen, Sr. Administration Building at 130 West Innes Street, Suite 31, Salisbury, North Carolina, 28144. Failure to submit a Bid by this deadline will disqualify the respondent from consideration in this purchase.

### **Request for Clarification**

The vehicle is available for inspection during this bid period. Please call 704.216.8178 for more information.

The County will not be bound by or be responsible for any interpretations or conclusions drawn from this ITB. All questions or requests for clarification or additional information must be submitted in writing no later than 5:00 pm on Tuesday, September 27, 2022. These written questions or requests must be submitted to Jody Farrow-Bennett, Purchasing Director, by mail or e-mail. Any questions the County feels are pertinent to all interested bidders will be delivered to all participating bidders as addenda to this ITB. All addenda will be posted on the County website <https://www.rowancountync.gov/675/Purchasing> and it is the responsibility of the Bidder to check for any addenda. All addenda will be posted by 5pm Friday, September 30, 2022.

In addition, the County assumes no responsibility for conclusions or interpretations derived from technical and background information presented in this ITB, or otherwise distributed or made available during this procurement process. The County will not be bound by or be responsible for any explanation, interpretation or conclusions of this ITB or any documents provided by the County, other than those given in writing by the County, through the issuance of addenda. It is the full responsibility of the Bidder to thoroughly investigate the needs/requirements of the County not necessarily assumed in this ITB.

### **Signed Bids Considered an Offer**

Receipt of a signed Bid shall be considered an offer on the part of the Bidder. The terms, conditions and specifications of this ITB will become part of the contract if the Bid shall be deemed approved and accepted by the County. In the event of a default on the part of the Bidder after acceptance by the County, the County may take such action as it deems appropriate, including legal action for damages or specific performance.

### **Timeline to Execute Contract**

The County understands the current national issues with vehicle production and is willing to work with the awarded Bidder, within reason, on the delivery of vehicles.

### **Availability of Funds**

The purchase will be awarded and deemed binding only to the extent of appropriated funds for the purpose set forth in this ITB.

### **Non-Discrimination**

The Bidder shall not discriminate against any individuals and will take proactive measures to assure compliance with all Federal and State requirements concerning fair employment, employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination based upon age, race, color, religion, sex, national origin or disability.

### **Insurance Coverage**

The Bidder shall not commence work under this contract until all insurance required under this section has been obtained. The Bidder shall not allow any subcontractor to commence on work that has been subcontracted until similar insurance has been obtained by the subcontractor. Also, the Bidder agrees that once awarded and during the term of this contract, the Bidder, at their sole cost and expense, shall provide commercial insurance of such type and with such terms and limits as may be reasonably associated with the contract. At a minimum, the Bidder shall provide and maintain the following coverage and limits:

#### **Worker's Compensation**

Worker's compensation insurance as required by North Carolina law to cover all of the Provider's employees engaged in any work under the Agreement. Workers' Compensation in the minimum amount of \$500,000 employer's liability. A Certificate of Insurance shall be issued confirming the above coverage. The Certificate must include a clause obligating the Insurer to give thirty (30) days prior notice in the event of cancellation of or major change in the insurance.

#### **Comprehensive General Liability**

The Contractor shall maintain Comprehensive General Liability coverage in amounts not less than \$500,000 per occurrence / \$1,000,000 aggregate. This Certificate must also include a clause obligating the insurer to give thirty (30) days prior notice in the event of cancellation of or major change in the insurance **and name the County as an additional insured.**

This coverage must include:

1. Blanket contractual coverage for the liability assumed by the Contractor under the indemnity provision of the contract involved. Such Certificate must specifically state that the contractor is insured, and it must be signed by the insurance company, not the agent or broker.
2. Contractor's protective coverage for his subcontractors.

### **Comprehensive Automobile Liability**

The Contractor shall maintain Comprehensive Automobile Liability covering all owned, hired, and non-owned vehicles used in connection with this Agreement. The minimum combined single limit shall be \$1,000,000 for bodily injury and property damage; and \$1,000,000 uninsured/underinsured motorist coverage. A Certificate of Insurance shall be issued confirming this coverage. The Certificate must include a clause obligating the insurer to give thirty (30) days prior notice in the event of cancellation of or major change in the insurance.

Any exceptions must be agreed upon by the County.

### **Delivery**

The awarded vendor shall delivery vehicles FOB destination to Rowan County Facilities Department at 425 Airport Road, Salisbury, NC 28147 and notify purchasing of delivery by email to Jody Farrow-Bennet at [jody.farrow-bennett@rowancountync.gov](mailto:jody.farrow-bennett@rowancountync.gov).

### **Collusive Bidding**

The Bidder's signature on the Bid Form is a guarantee the prices quoted have been arrived at without collusion with other eligible Bidder(s) and without effort to preclude the County from obtaining the lowest possible competitive price.

### **General Indemnity**

The Bidder shall save and hold harmless, protect, defend and indemnify the County (including the County Manager, the Board of Commissioners, as well as Rowan County officers, agents and employees) from and against any demand, claim, suit, loss, expense or damage which may be asserted against any of them in their official or individual capacities by reason of any alleged damage to property, or injury to, or death of, any person arising out of, or in any way related to, any action or inaction of the Bidder (including its officers, agents and employees) in the performance or intended performance of this contract, or the maintenance of any facility, or the operation of any program, which is the subject of, or is related to, the performance of this contract. The obligations of the Bidder pursuant to this paragraph shall not be limited in any way by any limitation in the amount or type of proceeds, damages, compensation or benefits payable under any policy of insurance or self-insurance maintained by, or for the use and benefit of, the Bidder. As an integral part of this contract, the Bidder agrees to purchase and maintain, during the life of this contract, contractual liability insurance in the amount required in the general liability insurance requirements and to furnish proper evidence thereof with the County named as an additional insured.

### **Assignment**

The successful Bidder shall be the prime Bidder and shall be solely responsible for all contractual performance. The Bidder shall not assign, transfer, convey, sublet or otherwise dispose of its agreements with the County, or its rights, title or interests herein, or its power to execute such agreement, to any other person, company or corporation without the previous written consent and approval of the County.

### **Conflict of Interest**

All Bidders must disclose in writing with their Bid the name of any owner, officer, director, or agent who is also an employee of the County. All Bidders must also disclose in writing with their bid the name of any employee of the County who owns, directly or indirectly, an interest of five percent (5%) or more in the Bidder's firm or any of its branches or subsidiaries. By submitting a bid, the Bidder certifies that there is no relationship between the Bidder and any person or entity which is, or gives the appearance of, a conflict of interest related to this ITB or project.

### **Errors and Omissions**

The Bidder shall not take advantage of any errors or omissions in this ITB and shall promptly notify the County of

any omissions or errors found in this document.

**Award Criteria**

The County will award based on the lowest responsible, responsive bidder, taking into consideration quality, performance, and the time specified in the bids for the performance of the contract.

**Pricing**

Submission of any bid signifies the Bidder's agreement that its bid and the contents thereof are valid for ninety (90) calendar days following the submission deadline and will become part of the contract that is negotiated between the County and the successful Bidder. All prices submitted with the bid shall remain in effect for the ninety (90) day period.

SPECIFICATIONS	COMMENTS or ALTERNATIVES
Basic Remount of and Cutaway Van Ambulance (type III)	
2022 or newer, Van Cutaway Chassis, largest Gas Engine available, 158"WB	
OEM High Idle Controls	
Anti-Theft, Sound Off Signal ETISSO Ignition Security Systems	
Back up Camera Monitor- Remove and Transfer for Existing Unit	
Floor Cab Console, Custom type III w/2 Cupholders, Large Map Slot and FWD Flat Section for Computer Bracket	
Stealth Switch, Cab/Mod Unlock Switch, Cab Grille	
Running Boards, Grip Strut, Pair	
Wheel Simulators, Phoenix Stainless	
Heat/AC – Re-use existing system	
Rear Bumper, Complete	
Black Undercoating, Rear Bumper Supports	

SPECIFICATIONS Cont.	COMMENTS or ALTERNATIVES Cont.
Non-Emergency Lights – reuse Existing Lights	
Lights, Whelen 700 S-LED, red, Clear lens- front Fenders	
Flanges, Whelen 700 Chrome	
Lights Whelen TIR6 500 LED, Red/Clear – Front Grille	
Speakers, Federal Signal, 100 Watts, In Bumper	
Module Interior - Clean & Inspect	
Graphics, Cab & Right Front Module Area	
Minor Body Work, Paint & Repair, RF Compartment Door	
Grille Guard and Replacement reinforced Bumper which meets or exceeds Manufacturer Specifications (Bull Bars will not be accepted)	
Stryker Power-PRO XT 6506 cot system -transfer from existing module, tested in working order prior to delivery	
All freight cost must be reflected including transport of existing unit, return of existing chassis and any freight costs for the new completed unit.	
Estimated Build Time from award of Bid	



Bidder Information Sheet

1. COMPANY NAME \_\_\_\_\_
2. OWNER OF COMPANY \_\_\_\_\_
3. COMPANY ADDRESS \_\_\_\_\_
4. NUMBER OF YEARS IN BUSINESS \_\_\_\_\_
5. NUMBER OF PERSONS EMPLOYED ON REGULAR BASIS \_\_\_\_\_
6. FEDERAL TAX ID NUMBER \_\_\_\_\_
7. WHO WILL BE THE COUNTY'S CONTACT PERSON IN THE EVENT YOUR FIRM IS  
AWARDED THE CONTRACT? \_\_\_\_\_  
TELEPHONE \_\_\_\_\_  
EMAIL \_\_\_\_\_

**Bid Response Form**

The undersigned proposes and agrees that if this bid is accepted to contract with Rowan County, North Carolina for the furnishing of all equipment and labor necessary to complete the scope of work described in the Request for Bids documents in full and complete accordance with specifications and contract documents, and to the full and entire satisfaction of Rowan County, North Carolina for the prices provided below. Pursuant to the provisions of NC G.S. 143-54 under penalty of perjury, the signer of the bid certifies that this bid has not been arrived at collusively or otherwise in violation of Federal or North Carolina antitrust laws.

The following addenda are acknowledged: \_\_\_\_\_ dated \_\_\_\_\_

\_\_\_\_\_ dated \_\_\_\_\_

Respectfully submitted this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

SIGNED: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

Warranty on work: \_\_\_\_\_

Days to complete: \_\_\_\_\_

Total Cost: \_\_\_\_\_ Per Unit

Estimated Delivery Date: \_\_\_\_\_ If ordered by: \_\_\_\_\_

Contingency 10%: \_\_\_\_\_

Total Cost with Contingency: \_\_\_\_\_

**Attach additional sheets explaining any comments/ exceptions from the specifications listed if needed.**