



OFFICE OF WILL COUNTY EXECUTIVE
LAWRENCE M. WALSH

Rita Weiss
Purchasing Director

(815) 740-4605
Fax (815) 740-4604
rweiss@willcountyillinois.com

August 13, 2015

To Whom It May Concern:

You are invited to submit your bid for the Sale of Retired Surplus Vehicles from the Will County Sheriff's Department, Joliet, Illinois. Complete bid specifications are attached.

Bids will be received in the Purchasing Department, 2nd Floor, Will County Office Building, 302 N. Chicago St., Joliet, IL 60432, not later than **Tuesday, August 25, 2015, at 10:00 A.M. "As so indicated by the time stamp clock of Will County"**.

Bids will be publicly opened and read by the Will County Executive or his representative on **Tuesday, August 25, 2015, at 10:10 A.M.** at the Will County Office Building, 2nd Floor, 302 N. Chicago St., Joliet, IL 60432.

The bidder acknowledges the right of the County of Will to reject all bids, and to waive non-material informality or irregularity in any bid received in whole or in part as maybe specified in the solicitation.

Technical questions regarding the vehicles should be directed to **Fleet Maintenance Supervisor, Darrin J. Moore, of the Will County Sheriff's Garage, at (815) 727-4830**. If you should have any questions regarding the content of the bid specifications, please contact Rita Weiss, Purchasing Director, at rweiss@willcountyillinois.com.

We welcome your bid.

Sincerely,

Rita Weiss
Purchasing Director

**ADVERTISEMENT OF BID
FOR THE SALE OF
RETIRED SURPLUS VEHICLES**

SEALED BIDS FOR THE SALE OF RETIRED SURPLUS VEHICLES, FOR THE WILL COUNTY SHERIFF'S DEPARTMENT, JOLIET, ILLINOIS, WILL BE RECEIVED AT THE WILL COUNTY PURCHASING DEPARTMENT, WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., JOLIET, IL 60432, UNTIL THE HOUR OF 10:00 A.M., TUESDAY, AUGUST 25, 2015.

BIDS WILL BE PUBLICLY OPENED AT 10:10 A.M., TUESDAY, AUGUST 25, 2015, AND READ BY THE WILL COUNTY EXECUTIVE OR HIS REPRESENTATIVE AT THE WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., 2ND FLOOR, JOLIET, IL 60432.

SPECIFICATIONS AND CONDITIONS OF THE BID ARE AVAILABLE AT www.demandstar.com, www.willcountyillinois.com, AND THE PURCHASING DEPARTMENT, 2ND FLOOR, WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., JOLIET, IL 60432, (815) 740-4605 OR EMAIL purchasing@willcountyillinois.com.

THE TENDERING OF A BID TO THE COUNTY SHALL BE CONSTRUED AS ACCEPTANCE OF THE SPECIFICATIONS AND ALL PROVISIONS OF THE BID DOCUMENTS. THE BIDDER ASKNOWLEDGES THE RIGHT OF THE COUNTY OF WILL TO REJECT ANY AND ALL BIDS, AND TO WAIVE NON-MATERIAL INFORMALITY OR IRREGULARITY IN ANY BID RECEIVED IN WHOLE OR PART AS MAY BE SPECIFIED IN THE SOLICITATION.

BY ORDER OF THE WILL COUNTY EXECUTIVE, LAWRENCE M. WALSH.

**INSTRUCTIONS TO BIDDERS
FOR THE SALE OF
RETIRED SURPLUS VEHICLES**

You are invited to submit your sealed bid for the Sale of Retired Surplus Vehicles for the Will County Sheriff's Department, Joliet, IL.

SEALED BIDS:

Sealed bids will be received in the Purchasing Department, Will County Office Building, 302 N. Chicago Street, 2nd Floor, Joliet, Illinois 60432, not later than **10:00 A.M., Tuesday, August 25, 2015, "as so indicated by the time stamp clock of Will County"**.

BIDS RECEIVED AFTER THIS TIME WILL NOT BE ACCEPTED.

Sealed bids will be publicly opened and read aloud by the Will County Executive or his representative at **10:10 A.M., Tuesday, August 25, 2015**, at the Will County Office Building, 302 N. Chicago St., 2nd Floor, Joliet, Illinois 60432.

Bids must be made in accordance with the instructions contained herein.

Bid forms shall be completely filled out either typewritten or in ink and shall not be detached from this binding. The **complete set of Contract Documents shall be submitted** with the proposal, in triplicate with **ONE ORIGINAL AND TWO COPIES, CLEARLY MARKED.**

Bids shall be submitted on the forms furnished by the County of Will in a sealed package, plainly marked, with the bidder's name, address, and the notation:

SEALED BID: RETIRED SURPLUS VEHICLES

BIDS DUE: Tuesday, August 25, 2015, 10:00 A.M.

Bids shall be addressed to the Will County Purchasing Department, Will County Office Building, 302 N. Chicago Street, Joliet, IL. 60432.

TAX EXEMPTION

The County of Will is exempt from Federal, State and Municipal Taxes.

SIGNATURE OF BIDS:

The signature on bid documents shall be that of an authorized representative of bidder. An officer or agent of the offering bidder who is empowered to bind the bidder in a Contract shall sign the proposal and any clarifications to that proposal.

Each bidder, by making and signing his bid, represents that he has read and understands the bidding documents. **Any bid not containing said signed documents shall be non-conforming and shall be rejected.**

BIDDING PROCEDURES:

1. All bids must be prepared on the forms provided by the County of Will and submitted in **TRIPLICATE** in accordance with the Instructions to Bidders.
2. A bid is invalid if it has not been deposited at the designated location prior to the time and date for receipt of bids indicated in the Advertisement for Bids or prior to any extension thereof issued to the bidders.
3. Unless otherwise provided in any supplement to the instructions to Bidders, no bidder shall modify, withdraw, or cancel his bid or any part thereof for ninety (90) days after the time designated for the receipt of bids in the Advertisement for Bids.
4. Changes or corrections may be made in the bid documents after they have been issued and before bids are received. In such cases, a written addendum describing the change or correction will be issued by the County of Will to all bidders recorded by the County of Will as having received the bidding documents and will be available for inspection whenever issued. Such addendum shall take precedence over that portion of the documents concerned, and shall become part of the bid documents. Except in unusual cases, addendum will be issued to reach the bidders at least five (5) days prior to date established for receipt of bids.
5. Each bidder shall carefully examine all bid documents and all addenda thereto, and shall thoroughly familiarize themselves with the detailed requirements thereof prior to submitting a proposal. Should a bidder find discrepancies or ambiguities in, or omissions from documents, or should they be in doubt as to their meaning, they shall, at once, and in any event, not later than seven (7) days prior to bid due date, notify the County of Will, who will, if necessary, send written addendum to all bidders. The County of Will will not be responsible for any oral instructions. All inquiries shall be directed to the Purchasing Director, at rweiss@willcountyllinois.com. After bids are received, the Bidder will make no allowance for oversight.

TECHNICAL SPECIFICATIONS:

1. The attached Vehicle list **MUST** be bid on as a **COMPLETE PACKAGE, ONE PRICE FOR ALL TWENTY-SEVEN (27) VEHICLES**. It would be advisable for each bidder to view and examine the vehicles before bidding on them. They are located at 2402 Laraway Road, Joliet, IL. **Call Darrin J. Moore, Fleet Maintenance Supervisor at the Sheriff's Garage for an appointment, 815-727-4830.**
2. See bid forms for detailed specifications and quantities on the retired surplus vehicles. The County accepts no responsibility for any oral additions or amendments to the specifications and quantities on the bid forms.

NO WARRANTIES:

The vehicles are being offered "as is" and Will County makes no warranties, including but not limited to the warranties of merchantability or fitness, written or implied.

TECHNICAL CONTACT PERSON:

Any questions in relation to the specifications in this proposal should be directed to: **Darrin J. Moore, Fleet Maintenance Supervisor, Will County Sheriff's Garage, at (815) 727-4830.**

Will County accepts no responsibility for and specifically disclaims any oral statements from any official, employee or agent of the County regarding the vehicles nor shall bidder rely on any oral statements from any official, employee or agent of the County, including but not limited to Darrin J. Moore.

NON-DISCRIMINATION:

The Contractor shall at all times observe and comply with any law, statute, regulation or the like relating in any way to civil rights including but not limited to the Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq.

NO BIDS:

Those who wish not to bid this project please return your bid plainly marked "**NO BID**" so your company's name remains active in our files. If you choose not to reply your name will be removed and no future bids will be sent to you.

WORDS AND FIGURES:

Where amounts are given in both words and figures, the words shall govern. If the amount is not written in words the unit cost will take precedence over the extended price in case of a discrepancy in the multiplication.

REJECTION OF BIDS:

The bidder acknowledges the right of the County of Will to reject any and all proposals for cause and to waive non-material informality or irregularity in any bid received.

DEFAULT:

In case of default by the successful Bidder, the County of Will may sell the articles or services to other sources.

CHOICE OF LAW AND VENUE:

Any cause of action related to and/or arising out of this bid and/or the sale and purchase of vehicles which are the subject of this agreement shall be governed by Illinois law without regard to conflict of law provisions and venue shall be in the Twelfth Judicial Circuit, Will County, Illinois.

REMOVAL OF SURPLUS:

The successful bidder must remove all vehicles within **THIRTY (30) working days** after the bid award, at the discretion of the Fleet Maintenance Supervisor, and must make arrangements for removal times with Fleet Supervisor Darrin Moore at Will County Sheriff's Office, Mon thru Fri 8am to 4pm Phone 815-727-4830.

TRANSFER OF TITLES:

The successful bidder must apply for transfer of titles for all vehicles **within THIRTY (30) days of removal** and **must supply proof of transfer to Will County within fourteen (14) days of said transfer**. If buyer breaches any provision of this paragraph, it shall indemnify and hold harmless Will County from all causes of action, damages, and costs, including reasonable attorneys' fees and shall reimburse Will County for any costs incurred as a result of the breach.

INSURANCE:

RISK OF LOSS: Upon notice of the award to the highest responsible bidder, the prevailing bidder shall assume all risks for loss or damage to the vehicle(s) whether or not it is (they are) stored on county property and he shall maintain such insurance, as he may deem necessary to protect himself against any loss or damage.

ILLINOIS FREEDOM OF INFORMATION ACT:

Any and all submissions to the County of Will become the property of the County of Will and these and any late submissions will not be returned. Your proposal will be open to the public under the Illinois Freedom of Information Act (FOIA) (5 ILCS 140) and other applicable laws and rules, unless you request in your proposal that we treat certain information as exempt. We will not honor requests to exempt entire proposals. You must show the specific grounds in FOIA or other law or rule that support exempt treatment. If you request exempt treatment, you must submit an additional copy of the proposal with exempt information deleted. This copy must tell the general nature of the material removed and shall retain as much of the proposal as possible. In the event the County of Will receives a request for a document submitted, the County of Will shall provide notice to contractor as soon as practicable. Regardless, contractor will be responsible for any costs or damages associated with defending your request for exempt treatment. Furthermore, contractor warrants that County of Will's responses to requests for a document submitted that is not requested to be exempt will not violate the rights of any third party.

Please be advised that if your proposal is accepted by the County of Will all related records maintained by, provided to, or required to be provided to the County of Will during the contract duration are subject to FOIA. In the event the County of Will receives a request for a document relating to contractor, its provision of services, or the arranging for the provision of services, the County of Will shall provide notice to contractor as soon as practicable and, within the period available under FOIA, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption. Regardless, contractor will be responsible for any costs or damages associated with defending the request for exempt treatment. Furthermore, contractor will warrant that County of Will's responses to requests for a document relating to contractor, its provision of services, or the arranging for the provision of services, or the arranging for the provision of services, will not violate the rights of any third party.

Please be advised also that FOIA provides that any record in the possession of a party with whom the County of Will has contracted to perform a governmental function on behalf of the County of Will, and that directly relates to the governmental function and is not otherwise exempt under FOIA is considered a public record of the County of Will for purposes of FOIA. 5 ILCS 140/7(2). As such, upon request by the County of Will (or any of its officers, agents, employees or officials), the contractor shall provide to the County of Will at no cost and within the timeframes of FOIA a copy of any "public record" as required by FOIA and in compliance with the provisions of FOIA. After request by the County of Will, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption. Regardless, contractor will be responsible for any costs or damages associated with defending the request for exempt treatment.

TAXES

The successful bidder shall pay all applicable sales, use, service use, service occupation, social security, and other taxes, levies, assessments, and duties, and shall make income tax deductions, all as required by local, State and Federal law.

PRICES:

Prices shall remain firm for a minimum of ninety (90) days after the time designated for the receipt of bids in the Advertisement for Bids.

PAYMENT:

Payment **must** be made by **CASHIERS CHECK**, made payable to the Will County Treasurer, and delivered to **Purchasing Director at 302 N. Chicago Street, Joliet, IL, 60432**, before the vehicles are picked up from the site at 2402 Laraway Road, Joliet, IL. **Money Orders or Company checks will not be accepted.**

PRIME CONTRACTOR CERTIFICATION:

Included in this bid package is a prime Contractor certification form. This form **must** be filled out and returned with your sealed bid package or it will not be accepted.

AWARDING OF BID:

The bidder acknowledges the right of the County of Will to accept the bid deemed most favorable to the interest of the County of Will. Will County also reserves the right to refuse the high bid and re-bid the project if the total amount is deemed to be inadequate after all bids have been examined and evaluated.

The Bid is expected to be awarded at the September 17, 2015 meeting of the Will County Board.

SUBMITTAL REQUIREMENTS:

Each of the following Products shall be submitted by the bid time mentioned herein in order that the bid will be considered:

1. **Signed** Prime Contractor Certification Form
2. **Signed** and completed Bid Form
3. **Signed** and completed Receipt of Addenda Form

PRIME CONTRACTOR CERTIFICATION

The undersigned hereby certifies that _____
Name of Bidder

is not barred from contracting with any unit of State or local government as a result of a violation of either Section 33E-3 or 33E-4 of the Criminal Code of 1961.

Name of Bidder

Title

Signature

Date

Note: A person who makes a false certificate commits a Class 3 Felony.

Sections 33E-3 and 33E-4 provide as follows:

33E-3. Bid-rigging. A person commits the offense of bid-rigging when he knowingly agrees with any person who is, or but for such agreement would be, a competitor of such person concerning any bid submitted or not submitted by such person or another to a unit of State or local government when with the intent that the bid submitted or not submitted will result in the award of a contract to such person or another and he either (1) provides such person or receives from another information concerning the price or other material term or terms of the bid which would otherwise not be disclosed to a competitor in an independent noncollusive submission of bids or (2) submits a bid that is of such a price or other material term or terms that he does not intend the bid to be accepted.

Bid-rigging is a Class 3 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code.

33E-4 Bid rotating. A person commits the offense of bid rotating when, pursuant to any collusive scheme or agreement with another, he engages in a pattern over time (which, for the purposes of this Section, shall include at least 3 contract bids within a period of 10 years, the most recent of which occurs after the effective date of this amendatory Act of 1988) of submitting sealed bids to units of State or local government with the intent that the award of such bids rotates, or is distributed among, persons or business entities which submit bids on a substantial number of the same contracts. Bid rotating is a Class 2 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) of **Section 5-4 of this Code.**

Possible violations of Section 33 can be reported to the Office of the Will County State's Attorney at (815) 727-8453.

SUBMIT BID FORM TO

Bid Let: 8-13-15
Due: 8-25-15, 10:00 A.M.
Open: 8-25-15, 10:10 A.M.

**PURCHASING DEPARTMENT
 COUNTY OF WILL
 302 N. CHICAGO ST.
 JOLIET, IL. 60432**

**CONTRACT FOR
 #2015-17
 SURPLUS VEHICLES**

COMPANY NAME _____ F.E.I.N. # _____
 ADDRESS _____
 CITY _____ STATE _____ ZIP _____ **please check one:**
 CONTACT _____ **Minority Vendor** yes no
 PHONE _____ FAX _____
 E-MAIL _____

Agency Name and **SHERIFF'S GARAGE, 2402 E. LARAWAY RD.**
Delivery Address: **JUST EAST OF RT. 52, JOLIET, IL. 60433**

For Additional **RITA WEISS, PURCHASING DIRECTOR, 815-740-4605, OR**
Information contact: **DARRIN J. MOORE, SHERIFF'S GARAGE, 815-727-4830**

THE VEHICLES LISTED BELOW (ON THIS PAGE AND THE FOLLOWING PAGE) MUST BE BID ON AS A COMPLETE PACKAGE, ONE PRICE FOR ALL TWENTY-SEVEN (27) VEHICLES. THIS COMPLETE PACKAGE WILL BE AWARDED TO THE HIGHEST BIDDER.

THIS IS NOT AN ORDER

ID #	YR/MAKE/MODEL	AGE	VIN #	MILEAGE
849	1999 ACURA INTEGRA	15	JH4DC2396XS000743	113,950
857	1996 DODGE RAM 1500	18	1B7HC16Y8TJ192618	70,018
864	1999 CHEVY VENTURE	15	1GNDX03E5XD130483	133,615
892	2005 JEEP CHEROKEE	9	1J4GR48K15C565777	103,353
9807	1998 FORD CROWN VIC	16	2FAFP71W3WX178387	110,220
2013	2000 FORD CROWN VIC	14	2FAFP71WXYX210402	139,033
2038	2000 FORD CROWN VIC	14	2FAFP71W4YX210427	223,997
2106	2001 FORD CROWN VIC	13	2FAFP71WX1X169162	184,905
2116	2001 FORD CROWN VIC	13	2FAFP71W21X169172	191,067
2125	2001 FORD CROWN VIC	13	2FAFP71W31X169181	169,417
2137	2001 FORD CROWN VIC	13	2FAFP71WX1X169193	162,255
2358	2003 FORD CROWN VIC	11	2FAFP71W93X189728	132,831

ID #	YR/MAKE/MODEL	AGE	VIN #	MILEAGE
2412	2004 FORD CROWN VIC	10	2FAFP71W44X149302	221,303
2413	2004 FORD CROWN VIC	10	2FAFP71W64X149303	211,346
2500	FORD TAURUS	9	1FAHP53255A171603	91,058
P.D. OFFICE	1998 CHEVY LUMINA	16	2G1WL52KXW9292454	75,943
LAND USE	1998 JEEP CHEROKEE	16	1J4FJ28S5WL225671	UNKNOWN
LAND USE	1999 JEEP CHEROKEE	15	1J4FF28S9XL620732	UNKNOWN
295	2005 CHEVY EXPRESS3500	9	1GCHG35U151198634	212,000
A. CONTROL	CONVERSION UNIT	U	CAGE	0
S.A.OFFICE	2002 DODGE DURANGO	12	1B4HS48N82F125491	UNKNOWN
C.O.B.	2005 CHEVY UPLANDER	9	1GN DV33L55D241831	UNKNOWN
9802	1998 FORD CROWN VIC	16	2FAFP71W4WX178382	110,668
9804	1998 FORD CROWN VIC	16	2FAFP71W8WX178384	165,050
9827	1998 FORD CROWN VIC	16	2FAFP71W5WX178407	125,387
9830	1998 FORD CROWN VIC	16	2FAFP71W5WX178410	181,184
2133	2003 FORD CROWN VIC	12	2FAFP71W81X169189	130,429

GRAND TOTAL FOR TWENTY-SEVEN (27) VEHICLES LISTED ABOVE (TWO PAGES)

\$

Total contract amount written in words. In case of discrepancy, the amount in words shall govern.

Signed By: _____ Title: _____
Representative of Company

RECEIPT OF ADDENDA FORM
Purchasing Department
County of Will
302 N. Chicago St.
Joliet, IL. 60432

Bid Let: 8-13-15
Due: 8-25-15, 10:00 A.M.
Open: 8-25-15, 10:10 A.M.

Contract for
#2015-17
Surplus Vehicles

The Bidder proposes to provide the products and/or services in accordance with the specifications attached herein.

COMPANY NAME _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____ **Please check one:**
CONTACT _____ Minority Vendor yes no
PHONE _____ FAX _____ FEIN # _____
EMAIL _____

This Is Not an Order

Agency name and Will County Sheriff's Department
Delivery address: 2402 E. Laraway Rd., Joliet, IL. 60433
For information: DARRIN J. MOORE, SHERIFF'S GARAGE, 815-727-4830 or
Rita Weiss, Purchasing Director, rweiss@willcountyillinois.com

ADDENDUM RECEIPT:

Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

ADDENDUM RECEIPT:

Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

ADDENDUM RECEIPT:

Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

ADDENDUM RECEIPT:

Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

LATE BIDS CANNOT BE ACCEPTED!

SEALED BID DOCUMENT

VENDOR:

BID #: 2015-17

DUE DATE: 8-25-15

DUE: 10:00 A.M.

DESCRIPTION: Sale of Surplus Vehicles

**DATED MATERIAL-DELIVER IMMEDIATELY
WILL COUNTY PURCHASING DEPARTMENT
302 N. CHICAGO ST., 2ND FLOOR
JOLIET, IL 60432**

**PLEASE CUT OUT AND AFFIX THIS BID LABEL
(ABOVE) TO THE OUTERMOST ENVELOPE OF YOUR
SEALED BID TO HELP ENSURE PROPER DELIVERY!**

LATE BIDS CANNOT BE ACCEPTED!