

Firm Name: \_\_\_\_\_

**BID # 15-2055**

**I**

**CALL FOR BIDS**

**INSTRUCTIONS AND SPECIFICATIONS  
FOR  
2015 HIGHWAY DEPARTMENT TRUCK SALE**

The County of Winnebago will receive sealed bids at the Winnebago County Highway Department, 424 N. Springfield Avenue, Rockford, Illinois 61101-5097 for the sale of six (6) 2014 Navistar trucks with dump beds, plows and spreaders until **10:00 a.m. on December 10, 2015**.

A public opening and reading will be held at this date and time.

**ALL BIDS MUST BE ENCLOSED IN SEALED ENVELOPES MARKED:**

**“2015 HIGHWAY DEPARTMENT TRUCK SALE”  
10:00 A.M., DECEMBER 10, 2015**

The County of Winnebago reserves the right to accept or reject any and all bids or to waive technicalities, or to accept any item of any bid. Bid information is available from the Winnebago County Highway Department, 424 N. Springfield Avenue, Rockford, Illinois 61101-5097, Telephone: (815) 319-4000, Fax: (815) 319-4001, e-mail fhodina@wincoil.us.

The documents constituting component parts of the Bid Form are the following:

- I Call for Bids
- II Requirements for Bidding and Instructions to Bidders
- III Information Sheet
- IV Bid Forms
- V Non-Collusion Affidavit
- VI Contractor Qualification Statement  
Exhibit “A”

Legal Advertisement for Bids published in the Rockford Register Star on November 24, 2015 or our website <http://wincoil.us/>.

## II

### **REQUIREMENTS FOR BIDDING AND INSTRUCTIONS TO BIDDERS**

#### **PREPARATION OF BID OR PROPOSAL**

The bidder must submit a bid on the forms furnished by the Highway Department. All blank spaces on the bid form must be filled in. Authorized signature must be the individual owner of a proprietorship, a general partner of a partnership, or signed in the name of a corporation by an officer whose title shall be stated. Bids shall be sealed in an envelope and marked as required in the instructions. The bid is contained in these documents and must remain attached hereto when submitted.

#### **TAXES NOT APPLICABLE**

The County of Winnebago as a Governmental Unit pays neither Federal Excise Tax nor Illinois Retailers Occupational Tax, and therefore, those taxes should be excluded from bid. Our Tax Exempt Number is: E9992-3963-07.

#### **FREEDOM OF INFORMATION**

Any responses and supporting documents submitted in response to a bid will be subject to disclosure under the Illinois Freedom of Information Act.

#### **WITHDRAWAL OF BIDS OR PROPOSALS**

Any bidder may withdraw their bid at any time prior to the time specified in the advertisement as the closing time for the receipt of bids by signing a request therefore. However, no bidder shall withdraw or cancel his bid for a period of sixty (60) days after said advertised closing time for the receipt of bids; the successful bidder shall not withdraw or cancel their bid after having been notified by the County Highway Engineer that said bid has been accepted by the County Board.

#### **CANCELLATION**

The County of Winnebago reserves the right to cancel any sale in whole or in part without penalty due to failure of the bidder to comply with terms, conditions and specifications of this bid.

#### **COST OF BID OR PROPOSAL**

Expenses incurred in the preparation of bids in response to this request are the bidder's sole responsibility.

#### **COMPLIANCE WITH LAWS**

If the County becomes aware of violation of any laws on the part of the bidder, it reserves the right to reject any bid, cancel any contract and pursue any other legal remedies deemed necessary.

#### **ENTIRE AGREEMENT**

This bid shall apply to any sale as a result of this Call for Bid. Further, the written bid with referenced parts and attachments shall constitute the entire agreement and no other terms and conditions in any document, acceptance, or acknowledgement shall be effective or binding unless expressly agreed to in writing by the contracting authority.

## II

### **REQUIREMENTS FOR BIDDING AND INSTRUCTIONS TO BIDDERS**

#### **NON-COLLUSION**

The bidder, by its officers, agents or representatives (hereafter referred to the bidder) present at the time of filing this bid, say that neither they nor any of them, have in any way directly or indirectly, entered into any arrangement or agreement with any other bidders, or with any public officer or the County of Winnebago, Illinois, whereby, the bidder has not paid or is to pay to such bidder or public officer any sum of money, anything of value or has not directly or indirectly entered into any arrangement or agreement with any other bidder or bidders. Whereby, no inducement of any form or character other than that which appears upon the face of the bid will be suggested, offered, paid or delivered to any person whomsoever to influence the acceptance of the said bid or understanding of any kind whatsoever, with any person whomsoever to pay, deliver to, or share with any other person in any way or manner, any of the proceeds on the Contract sought by this bid.

#### **NON-BARRED BIDDING**

The bidder certifies, by submission of this proposal, that it is not barred from bidding on this sale as a result of a conviction for the violation of state laws prohibiting bid rigging or bid rotating.

#### **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION**

The bidder certifies, by submission of this bid, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. It further agrees by submitting this bid that it will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts. Where the bidder/contractor or any lower tier participant is unable to certify to this statement, it shall attach an explanation to this solicitation/proposal.

Additionally, for all new contractors and vendors to be paid, the Purchasing Office will review the Federal and State Excluded Parties List System prior to requesting the vendor be created in our accounting system.

*The Bidder, by signing the bid form, acknowledges, understands and abides by all of the above "Requirements for Bidding and Instructions to Bidders".*

### III

#### INFORMATION SHEET

The Winnebago County Highway Department is selling six (6) dump trucks from its fleet. Each of the trucks that are being offered is described in Exhibit A. Award will be based on the highest bid received for each group or individual truck solely as determined by Winnebago County. Trucks are being offered "AS-IS", without warranties or guarantees either expressed or implied except that there is a transferable service agreement for the engines and transmission that is available. The sale shall be FOB from the Winnebago County Highway Department. The purchaser will be responsible for all title and registration fees and any applicable sales taxes.

All bids must be accompanied by a bank check, cashier's check or certified check made payable to the Winnebago County Treasurer in the amount of five percent (5%) of the total amount of the bid. The check will be considered the down payment for an awarded truck. All other checks will be returned.

Bidders are encouraged to inspect the trucks, which are available for inspection as the Winnebago County Highway Department facilities located at 424 North Springfield Ave., Rockford, Illinois 61101. Trucks will be available for inspection from 8:00 a.m. to 2:00 p.m. during business hours. You may schedule an appointment by contacting Randy Drummond at 815-319-4000. Trucks are available with or without the plows and spreaders.

Bidders may bid on any or all the trucks. Winnebago County reserves the right to sell the trucks individually or bundle them as a package, depending on what is in the best financial interest of the County.

A "Notice of Award" will be issued and payment in full must be received within ten (10) days of the "Notice of Award". Payment must be made by cashier's check payable to the Winnebago County Treasurer. Once the payment is made, the sale is final and no refund or return is allowed. If payment is not made within the ten (10) days upon the "Notice of Award" the five percent (5%) check submitted at the bid will be forfeited and the bid awarded to the next highest bidder.

Trucks will be available for pick-up upon payment and must be removed from County property at time of payment, unless other arrangements are made at the time of sale. The County will provide a "Bill of Sale" and execute title at time of payment.

Winnebago County reserves the right to reject any and all bids, to waive any technical or legal deficiencies and to accept any bid that the County deems to be in the best interest of the County. Without limiting the foregoing and although no specific reserve has been set for these trucks, the County reserves the right to reject all bids on any particular truck if the bids are below fair market value.

Any questions may be directed to Roman Gray, Director of Purchasing, 404 Elm Street, Room 202, Rockford, Illinois 61101, by telephone 815-319-4380; by fax 815-319-4381; or email [rgray@wincoil.us](mailto:rgray@wincoil.us).

**IV**

**BID FORM**

**TO:** Joseph A. Vanderwerff, Sr. P.E.  
County Engineer  
Winnebago County Highway Department  
424 North Springfield Avenue  
Rockford, Illinois 61101-5097

**FOR:** County of Winnebago Highway Department  
Bid No. 15-2055  
2015 Highway Department Truck Sale

**DATE:** \_\_\_\_\_ (Bidder to enter date)

The undersigned bidder declares:

That the bidder has carefully examined the requirement, information sheet and bid form. In addition, declares that this bid is made without any connection with any person making another bid, that the bid is in all respects fair and without collusion or fraud, that no member of the Winnebago County Board or other officer of the County, or any person in the employ of the County is directly or indirectly interested in this bid, or in any portion of thereof.

That the five percent (5%) deposit as required by the Information Sheet is included as part of this bid.

That this offer shall be open to acceptance for thirty (30) days from the bid closing date.

If this bid is accepted by the County within the time period stated above, the bidder will purchase the truck(s) within ten (10) days of receipt of the "Notice of Award".

If this bid is accepted within the time stated above and the bidder fails to purchase the truck(s) that the five percent (5%) deposit shall be forfeited as damages to the County by reason of our failure.

In the event this bid is not accepted within the time stated above, that the required deposit shall be returned to the undersigned.

<b>Bid</b>					
Truck #	License #	Serial #	Odometer Reading +/-	Bid Price Without Plow and Pre-Wetting System	Bid Price With Plow and Pre-Wetting System
140	M199929IL	1HTWDAAROE787156	22,800		
220	M199928IL	1HTWHAAT6EH787159	25,600		
221	M199927IL	1HTWHAAT2EH787160	20,100		
222	M199926IL	1HTWHAAT4EH787161	17,600		
223	M199925IL	1HTWHAAT6EH787162	11,100		
224	M199924IL	1HTWHAAT8EH787163	20,700		
Totals					

IV

**BID FORM (CONTINUED)**

**Received Addendum:** \_\_\_\_\_ of \_\_\_\_\_.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

PRINT/TYPE SIGNATURE \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_

FAX NO. \_\_\_\_\_

E-MAIL NO. \_\_\_\_\_

FEIN NO. \_\_\_\_\_

**NON-COLLUSION AFFIDAVIT**

The bidder, by its officers, agent or representatives present at the time of filing this bid, being duly sworn, on their oaths say that neither they nor any of them, have in any way directly or indirectly, entered into any arrangement or agreement with any other bidder, or with any public officer or the County of Winnebago, Illinois, whereby such affiant or affiants or either of them, has paid or is to pay to such bidder or public officer any sum of money, or has given or is to give other bidder or public officer anything of value whatever, or such affiant or affiants or either of them has not, directly or indirectly, entered into any arrangement or agreement with any other bidder or bidders, which tends to or does lessen or destroy free competition in the letting of the Contract sought for by the attached bids; that no inducement of any form or character other than that which appears upon the face of the bid will be suggested, offered, paid, or delivered to any person whomsoever to influence the acceptance of the said bid or understanding of any kind whatsoever, with any person whomsoever to pay, deliver to, or share with any other person in any way or manner, any of the proceeds or the Contract sought by this bid.

Signed by: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SUBSCRIBED and sworn to  
before me this \_\_\_\_\_  
day of \_\_\_\_\_, 2015.

My commission expires:

\_\_\_\_\_  
Notary Public

VI

CERTIFICATON OF ELIGIBILITY

NOTE:

THIS CERTIFICATION MUST BE ACKNOWLEDGED AND SUBMITTED WITH THE SIGNED BID FORM. NO BIDS CAN BE ACCEPTED BY THE COUNTY BOARD OF THE COUNTY OF WINNEBAGO UNLESS THIS CERTIFICATION IS SUBMITTED CONCURRENTLY WITH THE BID.

\_\_\_\_\_, being first duly sworn,  
(Name of Authorized Representative)

deposes and says that he/she is the \_\_\_\_\_,  
(Title of Office)

\_\_\_\_\_

of \_\_\_\_\_,  
(Name of Entity)

and that he/she has authority to make the following Certification; that to the best of my knowledge and belief \_\_\_\_\_  
(Name of Entity)

is not barred from bidding on the contract as a result of the violation of either

720 ILCS 5/33E-3 or 720 ILCS 5/33E-4 of the Illinois Compiled Statutes, 1993, as amended.

\_\_\_\_\_  
(Signature)

SUBSCRIBED AND SWORN TO  
before me this \_\_\_\_\_ day  
of \_\_\_\_\_, 2015.

\_\_\_\_\_  
NOTARY PUBLIC