



## **AGENDA**

### **MOBILE CITY COUNCIL MEETING**

Tuesday, April 19, 2022, 1:00 AM

**1. CALL TO ORDER**

**2. INVOCATION**

Edward Connick - Public Safety Chaplain for Mobile Police and Mobile Fire Rescue Departments

**3. PLEDGE OF ALLEGIANCE**

**4. ROLL CALL**

**5. STATEMENT OF RULES BY COUNCIL PRESIDENT**

**6. APPROVAL OF MINUTES**

April 12, 2022

**7. COMMUNICATIONS FROM THE MAYOR**

**8. ADOPTION OF THE AGENDA**

**9. APPEALS**

Request of Alice and Martin Andrews for a waiver of the Noise Ordinance at 1906 Springhill Ave. on May 28, 2022, from 7:00 p.m. - 11:00 p.m. (District 1).

Request of Carl Edwards for a waiver of the Noise Ordinance at Ladd-Peebles Stadium on May 7, 2022, from 3:00 p.m. - 10:00 p.m. (District 2).

Request of Men of the Garden for a waiver of the Noise Ordinance at Dotch Community Center on April 24, 2022, from 2:00 - 8:00 p.m. (District 1).

**10. PUBLIC HEARINGS**

Public hearing to declare the structure at 3210 First Avenue a public nuisance and order it demolished (District 1).

**11. PRESENTATION OF PETITIONS AND OTHER**

## **COMMUNICATIONS TO THE COUNCIL**

Denise Martin - Request that her bus route not be changed.

Paula Stadther - Request assistance with an animal cruelty/neglect case at 1813 Halls Mill Rd.

Darlene Martin - Redistricting and the impact it will have on citizens.

Sylvia Reed - Redistricting for District 7 and sidewalks for Howells Ferry Rd. to Moffett Rd.

Rev. Edna Allen - Transparency, equality & racial polarization related to the redistricting maps.

Orrin Davis - Provide information about the pray-in happening in the atrium & discuss community concerns about the redistricting maps.

Katie Herndon - New redistricting maps presented by Stand Up Mobile.

Rev. John Dees, Jr. - The redistricting maps need to be reconfigured to better depict demographics of the city.

## **12. ORDINANCES HELD OVER**

61-015 Ordinance to add Article XI for Chapter 61 - Traffic, of the Mobile City Code, entitled "Low Speed Vehicles" (sponsored by Councilmember Carroll) (submitted by Chris Arledge, Council Attorney).

02-019 Ordinance to amend Section 2-62(b) and 2-62(c) of the Mobile City Code; Communications with Council (sponsored by Councilmember Reynolds) (submitted by Chris Arledge, Council Attorney).

02-020 Ordinance to amend Section 2-61 of the Mobile City Code; Rules of Debate (sponsored by Councilmember Reynolds) (submitted by Chris Arledge, Council Attorney).

02-021 Ordinance to amend Section 2-62(a) of the Mobile City Code; Communications with Council (sponsored by Councilmember Reynolds) (submitted by Chris Arledge, Council Attorney).

02-022 Ordinance to amend Section 2-62(a) of the Mobile City Code; Communications with Council (sponsored by Councilmember Reynolds) (submitted by Chris Arledge, Council Attorney).

64- 023 Rezone property located at 5400 Hamilton Boulevard from I-2 to I-1 (sponsored by Councilmember Reynolds).

64-024 Rezone property located at 3015 and 3019 Pleasant Valley Road from R-1 to R-3 (sponsored by Councilmember Reynolds).

### **13. CONSENT RESOLUTIONS HELD OVER**

40-157 Declare the structure at 212 Norman Street a public nuisance and order it demolished (sponsored by Councilmember Carroll).

### **14. CIP RESOLUTIONS HELD OVER**

21-319 Authorize contract with James H. Adams & Son Construction Co., Inc. for drainage group E, Part B; \$1,374,444.00 (sponsored by Councilmembers Penn, Carroll, Small, Reynolds, Jones & Gregory and Mayor Stimpson), (submitted by Nick Amberger, City Engineer).

### **15. RESOLUTIONS HELD OVER**

01-320 Authorize agreement with Johnathan Ames to provide tennis lessons and clinics for Parks and Recreation Dept.; \$40,000.00 per year (sponsored by Mayor Stimpson) (submitted by Shonnda Smith, Dep. Exec. Dir. Public Works).

08-321 Approve purchase order to Harrells, LLC for fertilizer for Azalea City Golf Course; \$18,127.20 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Dept.).

08-322 Approve purchase order to Imagetrend, Inc. for annual license renewal for EMS data software, MFRD; \$90,375.00 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Dept.).

08-323 Approve purchase order to Haworth, Inc. for furniture for MPD 1st Precinct; \$83,237.96 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Dept.).

08-324 Approve purchase order to Stivers Ford Lincoln for 3 Ford Expeditions; Motor Pool; \$153,618.00 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Dept.).

08-325 Approve purchase order to Donohoo Chevrolet for 2021 Chevrolet Tahoe Police Package; \$35,818.00 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Dept.).

09-326 Approve transfer of funds from the General Fund; Public Services Maintenance Dept. Salaries to Capital Improvements Fund; Capital Project C0185 for Public Works projects; \$300,000.00 (sponsored by Mayor Stimpson) (submitted by James DeLapp, Exec. Dir., Public Works).

21-327 Authorize contract amendment for 1 year renewal with Osprey Initiative, LLC for removal of floatable litter on Dog River and Three Mile Watersheds; not to exceed \$100,000.00 (sponsored by City Council & Mayor Stimpson) (submitted by Nick Amberger, City Engineer).

21-328 Authorize contract with McCrory & Williams, Inc., for Ashland Place Drainage; \$163,000.00 (sponsored by Councilmember Penn and Mayor Stimpson) (submitted by Nick Amberger, City Engineer).

37-329 Consider approval of a Certificate of Public Convenience and Necessity to MK Non-Emergency Medical Transport, LLC to operate a shuttle service.

37-330 Consider approval of a Certificate of Public Convenience and Necessity to Ophir Global, LLC, d/b/a John Henry Transportation, to operate a sedan service.

## **16. ORDINANCES BEING INTRODUCED**

01-025 Ordinance to provide for the reapportionment of the seven City Council Districts for the City of Mobile (Map 1, versions 1 & 2) (sponsored by Councilmember Carroll) (submitted by Chris Arledge, Council Attorney).

01-026 Ordinance to provide for the reapportionment of the seven City Council Districts for the City of Mobile (Map 2) (sponsored by Councilmember Carroll) (submitted by Chris Arledge, Council Attorney).

## **17. CONSENT RESOLUTIONS BEING INTRODUCED**

03-331 Re-appoint Lillian Sawyer and appoint Vickie Lewis to the Mobile Civic Center Advisory Board (sponsored by Councilmember Small) (submitted by Lisa C. Lambert, City Clerk).

09-332 Reallocate \$100.00 from District 7 Discretionary Funds to Public Services-Sanitation Dept. for debris removal in the Summer Place Subdivision (sponsored by Councilmember Gregory) (submitted by Rebecca Christian, Comptroller).

31-333 Authorize the Mayor to receive grant funding from ADEM, through the Mobile County Commission, for pick-up and disposal of scrap tires as part of the Right-of-Way Scrap Tire Removal Program (no local match) (sponsored by Mayor Stimpson) (submitted by Kina Andrews, Public Services Dept.).

40-334 Declare the structure at 3210 First Avenue a public nuisance and order it demolished (sponsored by Councilmember Penn).

58-335 Declare weeds noxious, Weed Lien Group 1627.

60-336 Approve award of special bonus to the Officer of the Month; Culbertson (sponsored by Mayor Stimpson) (submitted by Chief Paul Prine, MPD).

60-337 Determine an appropriation to the PACT Theatre Company Foundation serves a public purpose and approve payment (sponsored by Councilmember Jones) (submitted by Rebecca Christian, Comptroller).

60-338 Determine an appropriation to Family Center of Mobile, d/b/a Lifelines



Counseling Services, serves a public purpose and approve payment (sponsored by Councilmember Penn) (submitted by Rebecca Christian, Comptroller).

60-339 Determine an appropriation to Dream Hunters, Inc. serves a public purpose and approve payment (sponsored by Councilmember Penn) (submitted by Rebecca Christian, Comptroller).

## **18. RESOLUTIONS BEING INTRODUCED**

08-340 Approve purchase order to Deere & Company for John Deer Compact Utility Tractor; Parks Dept.; \$43,636.12 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Dept.).

08-341 Approve purchase order to Stivers Ford Lincoln for 6 Ford Explorers for various City departments; Motor Pool; \$183,780.00 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Dept.).

08-342 Approve purchase order to Stivers Ford Lincoln, Inc. for 3 Ford Explorers for various City departments; Motor Pool; \$91,890.00 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Dept.).

08-343 Approve purchase order to Stivers Ford Lincoln for 2 Ford Explorers for MFRD; \$61,260.00 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Dept.).

21-344 Authorize contract with JPayne Organization for interior repairs at the Mobile Civic Center; \$23,300.00 (sponsored by Councilmember Carroll and Mayor Stimpson) (submitted by Cassie Boatwright, REAM Dept.).

## **19. CALL FOR PUBLIC HEARINGS**

41-345 Call for public hearing to consider approval of a Certificate of Public Convenience and Necessity to Taylor's House of Camellias, LLC to operate a shuttle service (scheduled for May 3, 2022).

41-346 Call for public hearing to rezone property located at the east side of Hillcrest Road, 326' + of Old Shell Road, from B-2 to R-1 (scheduled for May 17, 2022) (District 6).

## **20. ANNOUNCEMENTS**



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

### **Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

### **ATTACHMENTS:**

Description

Type

Upload Date

No Attachments Available

### **REVIEWERS:**

Department Reviewer

Action

Date

City Clerk Gauthier, Lana

Approved

4/19/2022 - 8:27  
AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

### **Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

### **ATTACHMENTS:**

Description

Type

Upload Date

No Attachments Available

### **REVIEWERS:**

Department Reviewer

Action

Date

City Clerk Gauthier, Lana

Approved

4/14/2022 - 9:35  
AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Lisa C. Lambert, City Clerk

**Sponsored by:**

Councilmember Penn

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description

Type

Upload Date

**REVIEWERS:**

Department Reviewer

Action

Date

City Clerk Gauthier, Lana

Approved

4/13/2022 - 2:00  
PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Lisa C. Lambert, City Clerk

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department Reviewer	Action	Date
City Clerk   Gauthier, Lana	Approved	4/14/2022 - 11:30 AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Sponsored by:**

Councilmember Penn

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department Reviewer	Action	Date
City Clerk   Gauthier, Lana	Approved	4/19/2022 - 8:54 AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Sponsored by:**

Councilmember Penn

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description

Type

Upload Date

No Attachments Available

**REVIEWERS:**

Department Reviewer

Action

Date

City Clerk Gauthier, Lana

Approved

4/14/2022 - 9:45  
AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

### **Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

### **ATTACHMENTS:**

Description

Type

Upload Date

### **REVIEWERS:**

Department Reviewer

Action

Date

City Clerk   Gauthier, Lana

Approved

4/13/2022 - 2:11  
PM





## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

### **Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

### **ATTACHMENTS:**

Description

Type

Upload Date

### **REVIEWERS:**

Department Reviewer

Action

Date

City Clerk   Gauthier, Lana

Approved

4/13/2022 - 2:15  
PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

### **ATTACHMENTS:**

Description

Type

Upload Date

### **REVIEWERS:**

Department Reviewer

Action

Date

City Clerk   Gauthier, Lana

Approved

4/7/2022 - 9:17  
AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

### **ATTACHMENTS:**

Description

Type

Upload Date

### **REVIEWERS:**

Department Reviewer

Action

Date

City Clerk   Gauthier, Lana

Approved

4/13/2022 - 2:18  
PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

### **ATTACHMENTS:**

Description

Type

Upload Date

### **REVIEWERS:**

Department Reviewer

Action

Date

City Clerk   Gauthier, Lana

Approved

4/13/2022 - 4:34  
PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

### **ATTACHMENTS:**

Description

Type

Upload Date

### **REVIEWERS:**

Department Reviewer

Action

Date

City Clerk   Gauthier, Lana

Approved

4/14/2022 - 2:48  
PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

### **Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

### **ATTACHMENTS:**

Description

Type

Upload Date

### **REVIEWERS:**

Department Reviewer

Action

Date

City Clerk   Gauthier, Lana

Approved

4/14/2022 - 2:48  
PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

### **ATTACHMENTS:**

Description

Type

Upload Date

### **REVIEWERS:**

Department Reviewer

Action

Date

City Clerk   Gauthier, Lana

Approved

4/14/2022 - 3:12  
PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Chris Arledge, Council Attorney

**Sponsored by:**

Councilmember Carroll

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description

Type

Upload Date

**REVIEWERS:**

Department Reviewer

Action

Date

City Clerk Gauthier, Lana

Approved

3/17/2022 -  
10:36 AM





## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Chris Arledge, Council Attorney

**Sponsored by:**

Councilmember Reynolds

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description

Type

Upload Date

**REVIEWERS:**

Department Reviewer

Action

Date

City Clerk Gauthier, Lana

Approved

4/7/2022 - 9:20  
AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Chris Arledge, Council Attorney

**Sponsored by:**

Councilmember Reynolds

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description

Type

Upload Date

**REVIEWERS:**

Department Reviewer

Action

Date

City Clerk Gauthier, Lana

Approved

4/7/2022 - 9:21  
AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Chris Arledge, Council Attorney

**Sponsored by:**

Councilmember Reynolds

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description

Type

Upload Date

**REVIEWERS:**

Department Reviewer

Action

Date

City Clerk Gauthier, Lana

Approved

4/7/2022 - 9:23  
AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Chris Arledge, Council Attorney

**Sponsored by:**

Councilmember Reynolds

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description

Type

Upload Date

**REVIEWERS:**

Department Reviewer

Action

Date

City Clerk Gauthier, Lana

Approved

4/7/2022 - 9:24  
AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Sponsored by:**

Councilmember Reynolds

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department Reviewer	Action	Date
City Clerk Gauthier, Lana	Approved	3/9/2022 - 3:52 PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Sponsored by:**

Councilmember Reynolds

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department Reviewer	Action	Date
City Clerk   Gauthier, Lana	Approved	4/7/2022 - 3:10 PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Gary Jackson, Municipal Enforcement Program Coordinator

**Sponsored by:**

Councilmember - William Carroll District 2

**Purpose and Scope of Project:**

Declaring the Structure a Public Nuisance - Demolition

**Amount of Contract:**

N/A

**Effective Date of Contract:**

2/15/2022

**Funding Source**

**Project #** 212 Norman Street - ME-009-18

**Discretionary Funds** N/A

**Project String** N/A

**Contract Number:**N/A

**Budget Amendment**      **REDUCE** N/A    **INCREASE** N/A

**Grant Funds** N/A

**Matching Funds** N/A

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department	Reviewer	Action	Date
Municipal Enforcement	Daughenbaugh, David	Approved	2/9/2022 - 3:23 PM
City Clerk	Gauthier, Lana	Approved	2/10/2022 - 9:55 AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Nick Amberger, P.E.  
City Engineer

**Sponsored by:**

Mayor William S. Stimpson and Councilmembers Cory Penn, William Carroll, C.J. Small, Ben Reynolds, Scott Jones, and Gina Gregory

**Purpose and Scope of Project:**

To accept a contract with James H. Adams & Son Construction Company, Inc., for Miscellaneous Drainage Repairs

**Amount of Contract:**

\$1,374,444.00

**Funding Source**

**Project #** C0413

**Project String** 20002000-48010

**Budget Amendment**      **REDUCE**      **INCREASE**

**Grant Funds**

**Discretionary Funds**

**Contract Number:**3768

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department	Reviewer	Action	Date
Engineering	Amberger, Nick	Approved	4/6/2022 - 3:40 PM
Capital	Rhodes, Brenda	Approved	4/6/2022 - 5:10 PM
Legal	Kern, Chris	Approved	4/7/2022 - 11:16 AM
Mayors Office	Barber, James	Approved	4/7/2022 - 2:09 PM





## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Shonnda Smith, Deputy Executive Director of Public Works

**Sponsored by:**

Mayor Stimpson

**Purpose and Scope of Project:**

To provide tennis lessons.

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department	Reviewer	Action	Date
Parks and Recreation	McCants, Gerard	Approved	4/7/2022 - 2:39 PM
Legal	Kern, Chris	Approved	4/7/2022 - 2:43 PM
Mayors Office	Barber, James	Approved	4/7/2022 - 3:05 PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

John Paine, Purchasing Agent

**Sponsored by:**

Mayor William S. Stimpson

**Purpose and Scope of Project:**

To approve issuance of purchase order to Harrells LLC for fertilizer delivered and spread for Azalea City Golf Course.

General fund.

**Amount of Contract:**

\$18,127.20

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
20220405 Harrells Agenda Package POs	Cover Memo	4/5/2022

**REVIEWERS:**

Department Reviewer	Action	Date
Mayors Office Barber, James	Approved	4/7/2022 - 2:08 PM

# AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

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FUNDING SOURCE:

Associated Costs:

*\*If Cost will continue, write "indefinite" and list project annual cost.*

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## **RESOLUTION**

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

<b>Requisition</b>	<b>Fiscal Year</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>	<b>Vendor</b>
<u>6726</u>	2022	(F6130) AZALEA CITY GOLF COURSE	FERTILIZER DELIVERED AND SPREAD FOR AZALEA CITY GOLF COURSE (SEALED BID 5663)	\$18,127.20	<u>(270772)</u> <u>HARRELLS LLC</u>

Adopted:

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City Clerk

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00006726-00 FY 2022  Acct No: 6130.70.20.0000.0000.2005.0000.0000.44020. Review: Buyer: Status: Released	Page 1
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Vendor	Ship To AZALEA CITY GOLF COURSE 1000 GAILLARD DRIVE  MOBILE, AL 36608
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Delivery Reference  
BRIAN AARON

Deliver To  
AZALEA CITY GOLF COURSE  
1000 GAILLARD DRIVE  
  
MOBILE, AL 36608

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
02/25/22	00000				AZALEA CITY GOLF COURSE

LN Description / Account	Qty	Unit Price	Net Price
001 FERTILIZER AS SPECIFIED:	40.00	50.00000	2000.00

Additional Description Notes

FERTILIZER WITH 1% RONSTAR PRE-EMERGE HERBICIDE (BRAND NAME ONLY, SO SUBSTITUTIONS), FAIRWAY GRADE, 20-0-15, NITROGEN SOURCE MUST BE SLOW RELEASE DERIVED FROM UF, MU OR PCU, 50 POUNDS/BAG.

Vendor Item  
Inventory Item/Loc 14207

1 6130.70.20.0000.0000.2005.0000.0000.44020.	2000.00
----------------------------------------------	---------

Ship To  
AZALEA CITY GOLF COURSE  
1000 GAILLARD DRIVE  
MOBILE, AL 36608  
Delivery Reference  
BRIAN AARON

Deliver To  
AZALEA CITY GOLF COURSE  
1000 GAILLARD DRIVE  
MOBILE, AL 36608

002 FERTILIZER BULK, AS SPECIFIED :	8.00	2000.00000	16000.00
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Additional Description Notes

20-0-15, FAIRWAY GRADE FERTILIZER, WITH 1% RONSTAR HERBICIDE (AS

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00006726-00 FY 2022  Acct No: 6130.70.20.0000.0000.2005.0000.0000.44020. Review: Buyer: Status: Released	Page 2
----------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------	--------

Vendor	Ship To AZALEA CITY GOLF COURSE 1000 GAILLARD DRIVE  MOBILE, AL 36608
--------	-----------------------------------------------------------------------------------

Delivery Reference  
BRIAN AARON

Deliver To  
 AZALEA CITY GOLF COURSE  
 1000 GAILLARD DRIVE  
 MOBILE, AL 36608

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
02/25/22	00000				AZALEA CITY GOLF COURSE

LN	Description / Account	Qty	Unit Price	Net Price
	MANUFACTURED BY BAYER, NO SUBSTITUTIONS), FERTILIZER TO BE 100% SLOW RELEASE NITROGEN DERIVED FROM UF, MU, OR PCU (NO OTHER NITROGEN SOURCES INCLUDING SCU'S WILL BE ACCEPTED), THIS PRODUCT IS TO BE SPREAD AT 200 POUNDS PER ACRE ON APRIL 27TH OR 28TH BEGINNING AT 5:30AM, 2000 POUNDS/BAG.			

Vendor Item  
Inventory Item/Loc 3983

1	6130.70.20.0000.0000.2005.0000.0000.44020.			16000.00
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Ship To  
 AZALEA CITY GOLF COURSE  
 1000 GAILLARD DRIVE  
 MOBILE, AL 36608  
 Delivery Reference  
 BRIAN AARON

Deliver To  
 AZALEA CITY GOLF COURSE  
 1000 GAILLARD DRIVE  
 MOBILE, AL 36608

003	FERTILIZER SPREAD SERVICE	1.00	1200.00000	1200.00
	SUPPLIED BY VENDOR TRUCK AND D RIVER	LOT		

Additional Description Notes

SPREAD FERTILIZER PROVIDED BY VENDOR AT A RATE OF 200 POUNDS PER ACRE OVER  
 80 ACRES, ON 4/27 OR 4/28 BEGINNING AT 5:30AM  
 Vendor Item  
 Inventory Item/Loc 12312

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00006726-00 FY 2022  Acct No: 6130.70.20.0000.0000.2005.0000.0000.44020. Review: Buyer: Status: Released	Page 3
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Vendor	Ship To AZALEA CITY GOLF COURSE 1000 GAILLARD DRIVE  MOBILE, AL 36608
--------	-----------------------------------------------------------------------------------

Delivery Reference  
 BRIAN AARON

Deliver To  
 AZALEA CITY GOLF COURSE  
 1000 GAILLARD DRIVE  
  
 MOBILE, AL 36608

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
02/25/22	00000				AZALEA CITY GOLF COURSE

LN	Description / Account	Qty	Unit Price	Net Price
1	6130.70.20.0000.0000.2005.0000.0000.44020.			1200.00

Ship To  
 AZALEA CITY GOLF COURSE  
 1000 GAILLARD DRIVE  
 MOBILE, AL 36608  
 Delivery Reference  
 BRIAN AARON

Deliver To  
 AZALEA CITY GOLF COURSE  
 1000 GAILLARD DRIVE  
 MOBILE, AL 36608

# [Requisition Link](#)

Requisition Total	19200.00
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## \*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
6130.70.20.0000.0000.2005.0000.0000.44020.	19200.00	
AZALEA CITY GOLF COURSE EXP		OPERATING SUPPLIES

## \*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
Forward	04/05/22	JOHN PAINE	J
Queued	04/05/22	DONNA MICHELE STANLEY	J
Queued	04/05/22	DONALD ROSE	J
Queued	04/05/22	SANDRA LEWIS	J
Queued	04/05/22	JAMES NEESE JR	J

=====	=====
Bill To	Requisition 00006726-00 FY 2022
ACCOUNTS PAYABLE	
P O BOX 389	Acct No:
	6130.70.20.0000.0000.2005.0000.0000.44020.
MOBILE, AL	Review:
36601	Buyer:
vendorinvoices@cityofmobile.org	Status: Released
	Page 4
=====	=====

Vendor

Ship To  
AZALEA CITY GOLF COURSE  
1000 GAILLARD DRIVE

MOBILE, AL 36608

Delivery Reference  
BRIAN AARON

Deliver To  
AZALEA CITY GOLF COURSE  
1000 GAILLARD DRIVE

MOBILE, AL 36608

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Date	Vendor	Date	Ship		
Ordered	Number	Required	Via	Terms	Department
-----	-----	-----	-----	-----	-----
02/25/22	00000				AZALEA CITY GOLF COURSE
-----	-----	-----	-----	-----	-----

LN Description / Account	Qty	Unit Price	Net Price
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Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature



BID # 5663 FERTILIZER 5 APRIL, 2022	REQ 6726					
		HANFELS LLC	REGAL CHEMICAL	SIMPLOT T+H		
1	BULK FERTILIZER 20-0-15 8 TONS	\$1880.80 TON	\$1998.00 TON	\$2040.80 TON		
2.	BAG FERTILIZER 20-0-15 50LB BAGS 40 BAGS	\$47.02 BAG	\$49.95 BAG	\$51.02 BAG		
3.	SPREAD SERVICE BY VENDOR	\$1200.00	\$800.00	\$800.00		
		TOTAL: \$18,127.20	TOTAL: \$18,782.00	TOTAL: \$19,167.20		

# BID SHEET

## This is Not an Order

**READ TERMS AND CONDITIONS  
ON REVERSE SIDE OF THIS PAGE  
BEFORE BIDDING**

Buyer: 007

**1000 Gaillard Drive, Mobile, AL 36608**

TOTAL

1. All quotations must be signed with the firm name and by an authorized officer or employee.
2. Verify your bid before submission as it cannot be withdrawn or corrected after being opened. In case of error in extension of prices, the unit price will govern.
3. If you do not bid, return this sheet and state reason. Otherwise, your name may be removed from our mailing list.
4. The right is reserved to reject any, or all quotations, or any portions thereof, and to waive technicalities if deemed to be in the interest of the City of Mobile.
5. This bid shall not be reassignable except by written approval of the Purchasing Agent of the City of Mobile.
6. State brand and model number of each item. All items bid must be new and latest model unless otherwise specified.
7. If bid results are desired, enclose a self-addressed and stamped envelope with your bid. (All or None bids only)
8. Do not include Federal Excise Tax as exemption certificate will be issued in lieu of same. The City is exempt from the Alabama and City sales taxes.
9. PRICES ARE TO BE FIRM AND F.O.B. DESTINATION UNLESS OTHERWISE REQUESTED.
10. BID WILL BE AWARDED ON ALL OR NONE BASIS UNLESS OTHERWISE STATED.
11. Bids received after specified time will be returned un-opened.
12. Failure to observe stated instructions and conditions will constitute grounds for rejection of your bid.
13. Furnish literature, specifications, drawings, photographs, etc., as applicable with the items bid.
14. Vendor May be required to obtain City of Mobile Business License as applicable to City of Mobile Municipal Code Section 34-50. For Business License inquiry contact the Revenue Department at (251) 208-7461 or [cityofmobile.org/taxes.php](http://cityofmobile.org/taxes.php).
15. If a bid bond is required in the published specifications, see below:  
 Each Bid Shall be Accompanied By A **Cashier's Check, Certified Check, Bank Draft Or Bid Bond** For the Sum Of Five (5) Percent Of The Amount Bid, Made Payable To The City Of Mobile And Certified By A Reputable Banking Institution. All Checks Shall Be Returned Promptly, Except The Check Of The Successful Bidder, Which Shall Be Returned After Fulfilling The Bid.
16. Contracts in excess of \$50,000 require that the successful bidder make every possible effort to have at least fifteen (15) percent of the total value of the contract performed by socially and economically disadvantaged individuals.
17. All bids/bid envelopes must have the bid number noted on the front. Bids that arrive unmarked and are opened in error shall be returned to vendor as an unacceptable bid.
18. If successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Alabama Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See [www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx](http://www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx) . Please note that the time between application for and issuance of a Certificate of Authority may be several weeks.
19. Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State to submit a bid, but will need to obtain the Business License and Certificate of Authority, if applicable, prior to issuance of a Purchase Order.

# BID CONTINUATION SHEET

Page \_\_\_\_\_ of \_\_\_\_\_

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p align="center">Page 2 of 2</p> <p>All vendors will be required to provide verification of enrollment in the E-Verify program. Additional information may be found at <a href="http://immigration.alabama.gov/">http://immigration.alabama.gov/</a></p> <p>If the successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Secretary of State prior to issuance of a Purchase Order.</p> <p>Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See: <a href="http://www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx">www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx</a>. Please note that the time between application for the issuance of a Certificate of Authority may be several weeks.</p> <p>Upon notification, vendor will have 10 business days to provide the Certificate of Authority and the E-Verify numbers to the Purchasing Department before award can be completed. (Vendors will possibly need to pay the expedite fee to meet this requirement because application is not sufficient. We must have a copy of the certificate with your Company ID number).</p> <p>Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State, nor the E-Verify for certification to submit a bid, but will need to obtain the Business License and Certificate of Authority verification and/or provide the E-Verify Certification, if applicable, prior to issuance of a Purchase Order.</p> <p>State of Alabama Local Vendor Preference Law 41-16-50 (a) and (d) will apply to this purchase.</p> <p>If you have any questions please feel free to contact the Purchasing Department at 251-208-7434 or <a href="mailto:purchasing@cityofmobile.org">purchasing@cityofmobile.org</a>.</p> <p><b>THIS BID IS TO BE AWARDED ALL OR NONE</b></p>					
			TOTAL			

RETURN ONE SIGNED COPY OF THIS QUOTATION  
IN ENCLOSED ENVELOPE

READ ABOVE INSTRUCTIONS BEFORE QUOTING

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

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_% 20 days from date of receipt of goods  
and correct invoice of completed order.

Azalea City Golf Course

City of Mobile

Mobile, AL

**SPECIFICATIONS FOR FAIRWAY FERTILIZER  
WITH PRE-EMERGE HERBICIDE**

One order of fairway grade fertilizer with 1% Ronstar herbicide as manufactured by Bayer (brand name only, no substitutions)

Shipment to be a total of 9 tons, eight tons in 2000-pound bulk bags and one ton in 50-pound bags.

The bulk material shall be spread by provider over approximately 80 acres.

Product should be delivered and spread on April 27<sup>th</sup> or 28<sup>th</sup> beginning at 5:30am. The analysis shall be 20-0-15, fairway grade, 100% slow-release nitrogen derived from UF, MU, or PCU (no other nitrogen sources including SCU's will be accepted). This product is to be spread at 200 pounds per acre.

This bid not to be split among vendors; it shall be awarded to one vendor only.

**BID #5663**

8 TONS 20-0-15, FAIRWAY GRADE FERTILIZER, WITH 1% RONSTAR HERBICIDE (AS MANUFACTURED BY BAYER, NO SUBSTITUTIONS), FERTILIZER TO BE 100% SLOW RELEASE NITROGEN DERIVED FROM UF, MU, OR PCU (NO OTHER NITROGEN SOURCES INCLUDING SCU'S WILL BE ACCEPTED), THIS PRODUCT IS TO BE SPREAD AT 200 POUNDS PER ACRE ON APRIL 27TH OR 28TH BEGINNING AT 5:30AM, 2000 POUNDS/BAG.

TON PRICE:

40 BAGS FERTILIZER WITH 1% RONSTAR PRE-EMERGE HERBICIDE (BRAND NAME ONLY, NO SUBSTITUTIONS), FAIRWAY GRADE, 20-0-15, NITROGEN SOURCE MUST BE SLOW RELEASE DERIVED FROM UF, MU OR PCU, 50 POUNDS/BAG.

BAG PRICE:

1 LOT FERTILIZER SPREAD SERVICE SUPPLIED BY VENDOR TRUCK AND DRIVER. SPREAD FERTILIZER PROVIDED BY VENDOR AT A RATE OF 200 POUNDS PER ACRE OVER 80 ACRES, ON 4/27 OR 4/28 BEGINNING AT 5:30AM

LOT PRICE:



## **PROCUREMENT DEPARTMENT**

**Potential bidders are responsible to check this site for any ADDENDUMS that are issued. It is the responsibility of the BIDDER to check for, download, and include with their BID RESPONSE any and all ADDENDUMS that are issued for a specific BID published by the City of Mobile. Failure to download and include ADDENDUMS in your BID RESPONSE may cause your bid to be rejected.**

**This is a sealed bid. Any responses faxed or e-mailed will be rejected.**

**This is a sealed bid. Any response must be submitted in a sealed envelope With the bid number and bid opening date on the outside of the envelope.**

**Any response that arrives improperly marked or with no bid number and Opening date on the outside of the delivery or express package and opened in error will be rejected and not considered.**

**It is the responsibility of the bidder to ensure that their bid response is delivered to and received in the Purchasing Department before the date and time of the bid opening.**

**Be sure to read the Terms and Conditions. All bids are F.O.B. Destination unless otherwise stated.**

**Be sure to sign your bid!**

**Package/Bid Delivery Address:  
Purchasing Department  
205 Government St. Room S408  
Mobile, AL 36644**

**(Request First Delivery)**



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

John Paine, Purchasing Agent

**Sponsored by:**

Mayor William S. Stimpson

**Purpose and Scope of Project:**

To approve issuance of purchase order to Imagetrend Inc for annual license renewal for MFRD EMS data software.

General Fund.

**Amount of Contract:**

\$90,375.00

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
20220406 Imagetrend Agenda Package POs	Cover Memo	4/6/2022

**REVIEWERS:**

Department Reviewer	Action	Date
Mayors Office      Barber, James	Approved	4/7/2022 - 2:07 PM



# AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

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FUNDING SOURCE:

Associated Costs:

*\*If Cost will continue, write "indefinite" and list project annual cost.*

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## **RESOLUTION**

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

<b>Requisition</b>	<b>Fiscal Year</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>	<b>Vendor</b>
<u>7890</u>	2022	(1510) FIRE ADMINISTRATION	ANNUAL LICENSE RENEWAL FOR MFRD EMS DATA SOFTWARE (GSA CONTRACT)	\$90,375.00	( <u>295732</u> ) <u>IMAGETREND, INC</u>

Adopted:

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City Clerk

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007890-00 FY 2022  Acct No: 6120.70.15.0000.0000.1510.0000.0000.42200. Review: Buyer: 9105fola Status: Approved	Page 1
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Vendor IMAGETREND, INC. 20855 KENSINGTON BLVD  LAKEVILLE, MN 55044  Tel#9524691589 Fax 9529855671	Ship To FIRE CENTRAL SUPPLY 2851 OLD SHELL ROAD  MOBILE, AL 36607  Delivery Reference VICTORIA RICHARDSON  Deliver To FIRE CENTRAL SUPPLY 2851 OLD SHELL ROAD  MOBILE, AL 36607
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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/30/22	295732				FIRE ADMINISTRATION

LN	Description / Account	Qty	Unit Price	Net Price
General Notes				

001	ANNUAL FEES ON INVOICE 134327 AS PER GSA-GS-35F 365DA RENEWAL: ELITE RESCUE SAAS ANNUAL FEES ON INVOICE 134327 AS PER GSA-GS-35F 365DA Vendor Item	1.00 EACH	79875.00000	79875.00
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1	6120.70.15.0000.0000.1510.0000.0000.42200.			79875.00
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Ship To  
 FIRE CENTRAL SUPPLY  
 2851 OLD SHELL ROAD  
 MOBILE, AL 36607  
 Delivery Reference  
 VICTORIA RICHARDSON

Deliver To  
 FIRE CENTRAL SUPPLY  
 2851 OLD SHELL ROAD  
 MOBILE, AL 36607

002	RENEWAL: ELITE VISUAL INFORMATICS EMS CUBE SAAS ANNUAL FEES ON INVOICE 134327 AS PER GSA-GS-35F 365DA Vendor Item	1.00 EACH	10500.00000	10500.00
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007890-00 FY 2022  Acct No: 6120.70.15.0000.0000.1510.0000.0000.42200. Review: Buyer: 9105fo1a Status: Approved	Page 2
----------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------	--------

Vendor IMAGETREND, INC. 20855 KENSINGTON BLVD  LAKEVILLE, MN 55044  Tel#9524691589 Fax 9529855671	Ship To FIRE CENTRAL SUPPLY 2851 OLD SHELL ROAD  MOBILE, AL 36607  Delivery Reference VICTORIA RICHARDSON  Deliver To FIRE CENTRAL SUPPLY 2851 OLD SHELL ROAD  MOBILE, AL 36607
------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/30/22	295732				FIRE ADMINISTRATION

LN Description / Account	Qty	Unit Price	Net Price
1 6120.70.15.0000.0000.1510.0000.0000.42200.			10500.00

Ship To  
FIRE CENTRAL SUPPLY  
2851 OLD SHELL ROAD  
MOBILE, AL 36607  
Delivery Reference  
VICTORIA RICHARDSON

Deliver To  
FIRE CENTRAL SUPPLY  
2851 OLD SHELL ROAD  
MOBILE, AL 36607

[Requisition Link](#)

Requisition Total 90375.00

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
6120.70.15.0000.0000.1510.0000.0000.42200.		

90375.00

EMERGENCY MEDICAL SVCS EXP PROFESSIONAL & TECHNICAL

\*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
Forward	03/30/22	JOHN PAINE	a
Forward	03/30/22	JOHN PAINE	a
Approved	04/05/22	DONNA MICHELE STANLEY	Auto approved by: 9105fo1a
Approved	04/05/22	DONALD ROSE	Auto approved by: 9105fo1a
Approved	04/05/22	SANDRA LEWIS	Auto approved by: 9105fo1a
Approved	04/05/22	ANNE FOLEY	

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007890-00 FY 2022  Acct No: 6120.70.15.0000.0000.1510.0000.0000.42200. Review: Buyer: 9105fola Status: Approved	Page 3
----------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------	--------

Vendor IMAGETREND, INC. 20855 KENSINGTON BLVD  LAKEVILLE, MN 55044  Tel#9524691589 Fax 9529855671	Ship To FIRE CENTRAL SUPPLY 2851 OLD SHELL ROAD  MOBILE, AL 36607  Delivery Reference VICTORIA RICHARDSON  Deliver To FIRE CENTRAL SUPPLY 2851 OLD SHELL ROAD  MOBILE, AL 36607
------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/30/22	295732				FIRE ADMINISTRATION

LN	Description / Account	Qty	Unit Price	Net Price
Approved	04/05/22 DONNA MICHELE STANLEY	Auto approved by:	9105fola	
Approved	04/05/22 ANNE FOLEY	Auto approved by:	9105fola	
Approved	04/05/22 JAMES NEESE JR	Auto approved by:	9105fola	

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature



**IMAGETREND®**

**GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SERVICE  
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

*On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage! is: <http://www.gsadvantage.gov>*

**MULTIPLE AWARD SCHEDULE  
LARGE CATEGORY F – INFORMATION TECHNOLOGY**

**CONTRACT NUMBER:  
GS-35F-365DA**

**PERIOD COVERED BY CONTRACT:  
June 16, 2021 through June 15, 2026**

**ImageTrend, Inc.**  
20855 Kensington Blvd.  
Lakeville, MN 55044  
Phone: 952-469-1589  
Fax: 952-985-5671  
<http://www.imagetrend.com/>

Contract Administrator  
Sherri Leflay  
Email: [contracts@imagetrend.com](mailto:contracts@imagetrend.com)

Price List Current through Modification #**PA-0017**, effective **June 5, 2020**

Business Size: **Small**

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

## CUSTOMER INFORMATION IMAGETREND, INC.

1a. **TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)**

<b><u>SIN 511210:</u></b>	<b>Software Licenses</b>
<b><u>SIN 54151:</u></b>	<b>Software Maintenance Services</b>
<b><u>SIN 611420:</u></b>	<b>Information Technology Training</b>
<b><u>SIN 54151ECOM:</u></b>	<b>Electronic Commerce and Subscription Services</b>
<b><u>SIN OLM:</u></b>	<b>Order Level Materials</b>

1b. **LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN:** Please see the .  
pricelist below.

1c. **HOURLY RATE (Services Only):** Please see the labor category descriptions below for .  
details.

2. **MAXIMUM ORDER\*:**

SIN 511210	\$500,000
SIN 54141:	\$500,000
SIN 611420:	\$250,000
SIN 54151ECOM:	\$500,000
SIN OLM:	\$250,000

\*If the "best value" selection places your order over this Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement; (2) offer the lowest price available under this contract; or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the Schedule contract in accordance with FAR 8.404

3. **MINIMUM ORDER:** \$100.00

4. **GEOGRAPHIC COVERAGE:** Domestic Delivery Only

5. **POINT(S) OF PRODUCTION:**

20855 Kensington Blvd  
Lakeville, MN 55044

6. **DISCOUNT FROM LIST PRICES:** Net GSA pricing is listed in the attached Pricelist.

7. **QUANTITY DISCOUNT(S):**

1% for orders equal to or exceeding \$150,000;  
2% for orders equal to or exceeding \$250,000

8. **PROMPT PAYMENT TERMS:** 0% Net 30 Days

*Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.*

9. **FOREIGN ITEMS:** None

10a. **TIME OF DELIVERY:** To be negotiated at the task order level

- 10b. **EXPEDITED DELIVERY:** To be negotiated at the task order level
- 10c. **OVERNIGHT AND 2-DAY DELIVERY:** To be negotiated at the task order level
- 10d. **URGENT REQUIREMENTS:** Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery
11. **FOB POINT:** Destination; 48 contiguous states and Washington, DC, as well as Alaska, Hawaii, and Puerto Rico
- 12a. **ORDERING ADDRESS:**
- ImageTrend, Inc.  
20855 Kensington Blvd  
Lakeville, MN 55044  
Phone: 952-469-1589  
Fax: 952-985-5671
- 12b. **ORDERING PROCEDURES:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in FAR 8.405-3
13. **PAYMENT ADDRESS:**
- ImageTrend, Inc.  
20855 Kensington Blvd  
Lakeville, MN 55044  
Phone: 952-469-1589  
Fax: 952-985-5671
14. **WARRANTY PROVISION:** N/A
15. **EXPORT PACKING CHARGES:** N/A
16. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (if applicable):** N/A
17. **TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** N/A
- 18a. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):** N/A
- 18b. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** N/A
19. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** N/A
20. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** N/A
21. **PREVENTIVE MAINTENANCE (IF APPLICABLE):** N/A
- 22a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants):** N/A
- 22b. **Section 508 Compliance for EIT:** As Applicable. For more information, please go to <http://www.imagetrend.com/>
23. **DUNS NUMBER:** 078407906
24. **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:** Active



ImageTrend, Inc.  
Pricelist Upon Award  
GS-35F-365DA

SIN	Manufacturer	Manufacturer Product Number	Product Name	Product Description	Unit of Issue	Number of Runs (Min)	Number of Runs (Max)	Price Offered to GSA (with IFF)	Warranty
<b>Term Software License</b>									
511210	ImageTrend, Inc.	Rescue_60000	ImageTrend Elite Rescue	Web-based EMS and Fire data collection and reporting system.	Each	60,000	69,999	\$85,239.29	Standard commercial Warranty
511210	ImageTrend, Inc.	EMS_100000	ImageTrend Elite EMS	Web-based EMS data collection and reporting system.	Each	100,000	100,000+	\$113,652.39	Standard commercial Warranty
SIN	Manufacturer	Manufacturer Product Number	Product Name	Product Description	Unit of Issue	Number of Runs (Min)	Number of Runs (Max)	Price Offered to GSA (with IFF)	Warranty
<b>ImageTrend Elite Rescue Annual Support</b>									
54151	ImageTrend, Inc.	Resc_Sup60000	ImageTrend Elite Rescue Annual Support	Support services for Elite Rescue as defined in SLA	Each Year	60,000	69,999	\$13,638.29	Standard commercial Warranty
<b>ImageTrend Elite EMS Annual Support</b>									
54151	ImageTrend, Inc.	EMS_Sup100000	ImageTrend Elite EMS Annual Support	Support Services for Elite EMS as defined in SLA	Each Year	100,000	100,000+	\$19,151.64	Standard commercial Warranty
<b>ImageTrend Elite EMS Implementation</b>									
54151	ImageTrend, Inc.	EMS_Imp100000	ImageTrend Elite EMS Implementation	Web-based EMS data collection	Each	100,000	100,000+	\$19,949.62	Standard commercial Warranty
<b>ImageTrend Elite Field Annual Support</b>									
54151	ImageTrend, Inc.	Field_Sup60000	ImageTrend Elite Field Annual Support	Support services for the Elite Field as defined in SLA	Each Year	100,000	100,000+	\$9,092.19	Standard commercial Warranty
SIN	Manufacturer	Manufacturer Product Number	Product Name	Product Description	Unit of Issue	Number of Runs (Min)	Number of Runs (Max)	Price Offered to GSA (with IFF)	Warranty
<b>ImageTrend Elite Annual Hosting</b>									
54151ECOM	ImageTrend, Inc.	Elite_Host100000	ImageTrend Elite Annual Hosting	Hosting services for Elite EMS or Elite Rescue, 99.9% uptime	Each	100,000	100,000+	\$19,889.17	Standard commercial Warranty
<b>ImageTrend Elite EMS Software as a Service</b>									
54151ECOM	ImageTrend, Inc.	EMS_SaaS1	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	1	1,249	\$1,894.21	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	EMS_SaaS1250	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	1,250	2,499	\$2,841.31	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	EMS_SaaS2500	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	2,500	3,999	\$3,788.41	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	EMS_SaaS4000	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	4,000	9,999	\$4,735.52	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	EMS_SaaS10000	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	10,000	14,999	\$4,735.52	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	EMS_SaaS15000	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	15,000	19,999	\$4,735.52	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	EMS_SaaS20000	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	20,000	29,999	\$4,735.52	Standard commercial Warranty

54151ECOM	ImageTrend, Inc.	EMS_SaaS30000	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	30,000	39,999	\$4,735.52	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	EMS_SaaS40000	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	40,000	49,999	\$4,735.52	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	EMS_SaaS50000	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	50,000	59,999	\$4,735.52	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	EMS_SaaS60000	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	60,000	69,999	\$4,735.52	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	EMS_SaaS70000	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	70,000	79,999	\$4,735.52	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	EMS_SaaS80000	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	80,000	89,999	\$4,735.52	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	EMS_SaaS90000	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	90,000	99,999	\$4,735.52	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	EMS_SaaS100000	ImageTrend Elite EMS Software as a Service (SaaS)	Web-Based EMS Data Collection	Each	100,000	100,000+	\$4,735.52	Standard commercial Warranty
<b>ImageTrend Elite Rescue Software as a Service</b>									
54151ECOM	ImageTrend, Inc.	Rescue_SaaS_1	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	1	1,249	\$2.13	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Rescue_SaaS_1250	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	1,250	2,499	\$2.13	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Rescue_SaaSs_2500	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	2,500	3,999	\$2.13	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Rescue_SaaS_4000	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	4,000	9,999	\$2.13	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Rescue_SaaS_10000	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	10,000	14,999	\$2.13	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Rescue_SaaS_15000	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	15,000	19,999	\$2.13	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Rescue_SaaS_20000	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	20,000	29,999	\$2.13	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Rescue_SaaS_30000	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	30,000	39,999	\$2.13	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Rescue_SaaS_40000	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	40,000	49,999	\$2.13	Standard commercial Warranty

54151ECOM	ImageTrend, Inc.	Rescue_SaaS_50000	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	50,000	59,999	\$2.13	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Rescue_SaaS_60000	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	60,000	69,999	\$2.13	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Rescue_SaaS_70000	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	70,000	79,999	\$2.13	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Rescue_SaaS_80000	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	80,000	89,999	\$2.13	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Rescue_SaaS_90000	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	90,000	99,999	\$2.13	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Rescue_SaaS_100000	ImageTrend Elite Rescue Software as a Service (SaaS)	Web-based EMS and Fire data collection and reporting system. Includes annual support and hosting	Per Incident	100,000	100,000+	\$2.13	Standard commercial Warranty
<b>ImageTrend Elite Rescue Software as a Service Implementation</b>									
54151ECOM	ImageTrend, Inc.	Resc_SaaS_Imp1	ImageTrend Elite Rescue Software as a Service Implementation	Web-based EMS and Fire	Each	1	1,249	\$2,367.76	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Resc_SaaS_Imp1250	ImageTrend Elite Rescue Software as a Service Implementation	Web-based EMS and Fire	Each	1,250	2,499	\$3,314.86	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Resc_SaaS_Imp2500	ImageTrend Elite Rescue Software as a Service Implementation	Web-based EMS and Fire	Each	2,500	3,999	\$4,261.96	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Resc_SaaS_Imp4000	ImageTrend Elite Rescue Software as a Service Implementation	Web-based EMS and Fire	Each	4,000	9,999	\$6,629.72	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Resc_SaaS_Imp10000	ImageTrend Elite Rescue Software as a Service Implementation	Web-based EMS and Fire	Each	10,000	14,999	\$6,629.72	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Resc_SaaS_Imp15000	ImageTrend Elite Rescue Software as a Service Implementation	Web-based EMS and Fire	Each	15,000	19,999	\$6,629.72	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Resc_SaaS_Imp20000	ImageTrend Elite Rescue Software as a Service Implementation	Web-based EMS and Fire	Each	20,000	29,999	\$6,629.72	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Resc_SaaS_Imp30000	ImageTrend Elite Rescue Software as a Service Implementation	Web-based EMS and Fire	Each	30,000	39,999	\$6,629.72	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Resc_SaaS_Imp40000	ImageTrend Elite Rescue Software as a Service Implementation	Web-based EMS and Fire	Each	40,000	49,999	\$6,629.72	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Resc_SaaS_Imp50000	ImageTrend Elite Rescue Software as a Service Implementation	Web-based EMS and Fire	Each	50,000	59,999	\$6,629.72	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Resc_SaaS_Imp60000	ImageTrend Elite Rescue Software as a Service Implementation	Web-based EMS and Fire	Each	60,000	69,999	\$6,629.72	Standard commercial Warranty
54151ECOM	ImageTrend, Inc.	Resc_SaaS_Imp70000	ImageTrend Elite Rescue Software as a Service Implementation	Web-based EMS and Fire	Each	70,000	79,999	\$6,629.72	Standard commercial Warranty



SIN	Manufacturer	Product Name	Product Description	Price Offered to GSA (including IFF)
611420	ImageTrend, Inc.	Onsite Training Sessions	Onsite Training Sessions	\$947.10



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

John Paine, Purchasing Agent

**Sponsored by:**

Mayor William S. Stimpson

**Purpose and Scope of Project:**

To approve issuance of purchase order to Haworth Inc for furniture for MPD 1st District.

CIP

**Amount of Contract:**

\$83,237.96

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
20220407 Haworth Agenda Package POs	Cover Memo	4/7/2022

**REVIEWERS:**

Department Reviewer	Action	Date
Mayors Office      Barber, James	Approved	4/7/2022 - 2:07 PM

# AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

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FUNDING SOURCE:

Associated Costs:

*\*If Cost will continue, write "indefinite" and list project annual cost.*

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## **RESOLUTION**

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

<b>Requisition</b>	<b>Fiscal Year</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>	<b>Vendor</b>
<u>7755</u>	2022	(3032) ARCHITECTURAL ENGINEERING	FURNITURE FOR MPD 1 <sup>ST</sup> PRECINCT (GSA CONTRACT)	\$83,237.96	<u>(083241)</u> <u>HAWORTH INC</u>

Adopted:

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City Clerk



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Bill To	Requisition 00007755-00 FY 2022
ACCOUNTS PAYABLE	
P O BOX 389	Acct No:
	2000.80.00.0000.0000.0000.0000.44020.
MOBILE, AL	Review:
36601	Buyer: 9105fola
vendorinvoices@cityofmobile.org	Status: Approved
	Page 1
=====	=====

Vendor  
HAWORTH INC  
ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
Fax 616-396-9108

Ship To  
ARCHITECTURAL ENGINEERING  
205 GOVERNMENT STREET  
5TH FLR S TOWER ROOM 546  
MOBILE, AL 36644

Delivery Reference  
BRENDA PARKER

Deliver To  
ARCHITECTURAL ENGINEERING  
205 GOVERNMENT STREET  
5TH FLR S TOWER ROOM 546  
MOBILE, AL 36644

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Date	Vendor	Date	Ship		
Ordered	Number	Required	Via	Terms	Department
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03/25/22	083241				ARCHITECTURAL ENGINEERING
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LN Description / Account	Qty	Unit Price	Net Price
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General Notes

PER GSA CONTRACT #GS-03F-057DA.

PRICING INCLUDES FREIGHT, SHIPPING AND HANDLING CHARGES.

INSATALLATION DEALER: INNERSPAICE ARCHITECTURAL INTERIORS ATTN: PAULETTE DOGGETT

PDOGGETT@INNERSPAICE.COM  
251-648-9516

001	FILING CABINET METAL: 51.5H X 36W, LATERAL FILE, PTD DRAWER FRONT, FREESTANDING, GRAPHITE, CHROME, GRADE A, JLRD-0436-SJ, FOR ASSISTANT'S OFFICE	1.00 EACH	645.91000	645.91
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Additional Description Notes

GSA CONTRACT #GS-03F-057DA

PURCHASE ORDER TO BE MADE OUT TO HAWORTH  
C/O INNERSPAICE ARCHITECTURAL INTERIORS

DELIVER TO:  
1ST PRECINCT  
2601 DAUPHIN ISLAND PKWY

VENDOR TO COORDINATE ALL ACTIVITIES WITH B. JORDAN @ 251.459.4881  
Vendor Item

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 2
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Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			645.91
Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644 Delivery Reference BRENDA PARKER  Deliver To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644				
002	DESKS AND TABLES, WOOD: RETURN, LAM, 2442, OPEN, PED, FULL MODESTY, GREY, CHROME, JDRL-2442-JNANFSS, FOR ASSISTANT'S OFFICE Vendor Item	1.00 EACH	276.64000	276.64
1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			276.64

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 3
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Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644 Delivery Reference BRENDA PARKER  Deliver To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644			
003	DESKS AND TABLES, WOOD: X SERIES, PEDESTAL, 24"D, GRAPHITE, CHROME, GRADE A, JPAH-24-SJ, ASSISTANT OFFICE Vendor Item	1.00 EACH	219.59000	219.59
1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			219.59

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 4
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Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644 Delivery Reference BRENDA PARKER  Deliver To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644			
004	DESKS AND TABLES, WOOD: XSERIES, PEDESTAL, 30"D, GRAPHITE, CHROME, GRADE A, JPAJ-30-SJ, ASSISTANT OFFICE Vendor Item	1.00 EACH	215.65000	215.65
1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			215.65

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 5
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Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644 Delivery Reference BRENDA PARKER  Deliver To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644			
005	DESKS AND TABLES, WOOD: XSERIES, LAM, EB3, 30X2, MOD, GREY, GRAPHITE, GRADES B & A, JDSL-3072-JAFSFS, ASSISTANT OFFICE Vendor Item	1.00 EACH	592.84000	592.84
1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			592.84

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 6
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Vendor HAWORTH INC ONE HAWORTH CTR  HOLLAND, MI 49423  Tel#616-393-3294 Fax 616-396-9108	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644
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Delivery Reference  
BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

006 CHAIRS,SOJI TASK, FAUX LEA/MESH BACK, GRAPHITE, CARBON, BLK, GRADE A, SJT-30-701A5A, ASSISTANT OFFICE Vendor Item	1.00 EACH	385.31000	385.31
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			385.31
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
 BRENDA PARKER

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 7
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Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
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Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

007	CHAIRS, SIDE, FAUX LEATHER, PERFORATED BK, GRAPHITE, SLATE, BLK, GRADE A, SCS-34-OHE, ASSISTANT OFFICE Vendor Item	2.00 EACH	184.39000	368.78
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1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			368.78
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 8
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Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
008 BOOKCASE/BOOKSHELV METAL/WOOD: MASTERS SERIES, LAMINATE, 14"DX30"W, 4-HIG, GREY, ULB4-1430-S, ASSISTANT OFFICE Vendor Item	1.00 EACH	379.19000	379.19
1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			379.19

Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

009 TABLES,: JIVE, LAM, 48"X48", GRAPHITE, TCRN-4848-LJSNXGRB, BREAKROOM Vendor Item	2.00 EACH	358.36000	716.72
1 2000.80.00.0000.0000.0000.0000.44020.			



Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 9
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Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR  
  
 HOLLAND, MI 49423  
  
 Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
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 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
E C0636	.OPERSUPPLS.			716.72

Ship To  
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 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
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 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

010	CHAIRS: WIRE STACKER PLASTIC SEAT & BACK, ARMLESS, NON GANGING, SLATE, SCH-44-05, BREAKROOM (8) & CLASSROOM (36) Vendor Item	44.00 EACH	118.13000	5197.72
1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			5197.72

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 10
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Vendor HAWORTH INC ONE HAWORTH CTR  HOLLAND, MI 49423  Tel#616-393-3294 Fax 616-396-9108	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644
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Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
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 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

011 DESKS: ERGOTRON, LEARNFIT, ADJUSTABLE STANDING DESK, 24-481-003, CLASSROOM Vendor Item	1.00 EACH	443.96000	443.96
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			443.96
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 11
----------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------	---------

Vendor  
 HAWORTH INC  
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Ship To  
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 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
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Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

012	TABLES: PLANES, 24"X72", FLIP, 29"H, GRAPHITE, TARA-2472-LISNCH4B, CLASSROOM Vendor Item	10.00 EACH	901.70000	9017.00
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1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			9017.00
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
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 MOBILE, AL 36644

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Vendor  
 HAWORTH INC  
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 Fax 616-396-9108

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 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
013 TABLE: JIVE, 42"X42", 29"H, PTD, GRAPHITE, TCRN-4242-LJSNXG4A, COMMANDER Vendor Item	1.00 EACH	301.14000	301.14

1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			301.14
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
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Deliver To  
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 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

014 DESK: MASTERS SERIES, RECT BIDGE/RETURN TOP, GREY, XLBR-2448-JSYNNL, COMMANDER Vendor Item	1.00 EACH	343.74000	343.74
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			343.74
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved
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Page 13

Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

Ship To  
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 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

Delivery Reference  
 BRENDA PARKER

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 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
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 MOBILE, AL 36644

015 DESK: MASTERS SERIES, SNG PED BOW TOP, 36"DX78"W,GREY, XLSF-3678-JSS5N8LB, COMMANDER Vendor Item	1.00 EACH	1118.90000	1118.90
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.		1118.90
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
 BRENDA PARKER

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 14
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Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
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 205 GOVERNMENT STREET  
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 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
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Deliver To  
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 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

016	CHAIR: ZODY EEX, FAUX LEATHER, BLK, GRADE A, COMMANDER Vendor Item	1.00 EACH	650.22000	650.22
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1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			650.22
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
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 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

017	BOOKCASE/BOOKSHELV: MASTER SERIES,	1.00	514.72000	514.72
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 15
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Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty EACH	Unit Price	Net Price
1	LAMINATE, 14"DX36"W, GREY, ULB5-1436-S, COMMANDER Vendor Item 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			514.72
Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644 Delivery Reference BRENDA PARKER  Deliver To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644				
018	DESK: MASTER SERIES, PEDESTAL, ATTACHED, X5PA-2823-68SSYL, GREY, COMMANDER Vendor Item	1.00 EACH	670.13000	670.13
1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			670.13

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 16
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Vendor HAWORTH INC ONE HAWORTH CTR  HOLLAND, MI 49423  Tel#616-393-3294 Fax 616-396-9108	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644
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Delivery Reference  
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 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
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 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

019 CHAIR, VERY SIDE ENHANCED, FAUX LEATHER, SLATE, BLK, SCS-34-3HEM COMMANDER Vendor Item	6.00 EACH	217.12000	1302.72
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			1302.72
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
 BRENDA PARKER



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----------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------	---------

Vendor HAWORTH INC ONE HAWORTH CTR  HOLLAND, MI 49423  Tel#616-393-3294 Fax 616-396-9108	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644
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Delivery Reference  
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 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
	Deliver To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644			
020	TABLE, CONFERENCE, LAM, 48"X150", 29"H, GREY, TARA-48F0-LJSFJGRC, CONFERENCE ROOM Vendor Item	1.00 EACH	1685.55000	1685.55
1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			1685.55

Ship To  
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 MOBILE, AL 36644  
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 205 GOVERNMENT STREET  
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 MOBILE, AL 36644

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 18
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Vendor  
HAWORTH INC  
ONE HAWORTH CTR

Ship To  
ARCHITECTURAL ENGINEERING  
205 GOVERNMENT STREET  
5TH FLR S TOWER ROOM 546  
MOBILE, AL 36644

HOLLAND, MI 49423

Tel#616-393-3294  
Fax 616-396-9108

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5TH FLR S TOWER ROOM 546  
MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
021	CREDENZAS: MASTER SERIES, LAMINATE, 19"DX72"W, GREY, XLWF-1972-JSNN, CONFERENCE ROOM Vendor Item	1.00 EACH	157.69000	157.69

1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			157.69
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Ship To  
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205 GOVERNMENT STREET  
5TH FLR S TOWER ROOM 546  
MOBILE, AL 36644  
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MOBILE, AL 36644

022	CREDENZAS, MASTER SERIES, STORAGE CLOSED LAMINATED, 18"DX36"W, GRAPHITE, X5H2-1836-85LNL, CONFERENCE ROOM Vendor Item	2.00 EACH	736.97000	1473.94
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1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			1473.94
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 19
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Vendor HAWORTH INC ONE HAWORTH CTR  HOLLAND, MI 49423  Tel#616-393-3294 Fax 616-396-9108	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644
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03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
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Ship To  
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 MOBILE, AL 36644

023 CHAIRS, SOJI TAS, FAUX LEATHER, NO ARM, GRAPHITE, BLK, SJT-30-001X5A, CONFERENCE ROOM Vendor Item	12.00 EACH	311.65000	3739.80
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			3739.80
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Vendor  
 HAWORTH INC  
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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
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Deliver To  
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 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

024	DATA OUTLET: FTU, 1SD, 4PORT, 3 RECPT, NO USB, 1 DATA PORT, NO CABLE GARGAE, CONFERENCE ROOM Vendor Item	2.00 EACH	330.53000	661.06
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1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			661.06
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Ship To  
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 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved
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Page 21

Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
025 FREIGHT	1.00	10200.00000	10200.00
	EACH		

Additional Description Notes

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 DELIVERY AND INSTALL

Vendor Item

Inventory Item/Loc 14009

1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.	10200.00
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

026 CHAIR: VERY WIRE STACKER, LASTIC, SLATE, SCH-44-0S, INTERVIEW ROOM Vendor Item	10.00	118.13000	1181.30
	EACH		

1 2000.80.00.0000.0000.0000.0000.44020.

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 22
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Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

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 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
E C0636	.OPERSUPPLS.			1181.30

Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
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 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

027	CHAIRS: VERY SID ENCHANCED, FAUX LEATHER, SLATE, BLK, SCS-34-0HE LIEUTENANT	8.00 EACH	184.39000	1475.12
	Vendor Item			

1	2000.80.00.0000.0000.0000.0000.44020.			
E C0636	.OPERSUPPLS.			1475.12

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 23
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Vendor HAWORTH INC ONE HAWORTH CTR  HOLLAND, MI 49423  Tel#616-393-3294 Fax 616-396-9108	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644
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Delivery Reference  
BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
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 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

028 DESKS: X SERIES, RECT, LAMINATE, EB3, 30X66, GREY, GRAPHITE, JD SL-3066-JAFSDS, LIEUTENANT Vendor Item	4.00 EACH	545.89000	2183.56
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			2183.56
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
 BRENDA PARKER

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 24
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Vendor HAWORTH INC ONE HAWORTH CTR  HOLLAND, MI 49423  Tel#616-393-3294 Fax 616-396-9108	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644
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Delivery Reference  
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Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
Deliver To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644			

029 BOOKCASE/BOOKSHELV: MASTER SERIES, LAMINATE, 14"DX30"W, 4-HIGH, GRAPHITE, ULBR-1430-S, LIEUTENTANT Vendor Item	4.00 EACH	352.17000	1408.68
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			1408.68
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Ship To  
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 MOBILE, AL 36644  
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 MOBILE, AL 36644



Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 25
----------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------	---------

Vendor  
 HAWORTH INC  
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Ship To  
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 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
030 DESKS: X SERIES, RETURN, LAMINATE, 2442, PED, 3/4 MODESTY, GREY, GRAPHITE, JDRL-2442-JANNDSS, LIEUTENANT Vendor Item	4.00 EACH	254.63000	1018.52

1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.	1018.52
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Ship To  
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 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
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 MOBILE, AL 36644

031 DESKS: X SERIES, PEDESTAL, 24"D, GRAPHITE, CHROM, JPAH-24-SJ, LIEUTENANT Vendor Item	4.00 EACH	219.59000	878.36
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.	878.36
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 26
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Vendor HAWORTH INC ONE HAWORTH CTR  HOLLAND, MI 49423  Tel#616-393-3294 Fax 616-396-9108	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644
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Delivery Reference  
BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
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 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

032 CHAIRS: SOJI TAS, FAUX LEATHER, MESH BK, GRAPHITE, BLK, SJT-30-701A5A, LIEUTENANT Vendor Item	4.00 EACH	385.31000	1541.24
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			1541.24
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 27
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Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR  
  
 HOLLAND, MI 49423  
  
 Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
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 5TH FLR S TOWER ROOM 546  
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 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
Deliver To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644			

033 DESK: X SERIES, PEDESTAL, 30"D, GRAPHITE, CHROME, JPAJ-30-SJ, LIEUTENANT Vendor Item	4.00 EACH	215.65000	862.60
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			862.60
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Ship To  
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 MOBILE, AL 36644  
 Delivery Reference  
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 MOBILE, AL 36644

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 28
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Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
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 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
034	TABLE: PLANES, LAMINATE, 30"X30", 20"H, GRAPHITE, TARN-3030-LJSNXG2A, LOBBY Vendor Item	3.00 EACH	289.24000	867.72

1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			867.72
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
 BRENDA PARKER

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 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

035	CHAIRS,VERY SIDE ENHANCED, FAUX LEATHER, SLATE, BLK, SCS-34-3HE, LOBBY Vendor Item	8.00 EACH	217.12000	1736.96
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1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			1736.96
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 29
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Vendor HAWORTH INC ONE HAWORTH CTR  HOLLAND, MI 49423  Tel#616-393-3294 Fax 616-396-9108	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644
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Delivery Reference  
BRENDA PARKER

Deliver To  
ARCHITECTURAL ENGINEERING  
205 GOVERNMENT STREET  
5TH FLR S TOWER ROOM 546  
MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
 BRENDA PARKER

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 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

036	CHAIRS,SOJI TASK FAUX LEATHER/MESH BACK, GRAPHITE, BLK, SJT-30-701A5A, RECPT/MAG Vendor Item	5.00 EACH	385.31000	1926.55
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1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			1926.55
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
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 MOBILE, AL 36644  
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Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

Ship To  
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 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
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Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

037	DESK: ERGOTRON, LEARNFIT, ADJUSTABLE STANDING DESK, 24-481-003, ROLL CALL Vendor Item	1.00 EACH	443.96000	443.96
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1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			443.96
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Ship To  
 ARCHITECTURAL ENGINEERING  
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 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
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 MOBILE, AL 36644

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 31
----------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------	---------

Vendor  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
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Ship To  
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 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
038 TABLE, PLANES, LAMINATE, 24"X72", 29"H, GRAPHITE, SILVER, TARA-2472-LJSNCH4B, ROLL CALL Vendor Item	9.00 EACH	901.70000	8115.30

1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.	8115.30
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 205 GOVERNMENT STREET  
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 MOBILE, AL 36644

039 TABLE, GANGING BRACKET MECHANISM, PLANES (2 SETS), TA01-0222, ROLL CALL Vendor Item	3.00 EACH	43.47000	130.41
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.	130.41
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 32
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Vendor HAWORTH INC ONE HAWORTH CTR  HOLLAND, MI 49423  Tel#616-393-3294 Fax 616-396-9108	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644
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03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
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 MOBILE, AL 36644

040	CHAIRS, VERY WIRE STACKER, PLASTIC, SLATE, SILVER, SCH-44-0S, ROLL CALL Vendor Item	18.00 EACH	118.13000	2126.34
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1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			2126.34
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----------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------	---------

Vendor HAWORTH INC ONE HAWORTH CTR  HOLLAND, MI 49423  Tel#616-393-3294 Fax 616-396-9108	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644
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03/25/22	083241				ARCHITECTURAL ENGINEERING

LN	Description / Account	Qty	Unit Price	Net Price
	Deliver To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644			
041	CHAIRS, VERY SIDE ENHANCED, FAU LEATHER, GRAPHITE, BLK, SLATE, SCS-34-OHE, SERG/INVS/STAF Vendor Item	8.00 EACH	184.39000	1475.12
1	2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			1475.12

Ship To  
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Vendor  
HAWORTH INC  
ONE HAWORTH CTR

Ship To  
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Tel#616-393-3294  
Fax 616-396-9108

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5TH FLR S TOWER ROOM 546  
MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
042 CHAIRS, SOJ TASK, FAUX LEATHER, MESH BACK, GRAPHITE, BLK, SJT-30-710A5A, SER/INVES/STAF Vendor Item	13.00 EACH	385.31000	5009.03

1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.	5009.03
-----------------------------------------------------------------	---------

Ship To  
ARCHITECTURAL ENGINEERING  
205 GOVERNMENT STREET  
5TH FLR S TOWER ROOM 546  
MOBILE, AL 36644  
Delivery Reference  
BRENDA PARKER

Deliver To  
ARCHITECTURAL ENGINEERING  
205 GOVERNMENT STREET  
5TH FLR S TOWER ROOM 546  
MOBILE, AL 36644

043 DESKS, X SERIES, PEDESTAL, 30"D, GRAPHITE, CHROME, JPAJ-30-SJ, SERG/INVES/STAF Vendor Item	13.00 EACH	215.65000	2803.45
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.	2803.45
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007755-00 FY 2022  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 35
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Vendor HAWORTH INC ONE HAWORTH CTR  HOLLAND, MI 49423  Tel#616-393-3294 Fax 616-396-9108	Ship To ARCHITECTURAL ENGINEERING 205 GOVERNMENT STREET 5TH FLR S TOWER ROOM 546 MOBILE, AL 36644
---------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------

Delivery Reference  
BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
 BRENDA PARKER

Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

044 DESKS, X SERIES, RECT, LAMINATE, 30X66, PLATIUM, GRAPHITE, JDSL-3066-JAFSDS, SERG/INVEST/STAF Vendor Item	13.00 EACH	521.14000	6774.82
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1 2000.80.00.0000.0000.0000.0000.44020. E C0636 .OPERSUPPLS.			6774.82
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Ship To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644  
 Delivery Reference  
 BRENDA PARKER

<b>Bill To</b> ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	<b>Requisition 00007755-00 FY 2022</b>  Acct No: 2000.80.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 36
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**Vendor**  
 HAWORTH INC  
 ONE HAWORTH CTR

HOLLAND, MI 49423

Tel#616-393-3294  
 Fax 616-396-9108

**Ship To**  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

**Delivery Reference**  
 BRENDA PARKER

**Deliver To**  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/25/22	083241				ARCHITECTURAL ENGINEERING

LN Description / Account	Qty	Unit Price	Net Price
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Deliver To  
 ARCHITECTURAL ENGINEERING  
 205 GOVERNMENT STREET  
 5TH FLR S TOWER ROOM 546  
 MOBILE, AL 36644

## Requisition Link

Requisition Total 83237.96

### \*\*\*\*\* Project Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
E C0636 .OPERSUPPLS.	83237.96	116355.27

### \*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
2000.80.00.0000.0000.0000.0000.44020.	83237.96	

CAPITAL IMPROVEMENTS FUND EXP OPERATING SUPPLIES

### \*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
Approved	03/28/22	BRENDA RHODES	
Approved	03/28/22	TIFFANY HOLLINS	Auto approved by: 910511034
Approved	03/28/22	RELYA MALLORY	Auto approved by: 910511034
Forward	03/29/22	JOHN PAINE	s
Approved	04/06/22	DONNA MICHELE STANLEY	Auto approved by: 9105fo1a
Approved	04/06/22	DONALD ROSE	Auto approved by: 9105fo1a
Approved	04/06/22	SANDRA LEWIS	Auto approved by: 9105fo1a
Approved	04/06/22	ANNE FOLEY	



# **HAWORTH, INC.**

## **GENERAL SERVICES ADMINISTRATION FEDERAL ACQUISITION SERVICES**

### **Schedule Title - MAS Federal Supply Schedule**

Solicitation No. 47QSMD20R0001

Title: Furniture and Furnishings Category - Code: C and Miscellaneous – Code: G

**C06. Office Furniture Subcategory – SIN 33721 Office Furniture**

**C07. Packaged Furniture Subcategory – SIN 33721P Packaged Office**

**C03. Healthcare Furniture - SIN 339113H Healthcare Furniture**

**C05. Miscellaneous Furniture Subcategory – SIN 532289 Furniture Rental & Leasing**

**G. Miscellaneous - SIN NEW - Introduction of New Supplies and Services**

(FSC Group 71, FSC Classes 7105, 7110, 7125 and 7195)

STANDARD INDUSTRY GROUP (NAICS): 337214 & 337211, SERVICE CODE: 7110

**Contract Number: GS-03F-057DA**

Contract Start Date: February 8, 2016

Contract End Date: February 7, 2026

Contractor:

HAWORTH, INC.

One Haworth Center

Holland, MI 49423-9576

1-616-393-3000

<http://www.haworth.com/government>

Business Size:

Large

# INFORMATION FOR ORDERING ACTIVITIES

## 1a. Table of Awarded Special Item Numbers:

### SIN Reference

33721P Packaged Offices

33721 Office Furniture - Furniture Systems and Workstation Clusters  
Worksurfaces, Workstations, Computer Furniture and  
Accessories

Filing and Storage Cabinets, Shelves, Mobile Carts, Dollies,  
Racks, and Accessories

Executive Office Furniture

Executive Conference Room Furniture, Coordinated Tables,  
Case Pieces, and Accessories

Executive Furniture Single Item Accent and Specialty Pieces  
Tables and Accessories

Upholstered Seating

Multiple Seating

Multipurpose Seating

Stacking Chairs and Dollies or Trucks Designed to Support  
Stacking Chairs

Reconfiguration and Relocation Services

Design/Layout Services

Office Furniture Installation Services

Leased Office Furniture Systems

NEW Introduction of New Office Furniture Services/Products

339113H Hospital Patient Room Furniture

339113H Hospital and Geriatric Chairs

532289 Furniture Rental and Leasing

### 1b. Lowest Price Model by SIN:

33721 TA01-0214 3.27

NEW 114-2194 1.50

339113H HE300-BDD-L 375.38

### 2. Maximum Order:

SIN 33721 -- \$250,000 [net product price]

SIN 33721P -- \$5,000,000 [net product price]

SIN 339113H - \$500,000 [net product price]

SIN NEW - \$250,000 [net price]

### 3. Minimum Order: \$100 [net product price]

### 4. Geographic Coverage: Continental United States.

5. **Point of Production:** Holland, Big Rapids, Ludington, Michigan; Bruce,  
Mississippi; High Point, Conover, North Carolina USA.

6. **Discount from List Prices:** For single delivery orders, the discounts  
shown below [pgs. 5-6] from the list prices will apply.

7. **Quantity Discounts:** Various. See pages 5-6 below.

8. **Prompt Payment Terms:** None. Payment terms are Net 30 days from  
invoice date.

### 9. Government Credit Card

- Government credit card purchases are accepted at or below the  
micro-purchase threshold.
- Government Credit Card purchases are accepted above the micro-  
purchase threshold.

### 10. Foreign Items: None

### 11. Time of Delivery:

- 90 days or sooner after receipt of order [ARO].
- Expedited delivery: HAWORTH's RUSH lead time program is 14  
calendar days maximum. The program is designed to respond  
quickly to immediate, small requirements. Limited product offering is  
available on RUSH. Items available for expedited delivery are noted  
in the price list. The availability of fabrics, finishes, and colors will  
vary according to the product and lead time program selected. All  
other terms and conditions remain the same.
- Overnight & Two-Day Delivery: None
- Urgent Requirements: None

### 12. F.O.B. Point: Destination CONUS [Continental U.S].

### 13. Ordering Address:

HAWORTH, INC. c/o Dealer

One Haworth Center

Holland, MI 49423

Attn: GSA Orders

Fax: (616) 396-9148

HAWORTH, INC. c/o Dealer

Dealer Address

### 14. Payment Address:

HAWORTH, INC. c/o Dealer

P.O. Box 93237

Chicago, IL 60673-3237

### 15. Warranty Provisions: Haworth's standard commercial warranty.

### 16. Export Packaging Charges: Quoted on a project-by-project basis.

17. **Government Credit Card Acceptance:** Government credit card  
purchases will be accepted. No additional discount is offered for orders using  
the credit card.

18. **Rental, Maintenance, and Repair:** Rental of furniture is available under  
this contract. Contact your nearest HAWORTH showroom or dealer for  
information. Maintenance and repair are not on contract.

19. **Installation:** Installation percentage rate range starting at 15% with a not  
to exceed 30% of the net product price, per project inclusive of Industrial  
Funding Fee. Any increase in installation over 30% due to extraordinary  
circumstances would be reviewed and approved by the GSA Contracting  
Officer. The minimum charge of \$175.00 per order applies. These terms  
would apply to CONUS orders only, and these terms do not cover travel time  
or inside delivery. Services include installation and reconfiguration of office  
furniture

### 19. Repair Parts: Not on contract.

20a. **Other Services:** Project Management, Design, Reconfiguration  
services Reconfiguration Services up to \$250,000 will be charged a rate per  
Attachment A below. Contact your nearest HAWORTH Showroom or Dealer  
for other information.

20. **Service and Distribution Points:** Primary distribution facilities are  
located in Holland, Michigan. HAWORTH sales offices, regional distribution  
points, and servicing dealers are strategically located across the United  
States. Names and addresses of servicing dealers are available on request.  
Contact your nearest HAWORTH Showroom for further information.

21. **Participating Dealers:** An extensive network of HAWORTH dealers is  
available for assistance; however, dealers may not accept orders or  
payments in their names. Access Haworth web site for current list of  
participating dealers: <http://www.haworth.com/where-to-buy/showrooms-dealers>. Contact your nearest HAWORTH Showroom for further information.

### 22. Preventive Maintenance: Not on contract.

**24. CIF:** U.S.A. - Non-contiguous (Alaska, Hawaii and Puerto Rico): All deliveries will be CIF (U.C.C./2-320) (Cost of Goods, Insurance and Freight). CIF discounting commercially is 4.5 discount points less than offered Contiguous US discount. GSA CIF will also be 4.5 discounts points or less. Haworth dealers can choose the Haworth offered CIF, or they can accept the domestic discount and arrange the CIF on their own.

**25. Environmental Attributes:** HAWORTH complies with the ISO 14001 Environmental Management System (EMS) through continuous commitment to its corporate environmental policy, goals, and programs. HAWORTH is a partner in the EPA Green Lights Program.

**26. DUNS Number:** 07-259-5457

**27.** HAWORTH is a **System for Award Management [SAM]** registered supplier. Expiration Date: 09/19/2020.



# INFORMATION FOR ORDERING ACTIVITIES

## Haworth, Inc. Miscellaneous Information

### Who May Purchase From This Federal Supply Schedule Price List

Authorized Users under Federal Supply Schedule MAS, Refer to following link: [Eligibility to Use GSA Sources of Supply and Services](#).

### Leased System Furniture: SIN 532289.

Dollar Range at List	3 Year Lease Rate APR	Monthly Rate Factor	5 Year Lease Rate (APR)	Monthly Rate Factor
\$1 - \$400,000	12.08%	.03325	14.68%	.02363
\$400,001 - \$865,000	8.31%	.03148	11.90%	.02220
\$865,001 - \$2,000,000	7.33%	.03103	11.18%	.02183
End of Lease Purchase Price (as a % of equipment cost)		36 Months - 12% 60 Months - 10%		

The above APRs apply to leases at or under \$500,000 net. For leases over \$500,000 net, APRs can be requested.

Residual values are set as follows and are not subject to change, regardless of the dollar value of the order.

3 years - 12%

5 years - 10%

### Design/Layout Services: Rates for these services up to

\$150,000 are as follows: Furniture is \$50.50/hour. Walls is \$85/hour.

Contact your nearest HAWORTH Division Office/Showroom for further information.

### Pricing Policies

**Services:** List prices apply to products only.

### Shipping and Delivery

HAWORTH reserves the right to ship products covered by a single order in more than one shipment.

**For U.S. Continental Shipments:** All deliveries will be F.O.B. Destination. HAWORTH has the right to determine the carrier, method of shipment, and routing. Extra expense resulting from customer request for special carrier, shipping method, and/or routing will be billed to the customer.

### For optional customers located OCONUS [Outside Continental U.S.]

*U.S. INCOTERM-CIF (Cost of Goods, Insurance and Freight). International locations may purchase from this contract. If International delivery is provided by supplier, CIF discounts shall apply to the order.* HAWORTH'S U.S.A. Price List Catalogs include ocean freight and insurance to the port of destination in the receiving country. HAWORTH has the right to determine the carrier, method of shipment and routing.

HAWORTH will contract with the insurer and provide minimal insurance coverage (CIF @ 110%) made payable to the buyer. Buyer is responsible to obtain greater insurance if so desired. Proof of delivery is a free on board bill of lading.

Buyer will be responsible for all customs clearance and on-carriage from the receiving port in the destination country to the final destination.

*Mexico. INCOTERM-DAP (Delivered at Place).*

HAWORTH'S U.S.A. Price List Catalogs include freight charges for normal surface transportation to a United States point of exportation within the 48 contiguous states. HAWORTH has the right to determine the carrier, method of shipment and routing.

Buyer will be responsible for all on-carriage and customs clearance from the point of exportation to the final destination. Buyer assumes risk of loss when goods are delivered to a United States point of exportation.

Note: Under all shipping terms, extra expense resulting from buyer's request for expedited transportation, special carrier, packaging, shipping method and/or routing will be billed to buyer.

### Return Material Authorization

If the return is the fault of the government, the customer must request a return authorization through the HAWORTH Customer Service Department to return unused product. If HAWORTH agrees to repurchase the product, the customer must return it freight prepaid to HAWORTH, F.O.B. the original shipping point. The customer must also pay HAWORTH a handling charge equal to a maximum of 25 percent of the invoice product price.

### Use and Installation of Products

HAWORTH recommends that its products be installed by certified installers according to HAWORTH's written installation procedures. The customer agrees to use HAWORTH products properly; not to remove or alter safety devices, warnings, or operating instructions placed on products by HAWORTH; and to instruct employees as to the proper care and use of the products according to printed instructions.

### Order Placement, Order Changes, and Cancellations

All orders (including RUSH and RUSH Wood), order changes, and cancellations MUST BE SUBMITTED TO HAWORTH IN WRITING BY THE ORDERING ACTIVITY. NO CANCELLATION CHARGE WILL APPLY PRIOR TO PRODUCTION. NO VERBAL ORDERS OR CHANGES WILL BE ALLOWED.

Ordering activities must submit complete and accurate delivery orders. THE TIME OF DELIVERY PERIOD AS SPECIFIED HEREIN BEGINS ON THE DATE OF RECEIPT OF A COMPLETE AND ACCURATE DELIVERY ORDER.

### Purchase Order Information

To ensure orders are processed accurately and within requested time frames, delivery orders must contain complete and accurate information as follows.

Contract Number -	GS-03F-057DA. This is required for ALL purchases made using this Federal Supply Schedule contract regardless of the dollar value of the purchase order.
Date -	The order date and the award date must be on or before the expiration date of this contract.
Seller -	HAWORTH, Inc. must be listed as the seller. Orders may be submitted "in care of" an authorized HAWORTH dealer with HAWORTH's address. Example: HAWORTH, Inc. c/o (Dealer Name) Dealer Address
Shipping Address -	Provide complete addressing and delivery information.
Invoicing Address -	Provide complete addressing information and number of copies required.
Terms -	Net 30 days.
Product -	Provide correct and complete product specifications including fabrics, finishes and colors as required. Products available in this contract will vary according to the lead time program (Normal, RUSH) selected. The availability of fabrics, finishes, colors will vary according to the product and lead time program selected.
Remittance Address-	HAWORTH, Inc. P.O. Box 93237 Chicago, IL 60673-3237
Pricing -	Provide the correct extended dollar totals. Discounts vary according to the lead time program selected and the size of the order. Ensure that the pricing and discounts used correspond to the lead time program selected.
Signature -	An authorized agency signature is required.

**Price Books:** The list price catalogs for Haworth products are available through the link below:

<http://www.haworth.com/resources/product-info/price-lists>

Contact your authorized HAWORTH dealer for additional information.

Product	Lead Time	Dollar Range at List	Dollar Range at Net	GSA Discount
<b>SIN 33721</b>				
<b>Unigroup Systems [AA], Unigroup Too [AC], Compose [BC], Adaptable Components [CA]</b>	Normal	\$1-\$2,062,706	\$1-\$498,762	75.556%
	Rush	\$1-\$282,885	\$1-\$100,000	64.74%
<b>SIN 33721</b>				
<b>Places [BA/DA]</b>	Normal	\$1-\$953,834	\$1-\$250,000	75.00%
		\$953,835-\$2,062,706	\$250,001-\$498,762	75.82%
	Rush	\$1-\$282,885	\$1-\$100,000	64.74%
<b>SIN 33721</b>				
<b>Premise [FA], If [IF]</b>	Normal	\$1-\$753,516	\$1-\$498,759	75.556%
	Rush	\$1-\$164,834	\$1-\$70,500	57.35%
<b>SIN 33721</b>				
<b>Planes Tables [TA0/TA1]</b>	Normal	\$1-\$399,893	\$1-\$150,000	66.00%
	Rush	\$1-\$231,588	\$1-\$100,000	56.93%
<b>SIN 33721</b>				
<b>Cultivate, Immerse, Pop Up Tables [CL]</b>	Normal	\$1-\$63,939	\$1-\$25,000	60.90%
		\$63,940-\$130,548	\$25,001-\$50,000	61.70%
		\$130,549-\$399,893	\$50,001-\$150,000	62.49%
	Rush	\$1-\$231,588	\$1-\$100,000	56.93%
<b>SIN 33721</b>				
<b>Jump Stuff, Ergo Work tools, Belong, Belong Screens [YA0, YA1]</b>	Normal	\$1-\$500,000	\$1-\$266,850	50%
	Rush	\$1-\$100,000	\$1-\$60,000	40%
<b>SIN 33721</b>				
<b>950 Series Storage [MA]</b>	Normal	\$1-\$1,550,388	\$1-\$500,000	67.75%
	Rush	\$1-\$148,515	\$1-\$60,000	59.70%
<b>SIN 33721</b>				
<b>X-Series Case goods, Desks, Towers and lockers [FM0, FM1, FM2]</b>	Normal	\$1-\$1,453,488	\$1-\$500,000	70.70%
	Rush	\$1-\$440,072	\$1-\$170,000	61.47%
<b>SIN 33721</b>				
<b>X-Series Peds [FP]</b>	Normal	\$1-\$1,453,488	\$1-\$500,000	71.70%

	Rush	\$1-\$440,072	\$1-\$170,000	61.47%
<b>V Series [VS], Beside [BD]</b>	Normal	\$1-1,453,488	\$1-\$500,000	65.60%
	Rush	\$1-\$440,072	\$1-\$170,000	61.47%
<b>A Series [AT], Maari [MR]</b>	Normal	\$1-\$1,190,477	\$1,\$500,000	58.00%
<b>Hello, ToDo, Composites, Forenze, Galerie, Prescott, Tally, Tuxedo, Openest, Riverbend, Pebble, Poppy, Pip [QA0, QA1], Reside Desk [PT]</b>	Normal	\$1-\$179,856	\$1-\$80,000	55.20%
		\$179,857-\$688,547	\$80,001-\$300,000	56.43%
	Rush	\$1-\$180,018	\$1-\$100,000	44.59%
<b>Intuity [IN]</b>	Normal	\$1-\$1,304,460	\$1-\$500,000	61.67%
<b>Candor, Lively [SA]</b>	Normal	\$1-\$492,611	\$1-\$200,000	60.00%
<b>Masters [RA]</b>	Normal	\$1-\$688,547	\$1-\$300,000	58.22%
	Rush	\$1-\$180,018	\$1-\$100,000	44.59%
<b>Monaco [IA]</b>	Normal	\$1-\$144,676	\$1-\$50,000	65.44%
		\$144,677-\$596,659	\$50,001-\$200,000	66.48%
	Rush	\$1-\$257,201	\$1-\$100,000	61.22%
<b>Improv [JA], Look [S10]</b>	Normal	\$1-\$100,000	\$1-\$34,500	65.50%
	Rush	\$1-\$238,549	\$1-\$93,034	61.00%
<b>Zody</b>	Normal	\$1-\$100,000	\$1-\$42,500	60.558%
		\$100,001-\$171,053	\$42,501-\$65,000	62.00%
	Rush	\$1-\$100,000	\$1-\$46,000	54.00%
<b>Very Seating [VY], Very Task [VT]</b>	Normal	\$1-\$100,000	\$1-\$42,500	57.50%
		\$100,001-\$171,053	\$42,501-\$65,000	62.00%
<b>X99 [X9]</b>	Normal	\$1-\$182,206	\$1-\$68,000	67.80%
	Rush	\$1-\$125,000	\$1-\$50,000	60.00%
<b>Fern [FN]</b>	Normal	\$1-\$428,265	\$1-\$200,00	59.26%

<b>Soji [ST]</b>	Normal	\$1-\$450,450	\$1-\$200,000	55.6%
<b>NEW</b>				
<b>Enclose [EN/WA]</b>	Normal	\$1-\$100,000	\$1-\$42,500	57.50%
<b>Jive [JV]</b>	Normal	\$1-\$100,000	\$1 or More	60.00%
<b>Haworth Health [HC0], Atwell [HC1]</b>	Normal	\$1-\$467,290	\$1-200,000	57.20%
<b>Haworth Collections [CH]**</b>	Normal	\$1-\$1,250,000	\$1-\$500,000	60.00%
<b>Janus et Cie [JC]</b>	Normal	\$1-\$100,000	\$1 or More	35.00%
<b>Be_Hold Storage [BH]</b>	Normal	\$1-\$43,000	\$1 or More	57.00%
<b>Cabana Lounge [CB], Resonate Lounge [RL], Veda [VE]</b>	Normal	\$1-\$1,000,000	\$1 or More	54.00%
<b>Power Base [SP]</b>	Normal	\$1-\$139,250	\$1-\$52,915	62.00%
<b>Upside [US]</b>	Normal	\$1-\$1,000,000	\$1 or More	62.222%

\*\* Haworth Collection offered on contract:

Collaborate Seating

Lyda

Larkin

M\_Sit Lounge Seating

## Reconfiguration Relocation Services - Systems Furniture/Office Furniture

	<u>Hourly Rate</u>
Standard	\$80.00
Standard OT	\$120.00
Std Double Time/ Holiday	\$160.00
Union	\$125.00
Union OT	\$187.50
Union DT/Holiday	\$250.00

## Office Design/Layout Services

	<u>Hourly Rate</u>
Standard	\$55.50
Walls - Standard	\$85.00

## Project Management Services

	<u>Hourly Rate</u>
Standard	\$68.52

The following conditions may result in additional costs:

- ☐ Inside Delivery
- ☐ Special site conditions (including but not limited to: no elevator access, dock restrictions, street loading, stair carry)
- ☐ Conflicts with other trades
- ☐ Facility security restrictions (including but not limited to- personnel clearance, x-rays, escorts)
- ☐ Delays or restrictions due to work of other contractors (including but not limited to- cabling, carpentry, electrical, etc.)
- ☐ Schedule or customer-driven delivery changes (including but not limited to- rush install, site/building delays, permit delays)
- ☐ Other job-site related functions (including but not limited to- product storage, site prep & clean-up, removal or disposal of existing products)
- ☐ Installation personnel costs (including but not limited to- insurance, bonds, permits)
- ☐ Site-specific travel

The above situations will result in additional costs or hours, quoted on a case by case basis.

Other terms and conditions

- ☐ Electrical Hookup- Hardwiring of electrical is not included and must be supplied by licensed electrician.
- ☐ Installer's Responsibility- The installers are responsible for clearing all furniture packing materials from the site, cleaning the furniture they installed and noting any warranty work or parts needed during a final walk through inspection with the customer.
- ☐ Job Site Conditions- The job site must be ready to accept furniture with construction complete (ceiling grid and tile in, wall covering/paint done, carpet and baseboard finished, electrical/data work done, etc.) and the space free of trades (punch list trades only), as well as clean and free of debris. Adequate facilities for off-loading, staging, moving and handling of merchandise shall be provided.
- ☐ Job Site Services- Electric current, heat/ventilation, hoisting and/or elevator service will be furnished without charge to installer.
- ☐ Labor- Installer's ability to erect or assemble furniture knocked down or to permanently attach, affix, or bolt in place movable furniture is dependent on jurisdictional agreements. If trade regulations enforced at the time of installation require the use of tradesmen at the site other than the installer's own installation personnel or subcontractor, resulting additional costs will be paid by customer.
- ☐ Partial payment is allowed and expected for partial performance, as approved by the customer.



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

John Paine, Purchasing Agent

**Sponsored by:**

Mayor William S. Stimpson

**Purpose and Scope of Project:**

To approve issuance of purchase order to Stivers Ford Lincoln Inc for 3 2022 Ford Expedition SUVs.

General fund.

**Amount of Contract:**

\$153,618.00

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
20220407 Stivers Agenda Package POs	Cover Memo	4/7/2022

**REVIEWERS:**

Department Reviewer	Action	Date
Mayors Office      Barber, James	Approved	4/7/2022 - 2:08 PM

# AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

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FUNDING SOURCE:

Associated Costs:

*\*If Cost will continue, write "indefinite" and list project annual cost.*

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## **RESOLUTION**

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

<b>Requisition</b>	<b>Fiscal Year</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>	<b>Vendor</b>
<u>8226</u>	2022	(F7000) MOTOR POOL	3 2022 FORD EXPEDITION 4DR SUVS (AL STATE CONTRACT)	\$153,618.00	(292393) <u>STIVERS FORD</u> <u>LINCOLN INC</u>

Adopted:

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City Clerk



Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008226-00 FY 2022 PO 22007720 Acct No: 7000.40.20.0000.0000.2070.0000.0000.47030. Review: Buyer: Status: Converted	Page 1
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Vendor  
STIVERS FORD LINCOLN INC  
4000 EASTERN BLVD

MONTGOMERY, AL 36116

Tel#334-613-5000  
Fax 334-613-5018

Ship To  
MOTOR POOL  
745 BROAD STREET

MOBILE, AL 36604  
CARTERD@CITYOFMOBILE.ORG

Delivery Reference  
DIANE CARTER-MCCARTY

Deliver To  
MOTOR POOL  
745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/06/22	1292393	04/06/22			MOTOR POOL

LN Description / Account	Qty	Unit Price	Net Price
001 FULL SIZED SUV AS SPECIFIED:	3.00	51206.00000	153618.00

Additional Description Notes

2022 FORD EXPEDITION 4 DOOR SUV.

AS PER STATE OF ALABAMA CONTRACT T-191L MA20000000210

QUOTE DATED 4-6-2022

1 7000.40.20.0000.0000.2070.0000.0000.47030.	153618.00
----------------------------------------------	-----------

Ship To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604  
Delivery Reference  
DIANE CARTER-MCCARTY

Deliver To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604

002 DELIVERY BY DEALER TO CITY OF MOBILE BY STIVERS FORD. FROM 4000 EASTERN BLVD MONTGOMERY ALABAMA TO CITY OF MOBILE MOTOR POOL 745 SOUTH BROAD STREET, MOBILE	3.00 EACH	176.00000	528.00
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008226-00 FY 2022 PO 22007720 Acct No: 7000.40.20.0000.0000.2070.0000.0000.47030. Review: Buyer: Status: Converted	Page 2
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Vendor  
STIVERS FORD LINCOLN INC  
4000 EASTERN BLVD

MONTGOMERY, AL 36116

Tel#334-613-5000  
Fax 334-613-5018

Ship To  
MOTOR POOL  
745 BROAD STREET

MOBILE, AL 36604  
CARTERD@CITYOFMOBILE.ORG

Delivery Reference  
DIANE CARTER-MCCARTY

Deliver To  
MOTOR POOL  
745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/06/22	292393	04/06/22			MOTOR POOL

LN	Description / Account	Qty	Unit Price	Net Price
	ALABAMA 176 MILES X \$1.50 PER MILE AS PER STATE OF ALABAMA CONTRACT.			

1	7000.40.20.0000.0000.2070.0000.0000.47030.			528.00
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Ship To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604  
Delivery Reference  
DIANE CARTER-MCCARTY

Deliver To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604

# [Requisition Link](#)

Requisition Total	154146.00
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## \*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
7000.40.20.0000.0000.2070.0000.0000.47030.		
MOTOR POOL EXP	154146.00	
	GAIN/LOSS FIXED ASSETS	

## \*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
Approved	04/07/22	DIANE MCCARTY	
Approved	04/07/22	CHARLES SUMRALL	Auto approved by: 910513661

<b>Bill To</b> ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	<b>Requisition</b> 00008226-00 FY 2022 <b>PO</b> 22007720 <b>Acct No:</b> 7000.40.20.0000.0000.2070.0000.0000.47030. <b>Review:</b> <b>Buyer:</b> <b>Status:</b> Converted	Page 3
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**Vendor**  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

**Ship To**  
 MOTOR POOL  
 745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

Tel#334-613-5000  
 Fax 334-613-5018

**Delivery Reference**  
 DIANE CARTER-MCCARTY

**Deliver To**  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/06/22	292393	04/06/22			MOTOR POOL

LN	Description / Account	Qty	Unit Price	Net Price
Approved	04/07/22 KINA ANDREWS			
Approved	04/07/22 JAMES DELAPP			
Approved	04/07/22 DONNA MICHELE STANLEY			
Approved	04/07/22 DONALD ROSE			
Approved	04/07/22 SANDRA LEWIS			
Approved	04/07/22 JOHN PAINE			

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature

## T191 Vehicle Master Agreement

999 20*221 Stivers Ford Lincoln VC000042177 Effective Date: 4/1/20 – 4/1/23			
	Make	Model	Price
Line 1	Ford	Explorer	\$25,957.00

999 21*75 Stivers Ford Lincoln VC000042177 Effective Date: 11/12/20 – 11/12/22			
	Make	Model	Price
Line 1	Ford	F150 ½ Ton Crew Cab 2WD	\$25,841.00
Line 3	Ford	F250 ¾ Ton Extended Cab 4WD	\$28,769.00

999 21*76 Donohoo Chevrolet VC000049701 Effective Date: 11/12/20 – 11/12/22			
	Make	Model	Price
Line 1	Chevrolet	Suburban Large Sport Utility Vehicle	\$41,573.00

999 21*129 Stivers Ford Lincoln VC000042177 Effective Date: 1/1/21 – 11/12/22			
	Make	Model	Price
Line 1	Ford	F250 3/4 Ton Extended Cab 2WD Standard Bed	\$26,267.00
Line 2	Ford	F150 1/2 Ton Extended Cab 4WD Short Bed	\$25,270.00
Line 3	Ford	F150 ½ Ton Crew Cab 4WD	\$28,702.00

999 21*235 Stivers Ford Lincoln VC000042177 Effective Date: 5/28/21 – 11/12/22			
	Make	Model	Price
Line 1	Ford	Ford F250 ¾ Ton Crew Cab 2WD Standard Bed	\$27,575.00
Line 2	Ford	Ford F250 ¾ Ton Crew Cab 4WD Standard Bed	\$30,025.00



State of Alabama  
Department of Finance  
Division of Purchasing  
Master Agreement

**Modification**

**CONTRACT INFORMATION**

**MASTER AGREEMENT NUMBER:** MA 999 200000000221

**NOT TO EXCEED AMOUNT:**

Begin Date: 04/01/2020

Procurement Folder: 1024611

Expiration Date: 04/01/2023

Procurement Type: Master Agreement

Solicitation Number:

Replaces Award Document:

Award Date:

Replaced by Award Document:

Modification Date: 03/29/22

Version Number: 5

**CONTACT INFORMATION**

**REQUESTOR:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**ISSUER:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**BUYER:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**CONTRACT DESCRIPTION**

MA-NON-ALTERNATIVE FUEL VEHICLES - T191

OLD T191 NON-ALTERNATIVE FUEL VEHICLES

**Ship To:**

**Bill To:**

**REASON FOR MODIFICATION**

**VENDOR INFORMATION**

**Name /Address:**

VC000042177: Stivers Ford Lincoln

4000 Eastern Boulevard

Montgomery AL 36116

**Contact:**

Billy Bruce

3346135000 EXT: 5056

Bbruce@Stiversonline.Com

## COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$25,957.000000	\$0.00			\$0.00	\$0.00

0718027 - UTILITY VEHICLES, MIDSIZE  
 FORD EXPLORER UTILITY SUV 4 DOOR  
 MIDSIZE UTILITY CLASS SUV, VEHICLE TO BE 4 DOOR WITH ALL STANDARD AND SAFETY FEATURES.  
 7-PASSENGER SEATING

WHEELBASE TO BE A MINIMUM OF 114 AND A MAXIMUM OF 121".  
 WIDTH TO BE A MAXIMUM OF 80" W/O MIRRORS.  
 MINIMUM 4 CYLINDER ENGINE  
 AUTOMATIC TRANSMISSION  
 DAYTIME RUNNING LIGHTS  
 REAR VIEW CAMERA  
 MINIMUM GROUND CLEARANCE 7.75"  
 MINIMUM FUEL TANK CAPACITY OF 17.5 GALLONS

MAKE: FORD

MODEL: EXPLORER

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

0720117 - TRUCK, PICKUP, MID SIZE EXTENDED CAB, SINGLE REAR WHEEL, SHO  
 NO LONGER AVAILABLE - FORD RANGER TRUCK  
 No Longer Available.

MAKE: FORD

MODEL: RANGER

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0		\$0.000000	\$0.00			\$0.00	\$0.00

0710490 - VEHICLES AND OTHER FLEET EQUIPMENT  
 VEHICLE OPTIONS  
 VEHICLE OPTIONS:  
 TO BE BILLED AT DEALER INVOICE PRICING.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
4	0		\$0.000000	\$0.00			\$0.00	\$0.00

96286 - Transportation of Goods, Shipping and Handling, and Other Fr  
 VEHICLE DELIVERY  
 VEHICLE DELIVERY

SEE SPECIFICATION SHEET FOR DETAILS.

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved:



Purchasing Director

APPROVALS			
Date	Status Before	Status After	Approver

	Document Phase	Document Description	Page 3
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

**Authority:**

The Department of Finance Code of Administrative procedure, Chapter 356-4-1 effective September 7, 2012 is incorporated by reference and made a part of this document. To view the Code of Administrative procedures visit our website [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov).

**Choice of Law; Venue:**

This Contract will be governed by laws of the State of Alabama and the sole venue for litigation and alternative dispute resolution activities will be the City of Montgomery in the State of Alabama.

**Not to Constitute a Debt of the State:**

The terms and commitments contained in the RFB, or any contract resulting from this RFB, shall not constitute a debt of the State of Alabama, the incurring of which is prohibited by Section 213 of the Official Recompilation of the Constitution of Alabama, 1901, as amended by Amendment No. 26.

**Bid Response Instructions:**

In order to submit a responsive bid, bidder must read and follow all instructions, terms, conditions and specifications of this solicitation.

1. Bid envelope(s)/package(s)/box(es) must be identified with the bid number and opening date. Each individual bid must be submitted in a separate envelope. Responses to multiple bid numbers submitted in the same package that are not in separate envelopes and properly identified will be rejected. The Division of Purchasing does not assume responsibility for late bids for any reason including those due to postal or courier service. Bid responses must be in the Division of Purchasing office prior to the "close date and time" indicated on the bid.
2. Bid responses must be in ink or typed on this document, or replicated in the exact format. Signatures must be handwritten originals in ink or the bid will be rejected. Unless indicated in the bid, all price pages must be completed and returned. If an item is not being bid, identify it as N/B (no-bid). Pages should be secured. The Division of Purchasing does not assume responsibility for missing pages. Faxed/emailed bid responses will not be accepted.
3. The unit price always governs regardless of the extended amount. A unit price change on a line must be initialed by the person signing the bid or that line will be rejected. Price changes include but are not limited to cross-out, strike-over, ink-over, white-out, erasure, or any other method changing the price.
4. The Division of Purchasing requires an original and a minimum of one exact copy of the signed, notarized bid to include any required addendum(s) and documentation. The original and the copy should be submitted together as a bid package.
5. An improperly submitted bid, late bid or a bid that is canceled on or before the opening date may be retrieved during normal business hours. These bids will be held for 90 days then destroyed. The Division of Purchasing assumes no responsibility for the document after 90 days. Bids retrieved by vendor(s) are considered withdrawn and vendor(s) relinquishes all rights to protest.

**Bid rejection:**

Bidders shall not place any qualification, exceptions, conditions, reservations, limitations, or substitutions in their bid concerning the contract terms and conditions. Any such qualifications, exceptions, conditions, reservations, limitations or substitutions shall result in rejection of the bid.

Bids that are improperly submitted or received late will be documented for record but will not be returned nor will bidder be notified.

The following is a partial list whereby a bid response will be rejected:

Bid number not on envelope/package/box

Bid responses with multiple bid numbers in same envelope not properly identified

Bid responses received late

	Document Phase	Document Description	Page 4
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

**Bid responses not signed/not original signature**

**Bid responses not notarized/not original signature of notary and/or notary expiration**

**Bidder notarized own signature**

**Required information not submitted with bid response**

**Failure to submit the original bid and a complete exact copy**

**Bid response received from non-subscribed/expired vendor (Effective March 1, 2021 Subscriptions will no longer be required)**

**Beason-Hammon Alabama taxpayer and Citizen Protection Act (Act 2011-535 and as amended by Act 2012-491)**

**As a condition for award of this bid, the vendor acknowledges the following:**

**“By signing this contract, the contracting parties affirm, for the duration of any agreement that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.”**

Verification of enrollment in the E-verify program will be required prior to any award to a vendor who employs one or more employees within the State of Alabama. E-verify documentation should be identified with the bid number and the buyer name. Failure to provide documentation within 5 calendar days of notification will result in the rejection of your bid. To enroll in the E-verify program visit [www.dhs.gov/e-verify](http://www.dhs.gov/e-verify).

#### **Certification Pursuant to Act no. 2006-557**

Alabama Law (section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting, and remitting Alabama State and local sales, use, and/or lease tax on all taxable sales and leases into Alabama. By submitting this bid, the bidder is hereby certifying that they are in full compliance with Act no. 206-557, they are not barred from bidding or entering into a contract pursuant to 41-4-116, and acknowledges that the awarding authority may declare the contract void if the certification is false.

Information and assistance to minority and women-owned businesses in acquiring M/WBE certification may be obtained from the office of minority business enterprises at [www.adeca.alabama.gov](http://www.adeca.alabama.gov)

In compliance with Act 2016-312, by submitting this bid the contractor hereby certifies that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this State can enjoy open trade.

#### **\*\*\*\*\*STANDARD TERMS and CONDITIONS \*\*\*\*\***

**Vendor Registration and Subscription Fee (Effective March 1, 2021 Subscriptions will no longer be required)**

Vendors may receive bid notices by registering at the State of Alabama vendor self-service (VSS) portal, <https://procurement.staars.alabama.gov>. Vendors wishing to respond to Requests for Bids (RFB) opening prior to March 1, 2021 must be subscribed. Once registered, you may subscribe by clicking the “Pay Subscription Fee” link at the top of the VSS home page. Payments must be made by credit or debit card.

Subscribed Vendors should provide their VSS-assigned vendor number on all bid submissions. Doing so prevents unnecessary delays in verifying that a vendor is presently subscribed in VSS. Bid responses will not be accepted from non-subscribed vendors. (Effective March 1, 2021 Subscriptions will no longer be required.)



	Document Phase	Document Description	Page 5
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

In the event a vendor fails to provide its VSS-assigned vendor number or provides an incorrect number, the State reserves the right to clarify this information with the vendor. Failure of the vendor to provide the requested clarification within five (5) calendar days may result in the vendor's response being rejected as non-responsive. A vendor's subscription must be maintained throughout the term on an active contract, to include any renewal periods. (Effective March 1, 2021 Subscriptions will no longer be required.)

#### **Communication during Solicitation Process**

There shall be no communication between vendors and the State agency requisitioning the good(s) or service(s) from the time the solicitation is published until the award is posted as final. Unless stated elsewhere in the solicitation, any communications, either written, oral, or electronic between the Vendor and the requisitioning State agency must come through the Division of Purchasing buyer administering the solicitation. Failure to abide by this term and condition may result in disciplinary actions up to debarment.

#### **Non-appropriation of funds**

Continuation of any agreement between the State and a bidder beyond a fiscal year is contingent upon continued legislative appropriation of funds for the purpose of this bid and any resulting agreement. Non-availability of funds at any time shall cause any agreement to become void and unenforceable and no liquidated damages shall accrue to the State as a result. The State will not incur liability beyond the payment of accrued agreement payment.

#### **Proration**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

#### **Intent to Award**

The State of Alabama – Division of Purchasing will issue an 'Intent to Award' before a final award is made. The 'Intent to Award' will continue for a period of five (5) calendar days, after which the award will be final provided there are no protests. Upon final award, all rights to protest are forfeited. A detailed explanation of this process may be reviewed in the Alabama Administrative Code – Chapter 355-4-1(14). All protest communications filed via email must be sent to [protests@purchasing.alabama.gov](mailto:protests@purchasing.alabama.gov)

#### **Alternate Bid Response**

Unless stated elsewhere in this Request for Bid (RFB) the State of Alabama will accept and evaluate alternate bid submittals on any Request for Bid's (RFBs) provided the response meets all bid requirements.

#### **Internet Website Link's**

Internet and/or website links will not be accepted in bid responses as a means to supply any requirements stated in this Request for Bid (RFB).

#### **Product Delivery, Receiving and Acceptance**

In accordance with the Universal Commerce Code (Code of Alabama, Title 7), after delivery, the State of Alabama has the right to inspect all products before accepting. The State will inspect products in a reasonable timeframe. Signature on a delivery document does not constitute acceptance by the State. The State will accept products only after satisfactory inspection.

#### **Sales Tax Exemption**

Pursuant to the Code of Alabama, 1975, Title 40-23-4 (A)(11), the State of Alabama is exempt from paying sales tax. An exemption letter will be furnished upon request.

#### **Invoices**

Inquiries concerning invoice payments are to be directed to the receiving agency.

	Document Phase	Document Description	Page 6
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

#### **Bid Reponses and Bid Results**

Unevaluated Bid Responses are available on our website at [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov). The complete bid file will be made available for review in the Division of Purchasing by scheduling an appointment. We do not provide copies of bid files.

#### **Foreign Corporation – Certificate of Authority**

Alabama Law provides that a foreign corporation (an out-of-state company/firm) may not transact business in the State of Alabama until it obtains a Certificate of Authority from the Secretary of State. Section 10-2B15.01, Code of Alabama 1975. To obtain forms for a Certificate of Authority, contact the Secretary of State, Corporations Division, (334) 242-5324. The Certificate of Authority does not prevent the vendor from submitting a bid.

#### **Alabama Preferred Vendor**

A “Preferred Vendor” shall be a person, firm, or corporation that is granted preference priority by meeting all of the following criteria as established by the Code of Alabama Section 41-16-20.

Priority 1. Produces or manufacturers the product within the State.

Priority 2. Has an assembly plant or distribution facility for the product within the State.

Priority 3. Is organized for business under the applicable laws of the State as a corporation, partnership, or professional association and has maintained at least one retail outlet or service center for the product or service within the State for not less than one year prior to the deadline date for the competitive bid.

Preferred vendor status must be indicated on the pricing page(s) of your bid response in order to be considered for preferred vendor preference. By signing this bid, you affirm that the item(s) indicated meet all three criteria of a preferred vendor.

Bid item(s) meeting the criteria of preferred vendor where pricing is within 1% of the lowest compliant bid may be considered for award by the awarding authority.

	Document Phase	Document Description	Page 7
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

#### **Award:**

Award will be made by line (Vehicle) to the lowest responsible bidder meeting all specifications. However, life cycle costing will be used to determine the lowest responsible bidder based on a 5 year/ 55,000 mile residual value listed in the NADA guide, or the average rate of depreciation as calculated by money-zine.com for the make/model year vehicle bid.

The life cycle cost residual value will be calculated by ALDOT's Office of Fleet Management during the evaluation by using the NADA guide for the month in which the bid is opened for the bid on a 2016 make/model year of that exact vehicle for a 2011 make/ model year with standard options. If the make and model year of vehicle bid is not listed in the NADA guide, money-zine.com will be used to calculate the average rate of depreciation which will be the total life cycle cost for that vehicle.

Each awarded vehicle will also be awarded a vehicle option line and a vehicle delivery line. These line items will not be used in the calculation of the total life cycle cost nor will they figure into the award evaluation. The unit price for those line items must be left blank.

Bid withdrawal prior to award, vendors will have until 5:00 pm central time on the 3rd business day after the bid opening to withdraw any bid price. Bid prices not withdrawn will stand and any resulting contract awarded must be honored for the term of the contract period. Failure to withdraw pricing as outlined above may result in the cancellation of the contract, and the vendor being barred from bidding on future bids for an indeterminate period. Bid withdrawals must be submitted to the buyer in writing. Emailed letters on vendor's letter head will be accepted.

#### **Delivery charges:**

There are no delivery charges for delivery of vehicles within a twenty (20) mile radius. Delivery charges will be from the contract vendor's dealership to the delivery destination. The maximum charge for delivery is \$1.50 per mile, calculated one way from the contract vendor's dealership to the delivery destination. Delivery mileage can be calculated via any internet mapping tool. Documentation showing mileage calculations may be requested from the agency, State Purchasing, or the ordering entity and must be provided within two (2) business days from the date of request.

#### **In State Dealership:**

Effective June 3, 2015, **Act 2015-306, SB20**, amends Section 23-1-50.1, Code of Alabama 1975, to require that state motor vehicles acquired for the Fleet Management Program of the Department of Transportation or other state operated motor vehicle acquisition program must be purchased or leased from a motor vehicle dealership located in this state.

#### **Administrative fee:**

Awarded bidder(s) are to pay the State an administrative fee for all sales paid under this contract. This fee will be 1% (0.01) of the total dollar amount for all sales paid. The fee is to be remitted the first month of each quarter before the 20th and will represent a single, one-time payment for all sales paid during the prior quarter and as adjusted for errors associated with earlier quarters. This fee is not to be listed as a separate cost on invoices. The awarded bidder(s) will be required to provide a summary report each quarter before the 20th listing sales paid during the prior calendar quarter. This report is to include the quarter being reported, the master agreement number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report is to be sent electronically to telecom.admin@oit.alabama.gov. A copy of the summary report is to also accompany the payment. The remittance is to be identified with the reporting quarter and master agreement number. Failure to comply with provisions of this paragraph will be grounds for termination of the contract(s).

Reports and Payments will be due according to the following schedule:

October, November, December – Due by January 20<sup>th</sup>

January, February, March – Due by April 20<sup>th</sup>

April, May, June – Due by July 20<sup>th</sup>

July, August, September – Due by October 20<sup>th</sup>

Remittance is to be payable to the "State of Alabama Department of Finance" and be sent to:

	Document Phase	Document Description	Page 8
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Alabama Department of Finance  
Division of Accounting and Administration  
PO Box 300658  
Montgomery, Alabama 36130-0658

The definition of sale, for the purpose of this bid only, will be at the time of vehicle delivery and acceptance by the agency. Administrative fees will be due by the 20th of the month following the month of delivery. For example, administrative fees for vehicles delivered during the month of April will be due by the 20th of May.

Only the base vehicle price will be used toward the "total dollar amount" for calculating the administrative fees. Administrative costs, such as title fees and charges for options will not be included in the calculation of the administrative fees.

Failure to comply with the provisions of this term and conditions as outlined above, will result in the cancelation of the contract, and the vendor's possible debarment from doing business with the State of Alabama for an indeterminate period

#### **Vehicles, Non-Alternative Fuel:**

Production/close-out dates:

This contract is for the current year model only. The manufacturer determines production and close out dates, which will be provided by the awarded vendors to State Purchasing at the earliest possible date. State Purchasing will then post these dates on the contract online.

Delivery dates shown on the contract are estimates only, as dealers do not have control over production schedules.

Agencies are encouraged to order as soon as the contract(s) are put in place. Orders placed just before the vendor cut-off dates run the risk of delayed delivery and possible order cancellation.

Delivery/pick-up:

If vehicle delivery exceeds twenty (20) miles, vehicle(s) will either be picked-up at the contract dealership, or delivered to the delivery destination per the delivery charges term and condition with the cost of delivery added to the PO on the vehicle delivery line.

When vehicles are ready to be pickup at the dealership the contract vendor must notify the ordering agency. The ordering agency will make every effort to pick up the vehicle(s) within seven (7) calendar days.

All vehicles delivered/picked up must have 2 sets of keys and a minimum of 5 gallons of fuel.

Warranty cards and service policy must accompany each vehicle when they are delivered/picked-up, as the warranty will go into effect at this time. Vehicles must also be serviced and ready for use at time of delivery/pick up.

All titles, fees, as well as other charges, are to be paid by the contract vendor. The vendor must furnish a prepaid certificate of title in the name of the agency that purchased the vehicle(s). The title will change upon acceptance of delivery to the agency.

Standard features and options:

"Purchasing optional equipment on state motor vehicles that is unnecessary for the proper functioning of the automobile or safety of the driver and passengers" is prohibited by state law on this contract.

All vehicles shall come equipped with all standard equipment and options as shown as part of the base vehicle. This standard equipment and options on the base line must be factory installed.

Options not listed as part of the awarded base vehicle must be sold under the vehicle option line and must be factory installed, unless approved by state purchasing prior to award, and must be sold at dealer invoice cost.

All vehicles being ordered with additional options beyond those shown on the base vehicle contract line must have a quote from the awarded vendor showing the options code and dealer invoice price.

	Document Phase	Document Description	Page 9
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Vehicles sold under this contract must be free of dealership logos, decals, or advertising.

**Colors:**

Vehicles must be factory colors with matching interior. Colors will be stated on the purchase order. If no color is specified, the vendor will order with factory white color with matching interior.

**Passenger vans disclaimer:**

Some vans that appear on this contract do not conform to federal school bus safety standards and they may not be sold for use as school buses or activity buses.

**Contract period:**

Establish a 12 month contract with an option to extend for a second, third, fourth, and fifth 12 month period with the same pricing, and terms and conditions. The second, third, fourth, or fifth 12 month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12 month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12 month period.

**Ordering process:**

Purchases for state agencies will be made by contract release orders showing specific shipping information. Cities, counties, school systems and other political subdivisions will be responsible for issuing their own purchase orders directly to the vendor.

**Proration:**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

**Manufacturer, Stock/Model numbers:**

At the end of each line item where spaces are marked MFR" and MODEL, the vendor is to indicate the manufacturer and model necessary to complete each unit as specified.

**Descriptive literature:**

Vendors may be required to provide complete descriptive, technical literature for evaluation. Reference to literature with a previous bid or to a website will not satisfy this requirement.

Literature, if requested, must be provided within 5 business days from the date of request. The literature must show the line item number on the bid and the make/model. Failure to provide the literature as outlined above will result in the rejection of your bid on that line item.

Physical inspection and operational evaluation may also be required without cost or obligation to the State of Alabama.

**Requested information:**

Any additional information requested from a vendor must be furnished within five (5) days from receipt of request.

**Firm Pricing:**

All prices quoted must be firm for a period of one (1) year from the vendor's notification of award.

**OPTIONS PRICING:**

All options must be sold at dealer invoice cost. All options must be factory installed unless otherwise noted on the options price list supplied to state purchasing by the awarded vendor. Options pricing must be supplied to the agency within 2 business days from date of request. Agencies may request standard features to be deleted, if Possible, with a reduction to the vehicle cost. This reduction will be shown on the quote, invoice, requisition, and purchase order as a negative cost. Proof of dealer cost may be requested and must be supplied within 2 business days from the date of request. Failure to provide proof of dealer cost may result in contract cancellation.

	Document Phase	Document Description	Page 10
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Vendors must not enter a price on the unit price line for vehicle options or vehicle delivery. The prices for these line items will be quoted at the time the vehicle is ordered. Only the price pages with prices for the line items you are bidding on need to be returned.

#### QUOTES:

When vendors supply a quote to an agency, individual priced options must show for the base vehicle price (which matches the contract bid price). Items included in the base bid price (such as title, fuel, keys, warranty, etc.) must not be shown as separate cost on option quotes.

It would be helpful for vendors to notate the contract and line number on any quotes provided to agencies.

#### CREDIT APPLICATIONS/BUSINESS LICENSES, ETC:

Vendors may not require any state or other governmental entity buying from this contract to complete credit applications or any other forms.

State agencies or other local governmental entities purchasing from this contract may not require vendors to obtain business or other licenses or complete any other forms.

#### PURPOSE:

To establish a statewide contract for non-alternative fuel vehicles for State agencies, pricing may be made available to other local governmental agencies, Such as cities, counties, schools, universities, etc. Non-Government agencies, such as non-profit, are not eligible to purchase from this contract regardless of funding.

Payment terms: All state agencies and universities payment terms are net 30 after vehicle delivery and receipt of correct invoice.

All other local governmental entities payment terms are upon vehicle delivery and receipt of correct invoice.

\* Note: vendors may charge State or other Governmental entities purchasing from this contract interest on late payments, in accordance with Code of Alabama 41-16-3.

#### Quantity:

The exact quantity of purchases for each item listed is not known. The division of purchasing does not guarantee that the state will purchase any quantity.

**PLEASE NOTE: THE EXACT BID COPY REQUIREMENT PER ITEM NUMBER 4 UNDER AUTHORITY OF THIS RFB. PLEASE NOTE: FAILURE TO PROVIDE THE REQUIRED COPY WITH YOUR BID WILL RESULT IN THE REJECTION OF YOUR BID.**

**PLEASE NOTE: ALL PRICES MUST BE GIVEN PER THE UNIT OF MEASURE IN THE UNIT PRICE SPACE OF THE RFB DOCUMENT. FAILURE TO PROVIDE THE UNIT PRICE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

**ANY VENDOR WISHING TO BID ON THIS RFB OR ANY RFB THROUGH THE DIVISION OF PURCHASING, MUST HAVE PAID A BIENNIAL VENDOR SUBSCRIPTION FEE IN THE AMOUNT OF \$200.00 PRIOR TO SUBMITTING A BID. THE SUBSCRIPTION FEE MUST BE PAID BY EITHER AN ACCEPTED CREDIT OR DEBIT CARD OR BY ELECTRONIC CHECK THROUGH THE VENDOR'S SELF SERVE (VSS) ACCOUNT. FAILURE TO SUBSCRIBE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

#### ELECTRONIC PAYMENT

	Document Phase	Document Description	Page 11
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Vendors awarded in response to this RFB must accept EFT forms of electronic payment at no additional cost to the State.

**MANDATORY PRE-BID CONFERENCE:**

There will be a mandatory pre-bid conference for all vendors wishing to bid on this RFB. Vendors will be required to sign-in at the mandatory pre-bid conference. Only those vendors that are signed-in will be allowed to bid on this RFB. Failure to attend the mandatory pre-bid conference or failure to sign-in will result in the rejection of your bid. Vendors attending the pre-bid conference should come prepared to ask questions relative to this RFB. To conserve time, vendors should submit their question(s) in advance. The question(s) must be submitted to the buyer in writing via the email listed on page one of this FRB. Questions must be submitted in a timely manner prior to the pre-bid conference in order to allow for a proper response. Time permitting the question(s) will be answered via response of the questions submission. All questions received and answered prior to the pre-bid conference will also be addressed during the conference. Any resulting changes to the specifications or terms and conditions will be published in the form of an amendment to this RFB. The Mandatory Pre-Bid Conference will be as follow:

DATE: February 13, 2020

TIME: 9:00 am

PLACE: State Purchasing

100 North Union Street, Suite 192

Montgomery, AL 36104



State of Alabama  
Department of Finance  
Division of Purchasing  
Master Agreement

**Modification**

**CONTRACT INFORMATION**

**MASTER AGREEMENT NUMBER:** MA 999 210000000075

**NOT TO EXCEED AMOUNT:**

Begin Date: 11/12/2020

Procurement Folder: 1155201

Expiration Date: 11/12/2022

Procurement Type: Master Agreement

Solicitation Number:

Replaces Award Document:

Award Date:

Replaced by Award Document:

Modification Date: 11/19/21

Version Number: 2

**CONTACT INFORMATION**

**REQUESTOR:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**ISSUER:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**BUYER:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**CONTRACT DESCRIPTION**

MA - STATE OF ALABAMA VEHICLES

STATE OF ALABAMA VEHICLES

**Ship To:**

**Bill To:**

**REASON FOR MODIFICATION**

**VENDOR INFORMATION**

**Name /Address:**

VC000042177: Stivers Ford Lincoln

4000 Eastern Boulevard

Montgomery AL 36116

**Contact:**

Billy Bruce

3346135000 EXT: 5056

Bbruce@Stiversonline.Com



## COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$25,841.000000	\$0.00			\$0.00	\$0.00
0720225 - TRUCK, PICKUP, FULL SIZE, EXTENDED CAB, 5 PASSENGER, GASOLIN FORD F150 1/2 TON CREW CAB 2WD 1/2 TON CREW CAB 2WD, FULL FOUR DOORS SHORT BED. EQUIPPED WITH THE MINIMUM SPECIFICATIONS: 8-CYLINDER ENGINE WHEELBASE: MINIMUM 144" - 148" MAXIMUM 4-WHEEL ANTI LOCK BRAKES AUTOMATIC TRANSMISSION BLUETOOTH, AC/HEAT, AM/FM RADIO REAR VIEW CAMERA CLASS IV TRAILER HITCH WITH 4 / 7 PIN CONNECTOR. HD COOLING COMPONENTS CRUISE CONTROL, TILT STEERING WHEEL, POWER WINDOWS, DOOR LOCKS, KEYLESS ENTRY. ALL STANDARD FEATURES.  MAKE:_FORD  MODEL:_F150								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00
07190 - Vans, Cargo No Longer Available No Longer Available								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0	EA	\$28,769.000000	\$0.00			\$0.00	\$0.00
0720225 - TRUCK, PICKUP, FULL SIZE, EXTENDED CAB, 5 PASSENGER, GASOLIN FORD F250 3/4 TON EXTENDED CAB 4WD 3/4 TON EXTENDED CAB 4WD STANDARD BED. EQUIPPED WITH THE MINIMUM SPECIFICATIONS: 8-CYLINDER ENGINE WHEELBASE: MINIMUM 147" - 150" MAXIMUM 4-WHEEL ANTI LOCK BRAKES AUTOMATIC TRANSMISSION BLUETOOTH, AC/HEAT, AM/FM RADIO REAR VIEW CAMERA CLASS IV TRAILER HITCH WITH 4 / 7 PIN CONNECTOR. HD COOLING COMPONENTS CRUISE CONTROL, TILT STEERING WHEEL, POWER WINDOWS, DOOR LOCKS, KEYLESS ENTRY. ALL STANDARD FEATURES.  MAKE:_FORD  MODEL:_F250  CAN BE OPTIONED UP TO LONG BED AND DIESEL.								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
5	0		\$0.000000	\$0.00			\$0.00	\$0.00
07100 - AUTOMOBILES, SCHOOL BUSES, SUVS, AND VANS, INCLUDING DIESEL, OPTIONAL EQUIPMENT OPTIONAL EQUIPMENT TO BE INVOICED AT DEALER COST,								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
6	0		\$0.000000	\$0.00			\$0.00	\$0.00
96286 - Transportation of Goods, Shipping and Handling, and Other Fr VEHICLE DELIVERY								

**COMMODITY / SERVICE INFORMATION**

DELIVERY OF VEHICLES.

PLEASE REFER TO SPECIFICATION SHEET FOR DETAILS.

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved:

**Purchasing Director**

APPROVALS			
Date	Status Before	Status After	Approver

**Final**

	Document Phase	Document Description	Page 4
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

**Authority:**

The Department of Finance Code of Administrative procedure, Chapter 356-4-1 effective September 7, 2012 is incorporated by reference and made a part of this document. To view the Code of Administrative procedures visit our website [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov).

**Choice of Law; Venue:**

This Contract will be governed by laws of the State of Alabama and the sole venue for litigation and alternative dispute resolution activities will be the City of Montgomery in the State of Alabama.

**Not to Constitute a Debt of the State:**

The terms and commitments contained in the RFB, or any contract resulting from this RFB, shall not constitute a debt of the State of Alabama, the incurring of which is prohibited by Section 213 of the Official Recompilation of the Constitution of Alabama, 1901, as amended by Amendment No. 26.

**Bid Response Instructions:**

In order to submit a responsive bid, bidder must read and follow all instructions, terms, conditions and specifications of this solicitation.

1. Bid envelope(s)/package(s)/box(es) must be identified with the bid number and opening date. Each individual bid must be submitted in a separate envelope. Responses to multiple bid numbers submitted in the same package that are not in separate envelopes and properly identified will be rejected. The Division of Purchasing does not assume responsibility for late bids for any reason including those due to postal or courier service. Bid responses must be in the Division of Purchasing office prior to the "close date and time" indicated on the bid.
2. Bid responses must be in ink or typed on this document, or replicated in the exact format. Signatures must be handwritten originals in ink or the bid will be rejected. Unless indicated in the bid, all price pages must be completed and returned. If an item is not being bid, identify it as N/B (no-bid). Pages should be secured. The Division of Purchasing does not assume responsibility for missing pages. Faxed/mailed bid responses will not be accepted.
3. The unit price always governs regardless of the extended amount. A unit price change on a line must be initialed by the person signing the bid or that line will be rejected. Price changes include but are not limited to cross-out, strike-over, ink-over, white-out, erasure, or any other method changing the price.
4. The Division of Purchasing requires an original and a minimum of one exact copy of the signed, notarized bid to include any required addendum(s) and documentation. The original and the copy should be submitted together as a bid package.
5. An improperly submitted bid, late bid or a bid that is canceled on or before the opening date may be retrieved during normal business hours. These bids will be held for 90 days then destroyed. The Division of Purchasing assumes no responsibility for the document after 90 days. Bids retrieved by vendor(s) are considered withdrawn and vendor(s) relinquishes all rights to protest.

**Bid rejection:**

Bidders shall not place any qualification, exceptions, conditions, reservations, limitations, or substitutions in their bid concerning the contract terms and conditions. Any such qualifications, exceptions, conditions, reservations, limitations or substitutions shall result in rejection of the bid.

Bids that are improperly submitted or received late will be documented for record but will not be returned nor will bidder be notified.

The following is a partial list whereby a bid response will be rejected:

Bid number not on envelope/package/box

	Document Phase	Document Description	Page 5
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

Bid responses with multiple bid numbers in same envelope not properly identified  
 Bid responses received late  
 Bid responses not signed/not original signature  
 Bid responses not notarized/not original signature of notary and/or notary expiration  
 Bidder notarized own signature  
 Required information not submitted with bid response  
 Failure to submit the original bid and a complete exact copy  
 Bid response received from non-subscribed/expired vendor

Beason-Hammon Alabama taxpayer and Citizen Protection Act (Act 2011-535 and as amended by Act 2012-491)

As a condition for award of this bid, the vendor acknowledges the following:

“By signing this contract, the contracting parties affirm, for the duration of any agreement that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.”

Verification of enrollment in the E-verify program will be required prior to any award to a vendor who employs one or more employees within the State of Alabama. E-verify documentation should be identified with the bid number and the buyer name. Failure to provide documentation within 5 calendar days of notification will result in the rejection of your bid. To enroll in the E-verify program visit [www.dhs.gov/e-verify](http://www.dhs.gov/e-verify).

#### Certification Pursuant to Act no. 2006-557

Alabama Law (section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting, and remitting Alabama State and local sales, use, and/or lease tax on all taxable sales and leases into Alabama. By submitting this bid, the bidder is hereby certifying that they are in full compliance with Act no. 206-557, they are not barred from bidding or entering into a contract pursuant to 41-4-116, and acknowledges that the awarding authority may declare the contract void if the certification is false.

Information and assistance to minority and women-owned businesses in acquiring M/WBE certification may be obtained from the office of minority business enterprises at [www.adeca.alabama.gov](http://www.adeca.alabama.gov)

In compliance with Act 2016-312, by submitting this bid the contractor hereby certifies that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this State can enjoy open trade.

#### \*\*\*\*\*STANDARD TERMS and CONDITIONS\*\*\*\*\*

##### Vendor Registration and Subscription Fee

Vendors may receive bid notices by registering at the State of Alabama vendor self-service (VSS) portal, <https://procurement.staars.alabama.gov>. Vendors wishing to respond to Requests for Bids (RFB) must be subscribed. Once registered, you may subscribe by clicking the “Pay Subscription Fee” link at the top of the VSS home page. Payments must be made by credit or debit card.

Subscribed Vendors should provide their VSS-assigned vendor number on all bid submissions. Doing so prevents unnecessary delays in verifying that a vendor is presently subscribed in VSS. Bid responses will not be accepted from non-subscribed vendors.

	Document Phase	Document Description	Page 6
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

In the event a vendor fails to provide its VSS-assigned vendor number or provides an incorrect number, the State reserves the right to clarify this information with the vendor. Failure of the vendor to provide the requested clarification within five (5) calendar days may result in the vendor's response being rejected as non-responsive. A vendor's subscription must be maintained throughout the term on an active contract, to include any renewal periods.

#### **Communication during Solicitation Process**

There shall be no communication between vendors and the State agency requisitioning the good(s) or service(s) from the time the solicitation is published until the award is posted as final. Unless stated elsewhere in the solicitation, any communications, either written, oral, or electronic between the Vendor and the requisitioning State agency must come through the Division of Purchasing buyer administering the solicitation. Failure to abide by this term and condition may result in disciplinary actions up to debarment.

#### **Non-appropriation of funds**

Continuation of any agreement between the State and a bidder beyond a fiscal year is contingent upon continued legislative appropriation of funds for the purpose of this bid and any resulting agreement. Non-availability of funds at any time shall cause any agreement to become void and unenforceable and no liquidated damages shall accrue to the State as a result. The State will not incur liability beyond the payment of accrued agreement payment.

#### **Proration**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

#### **Intent to Award**

The State of Alabama – Division of Purchasing will issue an 'Intent to Award' before a final award is made. The 'Intent to Award' will continue for a period of five (5) calendar days, after which the award will be final provided there are no protests. Upon final award, all rights to protest are forfeited. A detailed explanation of this process may be reviewed in the Alabama Administrative Code – Chapter 355-4-1(14). All protest communications filed via email must be sent to [protests@purchasing.alabama.gov](mailto:protests@purchasing.alabama.gov)

#### **Alternate Bid Response**

Unless stated elsewhere in this Request for Bid (RFB) the State of Alabama will accept and evaluate alternate bid submittals on any Request for Bid's (RFBs) provided the response meets all bid requirements.

#### **Internet Website Link's**

Internet and/or website links will not be accepted in bid responses as a means to supply any requirements stated in this Request for Bid (RFB).

#### **Product Delivery, Receiving and Acceptance**

In accordance with the Universal Commerce Code (Code of Alabama, Title 7), after delivery, the State of Alabama has the right to inspect all products before accepting. The State will inspect products in a reasonable timeframe. Signature on a delivery document does not constitute acceptance by the State. The State will accept products only after satisfactory inspection.

#### **Sales Tax Exemption**

Pursuant to the Code of Alabama, 1975, Title 40-23-4 (A)(11), the State of Alabama is exempt from paying sales tax. An exemption letter will be furnished upon request.

#### **Invoices**

Inquiries concerning invoice payments are to be directed to the receiving agency.

#### **Bid Responses and Bid Results**

	Document Phase	Document Description	Page 7
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

Unevaluated Bid Responses are available on our website at [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov). The complete bid file will be made available for review in the Division of Purchasing by scheduling an appointment. We do not provide copies of bid files.

**Foreign Corporation – Certificate of Authority**

Alabama Law provides that a foreign corporation (an out-of-state company/firm) may not transact business in the State of Alabama until it obtains a Certificate of Authority from the Secretary of State. Section 10-2B15.01, Code of Alabama 1975. To obtain forms for a Certificate of Authority, contact the Secretary of State, Corporations Division, (334) 242-5324. The Certificate of Authority does not prevent the vendor from submitting a bid.

**Alabama Preferred Vendor**

A “Preferred Vendor” shall be a person, firm, or corporation that is granted preference priority by meeting all of the following criteria as established by the Code of Alabama Section 41-16-20.

Priority 1. Produces or manufacturers the product within the State.

Priority 2. Has an assembly plant or distribution facility for the product within the State.

Priority 3. Is organized for business under the applicable laws of the State as a corporation, partnership, or professional association and has maintained at least one retail outlet or service center for the product or service within the State for not less than one year prior to the deadline date for the competitive bid.

Preferred vendor status must be indicated on the pricing page(s) of your bid response in order to be considered for preferred vendor preference. By signing this bid, you affirm that the item(s) indicated meet all three criteria of a preferred vendor.

Bid item(s) meeting the criteria of preferred vendor where pricing is within 1% of the lowest compliant bid may be considered for award by the awarding authority.

	Document Phase	Document Description	Page 8
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

**Award:**

Award will be to the lowest responsible bidder meeting all specifications. However, life cycle costing will be used to determine the lowest responsible bidder based on a 5 year/ 55,000 mile residual value listed in the NADA guide, or the average rate of depreciation as calculated by money-zine.com for the make/model year vehicle bid.

The life cycle cost residual value will be calculated by ALDOT's Office of Fleet Management during the evaluation by using the NADA guide for the month in which the bid is opened for the bid on a 2016 make/model year of that exact vehicle with standard options. If the make and model year of vehicle bid is not listed in the NADA guide, money-zine.com will be used to calculate the average rate of depreciation which will be the total life cycle cost for that vehicle. See provided **SAMPLE** life cycle cost form.

Each awarded vehicle will also be awarded a vehicle option line and a vehicle delivery line. These line items will not be used in the calculation of the total life cycle cost nor will they figure into the award evaluation. The unit price for those line items must be left blank.

Bid withdrawal prior to award, vendors will have until 5:00 pm central time on the 3rd business day after the bid opening to withdraw any bid price. Bid prices not withdrawn will stand and any resulting contract awarded must be honored for the term of the contract period. Failure to withdraw pricing as outlined above may result in the cancelation of the contract, and the vendor being barred from bidding on future bids for an indeterminate period. Bid withdrawals must be submitted to the buyer in writing. Emailed letters on vendor's letter head will be accepted.

**Delivery charges:**

There are no delivery charges for delivery of vehicles within a twenty (20) mile radius. Delivery charges will be from the contract vendor's dealership to the delivery destination. The maximum charge for delivery is \$1.50 per mile, calculated one way from the contract vendor's dealership to the delivery destination. Delivery mileage can be calculated via any internet mapping tool. Documentation showing mileage calculations may be requested from the agency, State Purchasing, or the ordering entity and must be provided within two (2) business days from the date of request.

**In State Dealership:**

Effective June 3, 2015, **Act 2015-306, SB20**, amends Section 23-1-50.1, Code of Alabama 1975, to require that state motor vehicles acquired for the Fleet Management Program of the Department of Transportation or other state operated motor vehicle acquisition program must be purchased or leased from a motor vehicle dealership located in this state.

**Administrative fee:**

Awarded bidder(s) are to pay the State an administrative fee for all sales paid under this contract. This fee will be 1% (0.01) of the total dollar amount for all sales paid. The fee is to be remitted the first month of each quarter before the 20th and will represent a single, one-time payment for all sales paid during the prior quarter and as adjusted for errors associated with earlier quarters. This fee is not to be listed as a separate cost on invoices. The awarded bidder(s) will be required to provide a summary report each quarter before the 20th listing sales paid during the prior calendar quarter. This report is to include the quarter being reported, the master agreement number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report is to be sent electronically to telecom.admin@oit.alabama.gov. A copy of the summary report is to also accompany the payment. The remittance is to be identified with the reporting quarter and master agreement number. Failure to comply with provisions of this paragraph will be grounds for termination of the contract(s).

Reports and Payments will be due according to the following schedule:

October, November, December – Due by January 20<sup>th</sup>  
January, February, March – Due by April 20<sup>th</sup>  
April, May, June – Due by July 20<sup>th</sup>  
July, August, September – Due by October 20<sup>th</sup>

Remittance is to be payable to the "State of Alabama Department of Finance" and be sent to:

Alabama Department of Finance  
Division of Accounting and Administration  
PO Box 300658  
Montgomery, Alabama 36130-0658

	Document Phase	Document Description	Page 9
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

The definition of sale, for the purpose of this bid only, will be at the time of vehicle delivery and acceptance by the agency. Only the base vehicle price will be used toward the "total dollar amount" for calculating the administrative fees. Administrative costs, such as title fees and charges for options will not be included in the calculation of the administrative fees.

Failure to comply with the provisions of this term and conditions as outlined above, will result in the cancellation of the contract, and the vendor's possible debarment from doing business with the State of Alabama for an indeterminate period

#### **Vehicles, Non-Alternative Fuel:**

Production/close-out dates:

This contract is for the current year model only. The manufacturer determines production and close out dates, which will be provided by the awarded vendors to State Purchasing at the earliest possible date. State Purchasing will then post these dates on the contract online.

Delivery dates shown on the contract are estimates only, as dealers do not have control over production schedules.

Agencies are encouraged to order as soon as the contract(s) are put in place. Orders placed just before the vendor cut-off dates run the risk of delayed delivery and possible order cancellation.

Delivery/pick-up:

If vehicle delivery exceeds twenty (20) miles, vehicle(s) will either be picked-up at the contract dealership, or delivered to the delivery destination per the delivery charges term and condition with the cost of delivery added to the PO on the vehicle delivery line.

When vehicles are ready to be pickup at the dealership the contract vendor must fax the delivery notification to the ordering agency. The ordering agency will make every effort to pick up the vehicle(s) within seven (7) calendar days.

All vehicles delivered/picked up must have 2 sets of keys and a minimum of 5 gallons of fuel.

Warranty cards and service policy must accompany each vehicle when they are delivered/picked-up, as the warranty will go into effect at this time. Vehicles must also be serviced and ready for use at time of delivery/pick up.

All titles, fees, as well as other charges, are to be paid by the contract vendor. The vendor must furnish a prepaid certificate of title in the name of the agency that purchased the vehicle(s). The title will change upon acceptance of delivery to the agency.

\*\*\*\*\*

Standard features and options:

"Purchasing optional equipment on state motor vehicles that is unnecessary for the proper functioning of the automobile or safety of the driver and passengers" is prohibited by state law on this contract.

All vehicles shall come equipped with all standard equipment and options as shown as part of the base vehicle. This standard equipment and options on the base line must be factory installed.

Options not listed as part of the awarded base vehicle must be sold under the vehicle option line and must be factory installed, unless approved by state purchasing prior to award, and must be sold at dealer invoice cost.

All vehicles being ordered with additional options beyond those shown on the base vehicle contract line must have a quote from the awarded vendor showing the options code and dealer invoice price.

Vehicles sold under this contract must be free of dealership logos, decals, or advertising.

Colors:

Vehicles must be factory colors with matching interior. Colors will be stated on the purchase order. If no color is specified, the vendor will order with factory white color with matching interior.

\*\*\*\*\*



	Document Phase	Document Description	Page 10
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

**Passenger vans disclaimer:**

Some vans that appear on this contract do not conform to federal school bus safety standards and they may not be sold for use as school buses or activity buses.

**Contract period:**

Establish a 12 month contract with an option to extend for a second, third, fourth, and fifth 12 month period with the same pricing, and terms and conditions. The second, third, fourth, or fifth 12 month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12 month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12 month period.

**Ordering process:**

Purchases for state agencies will be made by contract release orders showing specific shipping information. Cities, counties, school systems and other political subdivisions will be responsible for issuing their own purchase orders directly to the vendor.

**Proration:**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

**Manufacturer, Stock/Model numbers:**

At the end of each line item where spaces are marked MFR" and MODEL, the vendor is to indicate the manufacturer and model necessary to complete each unit as specified.

**Descriptive literature:**

Vendors may be required to provide complete descriptive, technical literature for evaluation. Reference to literature with a previous bid or to a website will not satisfy this requirement.

Literature, if requested, must be provided within 5 business days from the date of request. The literature must show the line item number on the bid and the make/model. Failure to provide the literature as outlined above will result in the rejection of your bid on that line item. Physical inspection and operational evaluation may also be required without cost or obligation to the State of Alabama.

**Requested information:**

Any additional information requested from a vendor must be furnished within five (5) days from receipt of request.

**Firm Pricing:**

All prices quoted must be firm for a period of one (1) year from the vendor's notification of award.

**OPTIONS PRICING:**

All options must be sold at dealer invoice cost. All options must be factory installed unless otherwise noted on the options price list supplied to state purchasing by the awarded vendor. Options pricing must be supplied to the agency within 2 business days from date of request. Agencies may request standard features to be deleted, if Possible, with a reduction to the vehicle cost. This reduction will be shown on the quote, invoice, requisition, and purchase order as a negative cost.

Proof of dealer cost may be requested and must be supplied within 2 business days from the date of request. Failure to provide proof of dealer cost may result in contract cancellation.

Vendors must not enter a price on the unit price line for vehicle options or vehicle delivery. The prices for these line items will be quoted at the time the vehicle is ordered. Only the price pages with prices for the line items you are bidding on need to be returned.

**QUOTES:**

	Document Phase	Document Description	Page 11
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

When vendors supply a quote to an agency, individual priced options must show for the base vehicle price (which matches the contract bid price). Items included in the base bid price (such as title, fuel, keys, warranty, etc.) must not be shown as separate cost on option quotes.

It would be helpful for vendors to notate the contract and line number on any quotes provided to agencies.

#### CREDIT APPLICATIONS/BUSINESS LICENSES, ETC:

Vendors may not require any state or other governmental entity buying from this contract to complete credit applications or any other forms.

State agencies or other local governmental entities purchasing from this contract may not require vendors to obtain business or other licenses or complete any other forms.

#### PURPOSE:

To establish a statewide contract for non-alternative fuel vehicles for State agencies, pricing may be made available to other local governmental agencies, Such as cities, counties, schools, universities, etc. Non-Government agencies, such as non-profit, are not eligible to purchase from this contract regardless of funding.

Payment terms: All state agencies and universities payment terms are net 30 after vehicle delivery and receipt of correct invoice.

All other local governmental entities payment terms are upon vehicle delivery and receipt of correct invoice.

\* Note: Vendors may charge State or other Governmental entities purchasing from this contract interest on late payments, in accordance with Code of Alabama 41-16-3.

#### Quantity:

The exact quantity of purchases for each item listed is not known. The division of purchasing does not guarantee that the state will purchase any quantity.

**PLEASE NOTE: THE EXACT BID COPY REQUIREMENT PER ITEM NUMBER 4 UNDER AUTHORITY OF THIS RFB. PLEASE NOTE: FAILURE TO PROVIDE THE REQUIRED COPY WITH YOUR BID WILL RESULT IN THE REJECTION OF YOUR BID.**

**PLEASE NOTE: ALL PRICES MUST BE GIVEN PER THE UNIT OF MEASURE IN THE UNIT PRICE SPACE OF THE RFB DOCUMENT. FAILURE TO PROVIDE THE UNIT PRICE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

**ANY VENDOR WISHING TO BID ON THIS RFB OR ANY RFB THROUGH THE DIVISION OF PURCHASING, MUST HAVE PAID A BIENNIAL VENDOR SUBSCRIPTION FEE IN THE AMOUNT OF \$200.00 PRIOR TO SUBMITTING A BID. THE SUBSCRIPTION FEE MUST BE PAID BY EITHER AN ACCEPTED CREDIT OR DEBIT CARD OR BY ELECTRONIC CHECK THROUGH THE VENDOR'S SELF SERVE (VSS) ACCOUNT. FAILURE TO SUBSCRIBE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

#### ELECTRONIC PAYMENT

Vendors awarded in response to this RFB must accept EFT forms of electronic payment at no additional cost to the State.

#### PRE-BID CONFERENCE:

There will be a pre-bid conference for all vendors wishing to bid on this RFB. Vendors will be required to sign-in at the pre-bid conference. Vendors attending the pre-bid conference should come prepared to ask questions relative to this RFB. To conserve time,

	Document Phase	Document Description	Page 12
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

vendors should submit their question(s) in advance. The question(s) must be submitted to the buyer in writing via the email listed on page one of this FRB. Questions must be submitted in a timely manner prior to the pre-bid conference in order to allow for a proper response. Time permitting the question(s) will be answered via response of the questions submission. All questions received and answered prior to the pre-bid conference will also be addressed during the conference. Any resulting changes to the specifications or terms and conditions will be published in the form of an amendment to this RFB. The Pre-Bid Conference will be as follow:

DATE: September 8, 2020

TIME: 9:30 am

PLACE: Alabama Department of Transportation Central Office

1409 Coliseum Blvd.

Conference Rooms 7 & 8

Montgomery, AL 36110

Parking is available the North Parking lot closest to the loading dock. Entry will be through the glass doors located on the Northwest Corner of the building. ALDOT security will sign in all visitors.

In addition, if you are unable to attend the Pre-Bid Conference in person, you may use our Audio Conference System. Details are Below:

Dial-in Info: +1 (334)-353-6333

Participant Code: 467-098-17

Link: <http://10.150.254.51/conference/46709817>



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

John Paine, Purchasing Agent

**Sponsored by:**

Mayor William S. Stimpson

**Purpose and Scope of Project:**

To approve issuance of purchase order to Donohoo Chevrolet LLC for one 2021 Chevrolet Tahoe police package SUV for MFRD.

General fund.

**Amount of Contract:**

\$35,818.00

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
20220407 Donohoo Agenda Package POs	Cover Memo	4/7/2022

**REVIEWERS:**

Department Reviewer	Action	Date
Mayors Office Barber, James	Approved	4/7/2022 - 2:11 PM

# AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

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FUNDING SOURCE:

Associated Costs:

*\*If Cost will continue, write "indefinite" and list project annual cost.*

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## **RESOLUTION**

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

<b>Requisition</b>	<b>Fiscal Year</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>	<b>Vendor</b>
<u>8059</u>	2022	(1510) FIRE ADMINISTRATION	ONE 2021 CHEVROLET TAHOE POLICE PACKAGE SUV FOR MFRD (AL STATE CONTRACT)	\$35,818.00	<u>(293039)</u> <u>DONOHOO</u> <u>CHEVROLET LLC</u>

Adopted:

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City Clerk

Bill To	Requisition 00008059-00 FY 2022
ACCOUNTS PAYABLE	
P O BOX 389	Acct No:
	1000.30.15.1510.1522.1510.0000.0000.49130.
MOBILE, AL	Review:
36601	Buyer:
vendorinvoices@cityofmobile.org	Status: Approved
	Page 1

Vendor	Ship To
DONOHOO CHEVROLET LLC	MOTOR POOL
1000 GREENHILL BLVD NW	745 BROAD STREET
	MOBILE, AL 36604
FORT PAYNE, AL 35967	
Tel#256-273-4862	Delivery Reference
Fax 256-845-6974	VICTORIA RICHARDSON
	Deliver To
	MOTOR POOL
	745 BROAD STREET
	MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/04/22	293039				FIRE ADMINISTRATION

LN Description / Account	Qty	Unit Price	Net Price
001 TRUCK SPORT UTILITY VEHICLE (SUV)	1.00	35818.00000	35818.00
AS FOLLOWS:	EACH		

Additional Description Notes

TRUCK SPORT UTILITY VEHICLE (SUV) AS FOLLOWS: VENDOR TO PROVIDE 2021 Chevrolet Tahoe 4WD 4dr Commercial CODE CK10706; Color to be: Summit White ;

Warranty Note:

Basic Years: 3

Basic Miles/km: 36,000

Drivetrain Years: 5

Drivetrain Miles/km: 60,000

Drivetrain Note: Qualified Fleet Purchases: 5 Years/100,000 Miles

Corrosion Years (Rust-Through): 6

Corrosion Years: 3

Corrosion Miles/km (Rust-Through): 100,000

Corrosion Miles/km: 36,000

Roadside Assistance Years: 5

Roadside Assistance Miles/km: 60,000

Roadside Assistance Note: Qualified Fleet Purchases: 5 Years/100,000 Miles

Maintenance Note: 1 Year/1 Visit

AS PER STATE OF ALABAMA CONTRACT T-191L

2021CHEVROLET TAHOE PPV/SSV WHITE IN COLOR AS PER STATE OF ALABAMA CONTRACT T-191L, VENDOR DONOHOO CHEVROLET, MASTER AGREEMENT 999 21\*43 LINE 2 PRICING. VEHICLE WILL BEDELIVERED TO THE CITY OF MOBILE MOTOR POOL 745 SOIUTH BROAD STREET, MOBILE, ALABAMA.

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008059-00 FY 2022  Acct No: 1000.30.15.1510.1522.1510.0000.0000.49130. Review: Buyer: Status: Approved	Page 2
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Vendor DONOHOO CHEVROLET LLC 1000 GREENHILL BLVD NW  FORT PAYNE, AL 35967  Tel#256-273-4862 Fax 256-845-6974	Ship To MOTOR POOL 745 BROAD STREET  MOBILE, AL 36604  Delivery Reference VICTORIA RICHARDSON  Deliver To MOTOR POOL 745 BROAD STREET  MOBILE, AL 36604
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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/04/22	293039				FIRE ADMINISTRATION

LN	Description / Account	Qty	Unit Price	Net Price
	VEHICLE WILL BE TITLED TO CITY OF MOBILE			
	PURCHASING AGENT WILL SIGN ALL PAPERWORK, TITLE ETC.			
	NO ADDITTIONAL CHANGES OR ADD ONS WILL BE ALLOWED WITHOUT THE PRIOR WRITTEN APPROVAL OF THE PURCHASING AGENT OF THE CITY OF MOBILE			
	Vendor Item			
	Inventory Item/Loc 724			
1	1000.30.15.1510.1522.1510.0000.0000.49130.			35818.00
	Ship To MOTOR POOL 745 BROAD STREET MOBILE, AL 36604 Delivery Reference VICTORIA RICHARDSON  Deliver To MOTOR POOL 745 BROAD STREET MOBILE, AL 36604			
002	2021 CHEVROLET TAHOE CK10706	1.00	941.27000	941.27
	OPTIONS PKG	EACH		
	Vendor Item			
1	1000.30.15.1510.1522.1510.0000.0000.49130.			941.27



Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008059-00 FY 2022  Acct No: 1000.30.15.1510.1522.1510.0000.0000.49130. Review: Buyer: Status: Approved	Page 3
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Vendor DONOHOO CHEVROLET LLC 1000 GREENHILL BLVD NW  FORT PAYNE, AL 35967  Tel#256-273-4862 Fax 256-845-6974	Ship To MOTOR POOL 745 BROAD STREET  MOBILE, AL 36604  Delivery Reference VICTORIA RICHARDSON  Deliver To MOTOR POOL 745 BROAD STREET  MOBILE, AL 36604
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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/04/22	293039				FIRE ADMINISTRATION

LN Description / Account	Qty	Unit Price	Net Price
Ship To MOTOR POOL 745 BROAD STREET MOBILE, AL 36604 Delivery Reference VICTORIA RICHARDSON  Deliver To MOTOR POOL 745 BROAD STREET MOBILE, AL 36604			
003 FREIGHT	1.00 EACH	526.50000	526.50
Additional Description Notes ----- FREIGHT / DELIVERY FEE TO CITY OF MOBILE FROM DONOHOO CHEVROLET TO CITY OF MOBILE MOTOR POOL 351 MILES TIMES \$1.50 PER MILE DELIVERY AS PER STAT EOF ALABAMA SPECIFICATIONS AND CONTRACT T-191L Vendor Item Inventory Item/Loc 14009			
1 1000.30.15.1510.1522.1510.0000.0000.49130.			526.50

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008059-00 FY 2022  Acct No: 1000.30.15.1510.1522.1510.0000.0000.49130. Review: Buyer: Status: Approved	Page 4
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Vendor DONOHOO CHEVROLET LLC 1000 GREENHILL BLVD NW  FORT PAYNE, AL 35967  Tel#256-273-4862 Fax 256-845-6974	Ship To MOTOR POOL 745 BROAD STREET  MOBILE, AL 36604  Delivery Reference VICTORIA RICHARDSON  Deliver To MOTOR POOL 745 BROAD STREET  MOBILE, AL 36604
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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/04/22	293039				FIRE ADMINISTRATION

LN Description / Account	Qty	Unit Price	Net Price
Ship To MOTOR POOL 745 BROAD STREET MOBILE, AL 36604 Delivery Reference VICTORIA RICHARDSON  Deliver To MOTOR POOL 745 BROAD STREET MOBILE, AL 36604			

#### Requisition Link

Requisition Total 37285.77

#### \*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
1000.30.15.1510.1522.1510.0000.0000.49130.	37285.77	3568237.49
FIRE SUPPRESSION DIV EXP	UNCLASSIFIED EXPENDITURES	

#### \*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
Cancelled	04/07/22	JOHN PAINE	GL Allocation, GL Allocation c
Approved	04/07/22	DONNA MICHELE STANLEY	Auto approved by: 9105paij
Approved	04/07/22	DONALD ROSE	Auto approved by: 9105paij
Approved	04/07/22	SANDRA LEWIS	Auto approved by: 9105paij
Approved	04/07/22	JOHN PAINE	

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008059-00 FY 2022  Acct No: 1000.30.15.1510.1522.1510.0000.0000.49130. Review: Buyer: Status: Approved
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Page 5

Vendor  
 DONOHOO CHEVROLET LLC  
 1000 GREENHILL BLVD NW

Ship To  
 MOTOR POOL  
 745 BROAD STREET

FORT PAYNE, AL 35967

MOBILE, AL 36604

Tel#256-273-4862  
 Fax 256-845-6974

Delivery Reference  
 VICTORIA RICHARDSON

Deliver To  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/04/22	293039				FIRE ADMINISTRATION

LN Description / Account	Qty	Unit Price	Net Price
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Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature

## T191L Law Enforcement Vehicle Master Agreement

999 20*210 Stivers Ford VC000042177 Effective Date: 3/25/20 – 3/25/22			
	Make	Model	Price
Line 1	Ford	Police Interceptor Utility	\$30,545.00
Line 2	Ford	Expedition SSV	\$33,843.00
Line 3	Ford	F150 First Responder (Pursuit Rated)	\$31,343.00

999 20*211 Donohoo Chevrolet VC000049701 Effective Date: 3/25/20 – 3/25/22			
	Make	Model	Price
Line 1	Chevrolet	Silverado 1500 SSV Crew Cab	\$28,698.00

999 21*42 Stivers Ford Lincoln VC000042177 Effective Date: 10/19/20 – 10/19/21			
	Make	Model	Price
Line 1	Ford	Police Interceptor Utility Hybrid	\$33,776.00
Line 2	Ford	F150 SSV Crew Cab 2WD Pickup	\$25,512.00

999 21*43 Donohoo Chevrolet VC000049701 Effective Date: 10/19/20 – 10/19/21			
	Make	Model	Price
Line 1	Chevrolet	Tahoe PPV (Pursuit Rated)	\$33,563.00
Line 2	Chevrolet	Tahoe SSV (Non-Pursuit Rated)	\$35,818.00
999 21*44 Riders Harley Davidson VC000118188 Effective Date: 10/19/20 – 10/19/21			
	Make	Model	Price
Line 1	Harley Davidson	FLHTP Electra Glide Motorcycle	\$18,197.50
Line 2	Harley Davidson	FLHP Road King Motorcycle	\$17,561.50

999 21*45 Stivers Brothers Chrysler Dodge Jeep Ram VS000054430 Effective Date: 10/19/20 – 10/19/21			
	Make	Model	Price
Line 1	Dodge	Charger PPV (Pursuit Rated) Sedan	\$23,964.27
Line 3	Dodge	Durango SSV (Not Pursuit Rated)	\$26,791.26
Line 4	Dodge	Durango PPV (Pursuit Rated)	\$29,369.79



State of Alabama  
Department of Finance  
Division of Purchasing  
Master Agreement

New

CONTRACT INFORMATION

MASTER AGREEMENT NUMBER: MA 999 210000000043

NOT TO EXCEED AMOUNT:

Begin Date: 10/19/2020

Procurement Folder: 1152102

Expiration Date: 10/19/2021

Procurement Type: Master Agreement

Solicitation Number:

Replaces Award Document:

Award Date:

Replaced by Award Document:

Modification Date: 10/20/20

Version Number: 1

CONTACT INFORMATION

REQUESTOR:

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

ISSUER:

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

BUYER:

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

CONTRACT DESCRIPTION

MA - STATE OF ALABAMA LAW ENFORCEMENT VEHICLES  
STATE OF ALABAMA LAW ENFORCEMENT VEHICLES

Ship To:

Bill To:

REASON FOR MODIFICATION

VENDOR INFORMATION

Name /Address:

VC000049701: Donohoo Chevrolet

1000 Greenhill Blvd Nw

Fort Payne AL 35967

Contact:

Chad Johnson

2568453525 EXT: 1

Cjohnson@Donohoochevrolet.Com

**COMMODITY / SERVICE INFORMATION**

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$33,563.000000	\$0.00			\$0.00	\$0.00
0718050 - UTILITY VEHICLES, HEAVY DUTY, 4 DOOR CHEVROLET TAHOE PPV (Pursuit Rated) CHEVROLET TAHOE PPV (Pursuit Rated)								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	EA	\$35,818.000000	\$0.00			\$0.00	\$0.00
0718050 - UTILITY VEHICLES, HEAVY DUTY, 4 DOOR CHEVROLET TAHOE SSV (Not Pursuit Rated). CHEVROLET TAHOE SSV (Not Pursuit Rated).								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0		\$0.000000	\$0.00			\$0.00	\$0.00
0710540 - POLICE VEHICLES OPTIONAL EQUIPMENT OPTIONAL EQUIPMENT - TO BE BILLED AT DEALER COST.								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
4	0		\$0.000000	\$0.00			\$0.00	\$0.00
96286 - Transportation of Goods, Shipping and Handling, and Other Fr DELIVERY OF VEHICLES. DELIVERY OF VEHICLES. - SEE VEHICLE TERMS AND CONDITIONS FOR SPECIFIC INFORMATION AND PRICING.								

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved:



Purchasing Director

APPROVALS			
Date	Status Before	Status After	Approver

210000000043	Document Phase Final	Document Description MA - STATE OF ALABAMA LAW ENFORCEMENT VEHICLES	Page 3 of 10
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**Authority:**

The Department of Finance Code of Administrative procedure, Chapter 356-4-1 effective September 7, 2012 is incorporated by reference and made a part of this document. To view the Code of Administrative procedures visit our website [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov).

**Choice of Law; Venue:**

This Contract will be governed by laws of the State of Alabama and the sole venue for litigation and alternative dispute resolution activities will be the City of Montgomery in the State of Alabama.

**Not to Constitute a Debt of the State:**

The terms and commitments contained in the RFB, or any contract resulting from this RFB, shall not constitute a debt of the State of Alabama, the incurring of which is prohibited by Section 213 of the Official Recompilation of the Constitution of Alabama, 1901, as amended by Amendment No. 26.

**Bid Response Instructions:**

In order to submit a responsive bid, bidder must read and follow all instructions, terms, conditions and specifications of this solicitation.

1. Bid envelope(s)/package(s)/box(es) must be identified with the bid number and opening date. Each individual bid must be submitted in a separate envelope. Responses to multiple bid numbers submitted in the same package that are not in separate envelopes and properly identified will be rejected. The Division of Purchasing does not assume responsibility for late bids for any reason including those due to postal or courier service. Bid responses must be in the Division of Purchasing office prior to the "close date and time" indicated on the bid.
2. Bid responses must be in ink or typed on this document, or replicated in the exact format. Signatures must be handwritten originals in ink or the bid will be rejected. Unless indicated in the bid, all price pages must be completed and returned. If an item is not being bid, identify it as N/B (no-bid). Pages should be secured. The Division of Purchasing does not assume responsibility for missing pages. Faxed/mailed bid responses will not be accepted.
3. The unit price always governs regardless of the extended amount. A unit price change on a line must be initialed by the person signing the bid or that line will be rejected. Price changes include but are not limited to cross-out, strike-over, ink-over, white-out, erasure, or any other method changing the price.
4. The Division of Purchasing requires an original and a minimum of one exact copy of the signed, notarized bid to include any required addendum(s) and documentation. The original and the copy should be submitted together as a bid package.
5. An improperly submitted bid, late bid or a bid that is canceled on or before the opening date may be retrieved during normal business hours. These bids will be held for 90 days then destroyed. The Division of Purchasing assumes no responsibility for the document after 90 days. Bids retrieved by vendor(s) are considered withdrawn and vendor(s) relinquishes all rights to protest.

**Bid rejection:**

Bidders shall not place any qualification, exceptions, conditions, reservations, limitations, or substitutions in their bid concerning the contract terms and conditions. Any such qualifications, exceptions, conditions, reservations, limitations or substitutions shall result in rejection of the bid.

Bids that are improperly submitted or received late will be documented for record but will not be returned nor will bidder be notified.

The following is a partial list whereby a bid response will be rejected:

- Bid number not on envelope/package/box
- Bid responses with multiple bid numbers in same envelope not properly identified
- Bid responses received late
- Bid responses not signed/not original signature
- Bid responses not notarized/not original signature of notary and/or notary expiration
- Bidder notarized own signature
- Required information not submitted with bid response
- Failure to submit the original bid and a complete exact copy
- Bid response received from non-subscribed/expired vendor

210000000043	Document Phase Final	Document Description MA - STATE OF ALABAMA LAW ENFORCEMENT VEHICLES	Page 4 of 10
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Beason-Hammon Alabama taxpayer and Citizen Protection Act (Act 2011-535 and as amended by Act 2012-491)

As a condition for award of this bid, the vendor acknowledges the following:

“By signing this contract, the contracting parties affirm, for the duration of any agreement that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.”

Verification of enrollment in the E-verify program will be required prior to any award to a vendor who employs one or more employees within the State of Alabama. E-verify documentation should be identified with the bid number and the buyer name. Failure to provide documentation within 5 calendar days of notification will result in the rejection of your bid. To enroll in the E-verify program visit [www.dhs.gov/e-verify](http://www.dhs.gov/e-verify).

#### Certification Pursuant to Act no. 2006-557

Alabama Law (section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting, and remitting Alabama State and local sales, use, and/or lease tax on all taxable sales and leases into Alabama. By submitting this bid, the bidder is hereby certifying that they are in full compliance with Act no. 206-557, they are not barred from bidding or entering into a contract pursuant to 41-4-116, and acknowledges that the awarding authority may declare the contract void if the certification is false.

Information and assistance to minority and women-owned businesses in acquiring M/WBE certification may be obtained from the office of minority business enterprises at [www.adeca.alabama.gov](http://www.adeca.alabama.gov)

In compliance with Act 2016-312, by submitting this bid the contractor hereby certifies that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this State can enjoy open trade.

#### \*\*\*\*\*STANDARD TERMS and CONDITIONS\*\*\*\*\*

##### Vendor Registration and Subscription Fee

Vendors may receive bid notices by registering at the State of Alabama vendor self-service (VSS) portal, <https://procurement.staars.alabama.gov>. Vendors wishing to respond to Requests for Bids (RFB) must be subscribed. Once registered, you may subscribe by clicking the “Pay Subscription Fee” link at the top of the VSS home page. Payments must be made by credit or debit card.

Subscribed Vendors should provide their VSS-assigned vendor number on all bid submissions. Doing so prevents unnecessary delays in verifying that a vendor is presently subscribed in VSS. Bid responses will not be accepted from non-subscribed vendors.

In the event a vendor fails to provide its VSS-assigned vendor number or provides an incorrect number, the State reserves the right to clarify this information with the vendor. Failure of the vendor to provide the requested clarification within five (5) calendar days may result in the vendor’s response being rejected as non-responsive. A vendor’s subscription must be maintained throughout the term on an active contract, to include any renewal periods.

##### Communication during Solicitation Process

There shall be no communication between vendors and the State agency requisitioning the good(s) or service(s) from the time the solicitation is published until the award is posted as final. Unless stated elsewhere in the solicitation, any communications, either written, oral, or electronic between the Vendor and the requisitioning State agency must come through the Division of Purchasing buyer administering the solicitation. Failure to abide by this term and condition may result in disciplinary actions up to debarment.

##### Non-appropriation of funds

Continuation of any agreement between the State and a bidder beyond a fiscal year is contingent upon continued legislative appropriation of funds for the purpose of this bid and any resulting agreement. Non-availability of funds at any time shall cause any agreement to become void and unenforceable and no



210000000043	Document Phase Final	Document Description MA - STATE OF ALABAMA LAW ENFORCEMENT VEHICLES	Page 5 of 10
--------------	-------------------------	------------------------------------------------------------------------	-----------------

liquidated damages shall accrue to the State as a result. The State will not incur liability beyond the payment of accrued agreement payment.

#### Proration

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

#### Intent to Award

The State of Alabama – Division of Purchasing will issue an ‘Intent to Award’ before a final award is made. The ‘Intent to Award’ will continue for a period of five (5) calendar days, after which the award will be final provided there are no protests. Upon final award, all rights to protest are forfeited. A detailed explanation of this process may be reviewed in the Alabama Administrative Code – Chapter 355-4-1(14). All protest communications filed via email must be sent to [protests@purchasing.alabama.gov](mailto:protests@purchasing.alabama.gov)

#### Alternate Bid Response

Unless stated elsewhere in this Request for Bid (RFB) the State of Alabama will accept and evaluate alternate bid submittals on any Request for Bid’s (RFBs) provided the response meets all bid requirements.

#### Internet Website Link’s

Internet and/or website links will not be accepted in bid responses as a means to supply any requirements stated in this Request for Bid (RFB).

#### Product Delivery, Receiving and Acceptance

In accordance with the Universal Commerce Code (Code of Alabama, Title 7), after delivery, the State of Alabama has the right to inspect all products before accepting. The State will inspect products in a reasonable timeframe. Signature on a delivery document does not constitute acceptance by the State. The State will accept products only after satisfactory inspection.

#### Sales Tax Exemption

Pursuant to the Code of Alabama, 1975, Title 40-23-4 (A)(11), the State of Alabama is exempt from paying sales tax. An exemption letter will be furnished upon request.

#### Invoices

Inquiries concerning invoice payments are to be directed to the receiving agency.

#### Bid Responses and Bid Results

Unevaluated Bid Responses are available on our website at [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov). The complete bid file will be made available for review in the Division of Purchasing by scheduling an appointment. We do not provide copies of bid files.

#### Foreign Corporation – Certificate of Authority

Alabama Law provides that a foreign corporation (an out-of-state company/firm) may not transact business in the State of Alabama until it obtains a Certificate of Authority from the Secretary of State. Section 10-2B15.01, Code of Alabama 1975. To obtain forms for a Certificate of Authority, contact the Secretary of State, Corporations Division, (334) 242-5324. The Certificate of Authority does not prevent the vendor from submitting a bid.

#### Alabama Preferred Vendor

A “Preferred Vendor” shall be a person, firm, or corporation that is granted preference priority by meeting all of the following criteria as established by the Code of Alabama Section 41-16-20.

Priority 1. Produces or manufacturers the product within the State.

Priority 2. Has an assembly plant or distribution facility for the product within the State.

Priority 3. Is organized for business under the applicable laws of the State as a corporation, partnership, or professional association and has maintained at least one retail outlet or service center for the product or service within the State for not less than one year prior to the deadline date for the competitive bid.

Preferred vendor status must be indicated on the pricing page(s) of your bid response in order to be considered for preferred vendor preference. By signing this bid, you affirm that the item(s) indicated meet all three criteria of a preferred vendor.

Bid item(s) meeting the criteria of preferred vendor where pricing is within 1% of the lowest compliant bid may be considered for award by the awarding authority.

210000000043	<b>Document Phase</b> Final	<b>Document Description</b> MA - STATE OF ALABAMA LAW ENFORCEMENT VEHICLES	<b>Page 6</b> of 10
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**Award:**

Award will be to the lowest responsible bidder meeting all specifications. However, life cycle costing will be used to determine the lowest responsible bidder based on a 5 year/ 55,000 mile residual value listed in the NADA guide, or the average rate of depreciation as calculated by money-zine.com for the make/model year vehicle bid.

The life cycle cost residual value will be calculated by ALDOT's Office of Fleet Management during the evaluation by using the NADA guide for the month in which the bid is opened for the bid on a 2016 make/model year of that exact vehicle with standard options. If the make and model year of vehicle bid is not listed in the NADA guide, money-zine.com will be used to calculate the average rate of depreciation which will be the total life cycle cost for that vehicle. See provided **SAMPLE** life cycle cost form.

Each awarded vehicle will also be awarded a vehicle option line and a vehicle delivery line. These line items will not be used in the calculation of the total life cycle cost nor will they figure into the award evaluation. The unit price for those line items must be left blank.

Bid withdrawal prior to award, vendors will have until 5:00 pm central time on the 3rd business day after the bid opening to withdraw any bid price. Bid prices not withdrawn will stand and any resulting contract awarded must be honored for the term of the contract period. Failure to withdraw pricing as outlined above may result in the cancelation of the contract, and the vendor being barred from bidding on future bids for an indeterminate period. Bid withdrawals must be submitted to the buyer in writing. Emailed letters on vendor's letter head will be accepted.

**Delivery charges:**

There are no delivery charges for delivery of vehicles within a twenty (20) mile radius. Delivery charges will be from the contract vendor's dealership to the delivery destination. The maximum charge for delivery is \$1.50 per mile, calculated one way from the contract vendor's dealership to the delivery destination. Delivery mileage can be calculated via any internet mapping tool. Documentation showing mileage calculations may be requested from the agency, State Purchasing, or the ordering entity and must be provided within two (2) business days from the date of request.

**In State Dealership:**

Effective June 3, 2015, **Act 2015-306, SB20**, amends Section 23-1-50.1, Code of Alabama 1975, to require that state motor vehicles acquired for the Fleet Management Program of the Department of Transportation or other state operated motor vehicle acquisition program must be purchased or leased from a motor vehicle dealership located in this state.

**Administrative fee:**

Awarded bidder(s) are to pay the State an administrative fee for all sales paid under this contract. This fee will be 1% (0.01) of the total dollar amount for all sales paid. The fee is to be remitted the first month of each quarter before the 20th and will represent a single, one-time payment for all sales paid during the prior quarter and as adjusted for errors associated with earlier quarters. This fee is not to be listed as a separate cost on invoices. The awarded bidder(s) will be required to provide a summary report each quarter before the 20th listing sales paid during the prior calendar quarter. This report is to include the quarter being reported, the master agreement number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report is to be sent electronically to telecom.admin@oit.alabama.gov. A copy of the summary report is to also accompany the payment. The remittance is to be identified with the reporting quarter and master agreement number. Failure to comply with provisions of this paragraph will be grounds for termination of the contract(s).

Reports and Payments will be due according to the following schedule:

October, November, December – Due by January 20<sup>th</sup>

January, February, March – Due by April 20<sup>th</sup>

April, May, June – Due by July 20<sup>th</sup>

July, August, September – Due by October 20<sup>th</sup>

Remittance is to be payable to the "State of Alabama Department of Finance" and be sent to:

Alabama Department of Finance  
Division of Accounting and Administration

210000000043	<b>Document Phase</b> Final	<b>Document Description</b> MA - STATE OF ALABAMA LAW ENFORCEMENT VEHICLES	<b>Page 7</b> of 10
--------------	--------------------------------	-------------------------------------------------------------------------------	------------------------

PO Box 300658  
Montgomery, Alabama 36130-0658

The definition of sale, for the purpose of this bid only, will be at the time of vehicle delivery and acceptance by the agency.

Only the base vehicle price will be used toward the "total dollar amount" for calculating the administrative fees. Administrative costs, such as title fees and charges for options will not be included in the calculation of the administrative fees.

Failure to comply with the provisions of this term and conditions as outlined above, will result in the cancelation of the contract, and the vendor's possible debarment from doing business with the State of Alabama for an indeterminate period

#### **Vehicles and Motorcycles, Law Enforcement:**

Production/close-out dates:

This contract is for the current year model only. The manufacturer determines production and close out dates, which will be provided by the awarded vendors to State Purchasing at the earliest possible date. State Purchasing will then post these dates on the contract online.

Delivery dates shown on the contract are estimates only, as dealers do not have control over production schedules.

Agencies are encouraged to order as soon as the contract(s) are put in place. Orders placed just before the vendor cut-off dates run the risk of delayed delivery and possible order cancellation.

Delivery/pick-up:

If vehicle delivery exceeds twenty (20) miles, vehicle(s) will either be picked-up at the contract dealership, or delivered to the delivery destination per the delivery charges term and condition with the cost of delivery added to the PO on the vehicle delivery line.

When vehicles are ready to be picked up at the dealership the contract vendor must notify the ordering agency. The ordering agency will make every effort to pick up the vehicle(s) within seven (7) calendar days.

All vehicles delivered/picked up must have 2 sets of keys and a minimum of 5 gallons of fuel.

Warranty cards and service policy must accompany each vehicle when they are delivered/picked-up, as the warranty will go into effect at this time. Vehicles must also be serviced and ready for use at time of delivery/pick up.

All titles, fees, as well as other charges, are to be paid by the contract vendor. The vendor must furnish a prepaid certificate of title in the name of the agency that purchased the vehicle(s). The title will change upon acceptance of delivery to the agency.

Standard features and options:

"Purchasing optional equipment on state motor vehicles that is unnecessary for the proper functioning of the automobile or safety of the driver and passengers" is prohibited by state law on this contract.

All vehicles shall come equipped with all standard equipment and options as shown as part of the base vehicle. This standard equipment and options on the base line must be factory installed.

Options not listed as part of the awarded base vehicle must be sold under the vehicle option line and must be factory installed, unless approved by state purchasing prior to award, and must be sold at dealer invoice cost.

All vehicles being ordered with additional options beyond those shown on the base vehicle contract line must have a quote from the awarded vendor showing the options code and dealer invoice price.

Vehicles sold under this contract must be free of dealership logos, decals, or advertising.

Colors:

Vehicles must be factory colors with matching interior. Colors will be stated on the purchase order. If no color is specified, the vendor will order with factory white color with matching interior. Motorcycle colors will be selected

210000000043	<b>Document Phase</b> Final	<b>Document Description</b> MA - STATE OF ALABAMA LAW ENFORCEMENT VEHICLES	<b>Page 8</b> of 10
--------------	--------------------------------	-------------------------------------------------------------------------------	------------------------

from the contractor's standard color selection options. Additional cost for non-standard Motorcycle colors must be added to the PO on the vehicle option line.

Passenger vans disclaimer:

Some vans that appear on this contract do not conform to federal school bus safety standards and they may not be sold for use as school buses or activity buses.

**Contract period:**

Establish a 12 month contract with an option to extend for a second, third, fourth, and fifth 12 month period with the same pricing, and terms and conditions. The second, third, fourth, or fifth 12 month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12 month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12 month period.

**Ordering process:**

Purchases for state agencies will be made by contract direct orders (DO's) showing specific shipping information. Cities, counties, school systems and other political subdivisions will be responsible for issuing their own purchase orders directly to the vendor.

**Proration:**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

**Manufacturer, Stock/Model numbers:**

At the end of each line item where spaces are marked MFR" and MODEL, the vendor is to indicate the manufacturer and model necessary to complete each unit as specified.

**Descriptive literature:**

Vendors may be required to provide complete descriptive, technical literature for evaluation. Reference to literature with a previous bid or to a website will not satisfy this requirement.

Literature, if requested, must be provided within 5 business days from the date of request. The literature must show the line item number on the bid and the make/model. Failure to provide the literature as outlined above will result in the rejection of your bid on that line item.

Physical inspection and operational evaluation may also be required without cost or obligation to the State of Alabama.

**Requested information:**

Any additional information requested from a vendor must be furnished within five (5) days from receipt of request.

**Firm Pricing:**

All prices quoted must be firm for a period of one (1) year from the vendor's notification of award.

**OPTIONS PRICING:**

All options must be sold at dealer invoice cost. All options must be factory installed unless otherwise noted on the options price list supplied to state purchasing by the awarded vendor. Options pricing must be supplied to the agency within 2 business days from date of request. Agencies may request standard features to be deleted, if Possible, with a reduction to the vehicle cost. This reduction will be shown on the quote, invoice, requisition, and purchase order as a negative cost.

Proof of dealer cost may be requested and must be supplied within 2 business days from the date of request. Failure to provide proof of dealer cost may result in contract cancellation.

210000000043	<b>Document Phase</b> Final	<b>Document Description</b> MA - STATE OF ALABAMA LAW ENFORCEMENT VEHICLES	<b>Page 9</b> of 10
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Vendors must not enter a price on the unit price line for vehicle options or vehicle delivery. The prices for these line items will be quoted at the time the vehicle is ordered. Only the price pages with prices for the line items you are bidding on need to be returned.

**QUOTES:**

When vendors supply a quote to an agency, individual priced options must show for the base vehicle price (which matches the contract bid price). Items included in the base bid price (such as title, fuel, keys, warranty, etc.) must not be shown as separate cost on option quotes.

It would be helpful for vendors to notate the contract and line number on any quotes provided to agencies.

**CREDIT APPLICATIONS/BUSINESS LICENSES, ETC:**

Vendors may not require any state or other governmental entity buying from this contract to complete credit applications or any other forms.

State agencies or other local governmental entities purchasing from this contract may not require vendors to obtain business or other licenses or complete any other forms.

**PURPOSE:**

To establish a statewide contract for Vehicles and Motorcycles, Law Enforcement for State agencies, pricing may be made available to other local governmental agencies, Such as cities, counties, schools, universities, etc. Non-Government agencies, such as non-profit, are not eligible to purchase from this contract regardless of funding.

Payment terms: All state agencies and universities payment terms are net 30 after vehicle delivery and receipt of correct invoice.

All other local governmental entities payment terms are upon vehicle delivery and receipt of correct invoice.

\* Note: vendors may charge State or other Governmental entities purchasing from this contract interest on late payments, in accordance with Code of Alabama 41-16-3.

**Quantity:**

The exact quantity of purchases for each item listed is not known. The division of purchasing does not guarantee that the state will purchase any quantity.

**PLEASE NOTE: THE EXACT BID COPY REQUIREMENT PER ITEM NUMBER 4 UNDER AUTHORITY OF THIS RFB. PLEASE NOTE: FAILURE TO PROVIDE THE REQUIRED COPY WITH YOUR BID WILL RESULT IN THE REJECTION OF YOUR BID.**

**PLEASE NOTE: ALL PRICES MUST BE GIVEN PER THE UNIT OF MEASURE IN THE UNIT PRICE SPACE OF THE RFB DOCUMENT. FAILURE TO PROVIDE THE UNIT PRICE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

**ANY VENDOR WISHING TO BID ON THIS RFB OR ANY RFB THROUGH THE DIVISION OF PURCHASING, MUST HAVE PAID A BIENNIAL VENDOR SUBSCRIPTION FEE IN THE AMOUNT OF \$200.00 PRIOR TO SUBMITTING A BID. THE SUBSCRIPTION FEE MUST BE PAID BY EITHER AN ACCEPTED CREDIT OR DEBIT CARD OR BY ELECTRONIC CHECK THROUGH THE VENDOR'S SELF SERVE (VSS) ACCOUNT. FAILURE TO SUBSCRIBE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

**ELECTRONIC PAYMENT**

Vendors awarded in response to this RFB must accept EFT forms of electronic payment at no additional cost to the State.

**PRE-BID CONFERENCE:**

There will be a pre-bid conference for all vendors wishing to bid on this RFB. Vendors will be required to sign-in at the pre-bid conference. Vendors attending the pre-bid conference should come prepared to ask questions relative to this RFB. To conserve time, vendors should submit their question(s) in advance. The question(s) must be submitted to the buyer in writing via the email listed on page one of this FRB. Questions must be submitted in a timely manner prior to the pre-bid

210000000043	<b>Document Phase</b> Final	<b>Document Description</b> MA - STATE OF ALABAMA LAW ENFORCEMENT VEHICLES	<b>Page 10</b> of 10
--------------	--------------------------------	-------------------------------------------------------------------------------	-------------------------

conference in order to allow for a proper response. Time permitting the question(s) will be answered via response of the question's submission. All questions received and answered prior to the pre-bid conference will also be addressed during the conference. Any resulting changes to the specifications or terms and conditions will be published in the form of an amendment to this RFB. The Pre-Bid Conference will be as follow:

DATE: September 8, 2020  
TIME: 9:30 am  
PLACE: Alabama Department of Transportation Central Office  
1409 Coliseum Blvd.  
Conference Rooms 7 & 8  
Montgomery, AL 36110

Parking is available the North Parking lot closest to the loading dock. Entry will be through the glass doors located on the Northwest Corner of the building. ALDOT security will sign in all visitors.

In addition, if you are unable to attend the Pre-Bid Conference in person, you may use our Audio Conference System. Details are Below:

Dial-in Info: +1 (334)-353-6333

Participant Code: 467-098-17

Link: <http://10.150.254.51/conference/46709817>



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

James DeLapp, Executive Director of Public Works

**Sponsored by:**

Mayor William S. Stimpson

**Purpose and Scope of Project:**

Transfer of funds in order to cover project contingencies that arise in Public Works.

**Amount of Contract:**

\$300,000

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department	Reviewer	Action	Date
Public Service	Boucher, Cheri	Approved	4/1/2022 - 11:37 AM
Budget	Sapp, Celia	Approved	4/4/2022 - 7:09 AM
Legal	Kern, Chris	Approved	4/7/2022 - 10:37 AM
Legal	Kern, Chris	Approved	4/7/2022 - 10:37 AM
Mayors Office	Barber, James	Approved	4/7/2022 - 2:09 PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Nick Amberger, City Engineer, Engineering Department

**Sponsored by:**

Mayor William S. Stimpson and Councilmembers Cory Penn, William Carroll, C.J. Small, Ben Reynolds, Joel Daves, Scott Jones and Gina Gregory  
(City Wide D1-D7)

**Purpose and Scope of Project:**

Contract renewal with Osprey Initiative, LLC for removal of floating litter on Dog River and Three Mile Creek Watersheds

**Amount of Contract:**

\$100,000.00

**Funding Source**

**Project #** C0446, REMOVAL OF LITTER ON  
DOG RIVER, 3/1 MILE CREEK

**Discretionary Funds**

**Project String**

**Contract Number:**3161

**Budget Amendment**      **REDUCE**    **INCREASE**    \$100,000.00

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department Reviewer	Action	Date
Engineering Amberger, Nick	Approved	3/31/2022 - 1:11 PM
Capital Rhodes, Brenda	Approved	3/31/2022 - 4:24 PM
Legal Kern, Chris	Approved	4/7/2022 - 10:39 AM
Mayors		4/7/2022 - 2:08



Office

Barber, James

Approved

PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Nick Amberger, P.E.  
City Engineer

**Sponsored by:**

Mayor William S. Stimpson and Councilmember Cory Penn

**Purpose and Scope of Project:**

To accept a contract with McCrory & Williams, Inc., for engineering design for drainage improvements

**Amount of Contract:**

\$163,000.00

**Funding Source**

**Project #** C0446

**Project String** 20002000-48020

**Budget Amendment**      **REDUCE**      **INCREASE**

**Grant Funds**

**Discretionary Funds**

**Contract Number:**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department	Reviewer	Action	Date
Engineering	Amberger, Nick	Approved	4/5/2022 - 11:07 AM
Capital	Rhodes, Brenda	Approved	4/5/2022 - 12:13 PM
Legal	Kern, Chris	Approved	4/7/2022 - 10:36 AM
Mayors Office	Barber, James	Approved	4/7/2022 - 2:09 PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Lisa C. Lambert, City Clerk

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department Reviewer	Action	Date
City Clerk   Gauthier, Lana	Approved	3/30/2022 - 8:40 AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Lisa C. Lambert, City Clerk

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department Reviewer	Action	Date
City Clerk   Gauthier, Lana	Approved	3/30/2022 - 8:41 AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Chris Arledge, Council Attorney

**Sponsored by:**

Councilmember Carroll

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description

Type

Upload Date

**REVIEWERS:**

Department Reviewer

Action

Date

City Clerk Gauthier, Lana

Approved

4/14/2022 - 2:30  
PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Chris Arledge, Council Attorney

**Sponsored by:**

Councilmember Carroll

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description

Type

Upload Date

**REVIEWERS:**

Department Reviewer

Action

Date

City Clerk Gauthier, Lana

Approved

4/14/2022 - 2:37 PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Lisa C. Lambert, City Clerk

**Sponsored by:**

Councilmember Small

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description

Type

Upload Date

**REVIEWERS:**

Department Reviewer

Action

Date

City Clerk Gauthier, Lana

Approved

4/14/2022 - 9:34  
AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

REBECCA CHRISTIAN, COMPTROLLER

**Sponsored by:**

COUNCILMEMBER GINA GREGORY

**Purpose and Scope of Project:**

Allocate District 7 discretionary funds to the Public Services-Sanitation Department for debris removal in the Summer Place Subdivision.

**Amount of Contract:**

\$100.00

**Funding Source**

**Project #** DSC-07 / 10041020-42080

**Discretionary Funds** DSC-07

**Project String**

**Contract Number:**

**Budget Amendment**      **REDUCE**      **INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department Reviewer

Action

Date

City Clerk   Gauthier, Lana

Approved

4/14/2022 - 3:18 PM





## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Kina Andrews, Public Services Department

**Sponsored by:**

Mayor Stimpson

**Purpose and Scope of Project:**

Authorize the Mayor to receive grant funding in the amount of \$30,000.00 as a sub award from the Alabama Department of Environmental Management (ADEM) through the Mobile County Commission, as grantee, for services consisting of pick-up and disposal of scrap tires. Funding for this grant program is provided by the Alabama Department of Environmental Management (ADEM) to support their Right of Way Scrap Tire Removal Program. There is no match requirement for this grant.

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds \$30,000.00**

**Matching Funds 0**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department Reviewer	Action	Date
Accounting Daniels, Bettye	Approved	4/12/2022 - 2:32 PM
Legal      Kern, Chris	Approved	4/13/2022 - 5:18 PM
Legal      Kern, Chris	Approved	4/13/2022 - 5:18 PM
Mayors Office      Montgomery, Brandi	Approved	4/14/2022 - 2:49 PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Gary Jackson, Municipal Enforcement Program Coordinator

**Sponsored by:**

Councilmember Cory Penn - District 1

**Purpose and Scope of Project:**

Declaring the Structure a Public Nuisance - Demolition

**Amount of Contract:**

N/A

**Effective Date of Contract:**

4/19/2022

**Funding Source**

**Project #** 3210 First Avenue - ME-016-22

**Discretionary Funds** N/A

**Project String** N/A

**Contract Number:**N/A

**Budget Amendment**      **REDUCE** N/A    **INCREASE** N/A

**Grant Funds** N/A

**Matching Funds** N/A

**ATTACHMENTS:**

Description	Type	Upload Date
-------------	------	-------------

**REVIEWERS:**

Department	Reviewer	Action	Date
Municipal Enforcement	Gauthier, Lana	Approved	4/14/2022 - 9:44 AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Gary Jackson, Municipal Enforcement Program Coordinator

**Sponsored by:**

District 1	Cory Penn	7 cases
District 2	William Carroll	7 cases
District 3	C J Small	1 case
District 4	Ben Reynolds	0 cases
District 5	Joel Daves	3 cases
District 6	Scott Jones	1 case
District 7	Gina Gregory	1 case

**Purpose and Scope of Project:**

Declare weeds noxious, Group 1627

**Effective Date of Contract:**

4/19/2022

**Funding Source**

**Project #** Weed Lien Group 1627

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**      **REDUCE**    **INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department	Reviewer	Action	Date
Municipal Enforcement	Gauthier, Lana	Approved	4/14/2022 - 10:49 AM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Chief Paul Prine

**Sponsored by:**

Mayor Stimpson

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description

Type

Upload Date

**REVIEWERS:**

Department Reviewer

Action

Date

City Clerk Gauthier, Lana

Approved

4/12/2022 - 4:22 PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

REBECCA CHRISTIAN, COMPTROLLER

**Sponsored by:**

COUNCILMAN SCOTT JONES

**Purpose and Scope of Project:**

FUNDS WILL BE USED TO ASSIST WITH THEIR SPRING PRODUCTION OF "MATILDA: THE MUSICAL"

**Amount of Contract:**

\$1,000.00

**Funding Source**

**Project #** DSC-06 / 10041020-42080

**Discretionary Funds** DSC-06

**Project String**

**Contract Number:**

**Budget Amendment**      **REDUCE**      **INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department Reviewer	Action	Date
Accounting Daniels, Bettye	Approved	4/13/2022 - 2:11 PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

REBECCA CHRISTIAN, COMPTROLLER

**Sponsored by:**

COUNCILMAN CORY PENN

**Purpose and Scope of Project:**

FUNDS WILL BE USED TO ASSIST WITH THEIR FUND-RAISING KICK BALL TOURNAMENT AT SAGE PARK ON APRIL 9, 2022

**Amount of Contract:**

\$500.00

**Funding Source**

**Project #** DSC-01 / 10041020-42080

**Discretionary Funds** DSC-01

**Project String**

**Contract Number:**

**Budget Amendment**      **REDUCE**      **INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
-------------	------	-------------

**REVIEWERS:**

Department Reviewer	Action	Date
Accounting Daniels, Bettye	Approved	4/13/2022 - 2:18 PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

REBECCA CHRISTIAN, COMPTROLLER

**Sponsored by:**

COUNCILMAN CORY PENN

**Purpose and Scope of Project:**

FUNDS WILL BE USED TO ASSIST YOUTH WITH SECONDARY EDUCATION AND CAREER GOALS AS A WAY TO CONTINUE TO PREVENT INCREASING YOUTH HOMELESS POPULATIONS

**Amount of Contract:**

\$1,000.00

**Funding Source**

**Project #** DSC-01 / 10041020-42080

**Discretionary Funds** DSC-01

**Project String**

**Contract Number:**

**Budget Amendment**      **REDUCE**      **INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department Reviewer	Action	Date
Accounting Daniels, Bettye	Approved	4/13/2022 - 2:28 PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

John Paine, Purchasing Agent

**Sponsored by:**

Mayor William S. Stimpson

**Purpose and Scope of Project:**

To approve issuance of purchase order to Deere & Company for one 2022 John Deere 4066R compact utility tractor for Parks.

General fund.

**Amount of Contract:**

\$43,636.12

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
20220407 Deere Agenda Package POs	Cover Memo	4/7/2022

**REVIEWERS:**

Department Reviewer	Action	Date
Mayors Office      Montgomery, Brandi	Approved	4/14/2022 - 2:46 PM



# AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

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FUNDING SOURCE:

Associated Costs:

*\*If Cost will continue, write "indefinite" and list project annual cost.*

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## **RESOLUTION**

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

<b>Requisition</b>	<b>Fiscal Year</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>	<b>Vendor</b>
<u>7298</u>	2022	(F7000) MOTOR POOL	2022 JOHN DEERE 4066R COMPACT UTILITY TRACTOR FOR PARKS (SOURCEWELL COOPERATIVE PURCHASING AGREEMENT – MODEL NOT ON STATE CONTRACT)	\$43,636.12	<u>(295477) DEERE &amp; COMPANY</u>

Adopted:

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City Clerk

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00007298-00 FY 2022  Acct No: 7000.40.20.0000.0000.2070.0000.0000.47120. Review: Buyer: Status: Approved	Page 1
----------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------	--------

Vendor  
 DEERE & COMPANY  
 2000 JOHN DEERE RUN

Ship To  
 MOTOR POOL  
 745 BROAD STREET

CARY, NC 27513

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

Tel#800-358-5010 OPT 2  
 Fax 309-749-2313

Delivery Reference  
 DIANE CARTER-MCCARTY

Deliver To  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/15/22	295477	03/15/22			MOTOR POOL

LN Description / Account	Qty	Unit Price	Net Price
001 UTILITY TRACTOR AS SPECIFIED: 2022 JOHN DEERE 4066R COMPACT UTILITY TRACTOR.	1.00 EACH	43636.12000	43636.12

Additional Description Notes

2022 JOHN DEERE 4066R COMPACT UTILITY TRACTOR. TRACTOR TO INCLUDE REMOVABLE LOADER, CANOPY, ROPS SYSTEM, AND OPEN CAB / OPERATORS POSITION.

AS PER Sourcewell Grounds Maintenance 031121-DAC  
(PG NB CG 70)

DEERE QUOTE 25915912 VIA SUNSOUTH LLC

1 7000.40.20.0000.0000.2070.0000.0000.47120.  
 E MP02012 .VEHICLEEXP.

43636.12

Ship To  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604  
 Delivery Reference  
 DIANE CARTER-MCCARTY

Deliver To  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604

<b>Bill To</b> ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	<b>Requisition 00007298-00 FY 2022</b>  Acct No: 7000.40.20.0000.0000.2070.0000.0000.47120. Review: Buyer: Status: Approved	Page 2
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**Vendor**  
 DEERE & COMPANY  
 2000 JOHN DEERE RUN

**Ship To**  
 MOTOR POOL  
 745 BROAD STREET

CARY, NC 27513

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

Tel#800-358-5010 OPT 2  
 Fax 309-749-2313

**Delivery Reference**  
 DIANE CARTER-MCCARTY

**Deliver To**  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
03/15/22	1295477	03/15/22			MOTOR POOL

LN Description / Account	Qty	Unit Price	Net Price
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Requisition Total 43636.12

\*\*\*\*\* Project Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
E MP02012 .VEHICLEEXP.	43636.12	113929.74

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
7000.40.20.0000.0000.2070.0000.0000.47120.	43636.12	3568237.49
MOTOR POOL EXP		VEHICLE ACQ (GREATER \$5000)

\*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
Approved	03/16/22	DIANE MCCARTY	
Approved	03/16/22	CHARLES SUMRALL	Auto approved by: 910513661
Approved	03/17/22	JOHN PEAVY	Auto approved by: 910518527
Approved	03/17/22	JAMES DELAPP	
Approved	04/07/22	DONNA MICHELE STANLEY	Auto approved by: 9105paij
Approved	04/07/22	DONALD ROSE	Auto approved by: 9105paij
Approved	04/07/22	SANDRA LEWIS	Auto approved by: 9105paij
Approved	04/07/22	JOHN PAINE	

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature

  
Awarded Contract

## Deere and Company

### Grounds Maintenance Equipment

#031121-DAC

Maturity Date: 04/30/2025

#### Products & Services

[Contract Documents](#)[Pricing](#)[Contact Information](#)

#### Products & Services

Sourcewell contract 031121-DAC gives access to the following types of goods and services:

- Lawn & garden tractors
- Lawn & garden attachments
- Professional zero-turn mowers
- Commercial walk-behind mowers
- Commercial front- & wide-area mowers
- Utility vehicles (UTV)
- Compact utility tractors & loaders
- Rotary cutters
- Golf & turf equipment
- Frontier equipment

#### Become a Member

Simply complete the [online application](#) or contact the Client Development team at [service@sourcewell-mn.gov](mailto:service@sourcewell-mn.gov) or 877-585-9706.

#### Search Vendors & Contracts

[General Contracts](#)[ezIQC Contracts](#)

Sourcewell's website may contain links to nongovernment websites being provided as a convenience and for informational purposes only. Sourcewell neither endorses nor guarantees, in any way, the external organization's services, advice, or products included in these website links. Sourcewell bears no responsibility for the accuracy, legality, or timeliness of any content on the external site or for that of subsequent links. All questions related to content on external sites should be addressed directly to the host of that particular website.

PRICE SCHEDULE: Sourcewell RFP # 031121		
Price Page Tabs	Product Descriptions	Discounts off MSRP
<b>TURF EQUIPMENT</b>		
L21	Residential Zero-Turn-Radius Mowers & Equipment (excludes Z700s)	4%
L21	Residential Zero-Turn-Radius Mowers & Equipment (Z700s only)	9%
L25	Lawn Tractors (S100s, S240s only) & Equipment	4%
L25	Lawn Tractors (X300s only) & Equipment	18%
L30	Garden Tractors & Equipment	18%
L35	Equipment for Lawn & Garden Tractors	18%
C10	Commercial Walk-Behind Mowers & Equipment	23%
C13	Commercial Zero-Turn-Radius Mowers & Equipment	23%
C15	Commercial Front Mowers & Equipment	23%
C18	Commercial Wide Area Mowers & Equipment	23%
C20	Compact Utility Tractors & Equipment	18%
C21	Equipment for Commercial Mowing Products	23%
C25	Equipment for Compact Utility Tractors	18%
C40	Mid Duty Crossover Utility Vehicles & Equipment	14%
C41	High-Performance Utility Vehicles & Equipment	14%
C42	Gator Utility Vehicles & Equipment	17%
C47	HPX Utility Vehicles & Equipment	14%
C48	Implements for Utility Vehicles	14%
<b>GOLF EQUIPMENT</b>		
G10	Reel Mowers & Equipment	24%
G15	Special Application Mowers & Equipment	24%
G20	Special Application Vehicles & Equipment	24%
G25	Aeration & Equipment	24%
G30	Debris Maintenance & Equipment	24%
G35	Golf Fleet Management	13%
<b>FRONTIER PRODUCTS</b>		
Frontier	Cotton	18%
Frontier	Cutting & Mowing	18%
Frontier	Hay & Forage	18%
Frontier	Landscaping	18%
Frontier	Livestock	18%
Frontier	Material Handling	18%
Frontier	Planting & Seeding	18%
Frontier	Snow Equipment	18%
Frontier	Sprayers	18%
Frontier	Tillage	18%

Discounts listed are off John Deere's list price (MSRP). List price can be found on [www.deere.com](http://www.deere.com) by utilizing "Build Your Own" and building the desired machine.

**Note:** Discounts will be calculated based on current pricing at the time an agency requests the quote and will be valid for 30 days.

**Note:** For equipment deliveries to Sourcewell participating entities in Alaska or Hawaii, factory freight to the delivering dealer will be paid by the end-user. Factory freight is known at the time of quoting and will be included on the quote to the end-user.

**Note:** John Deere dealers have the option to charge \$4.00 per loaded mile to deliver the equipment to the end-user. Mileages will be calculated using Google Maps.

**Note:** Agencies may utilize [www.deere.com](http://www.deere.com) to obtain the most current information regarding John Deere dealership locations. Select "Find A Dealer" at the top of the page to locate the nearest dealer.

Location:  
401 Adams Avenue, Suite 280  
Montgomery, AL 36104-4338



Mailing Address:  
P.O. Box 302251  
Montgomery, AL 36130-2251  
Telephone (334) 242-9200  
Fax (334) 242-1775  
[www.examiners.alabama.gov](http://www.examiners.alabama.gov)

Rachel Laurie Riddle  
Chief Examiner

November 5, 2021

Alabama Community College System  
Alabama County Commissions  
Alabama Municipalities  
City and County Boards of Education

To Whom It May Concern,

**PUBLIC WORKS NOTICE:** This letter does not authorize the purchase of any goods or services from Sourcewell related to “public works,” as defined in Section 39-2-1(6), *Ala. Code* (2011), except as follows: the contract for purchasing air conditioning and heating units and systems, awarded under Sourcewell RFP #070121, has been approved for use under the provisions of Section 39-2-2(d)(2), *Ala. Code* (2018), as amended by Act No. 2021-282. This approval does **not** authorize installation, labor, or services related thereto, which must be bid in compliance with Title 39.

In accordance with Sections 16-13B-2(a)(13) and 41-16-51(a)(16), *Ala. Code* 1975 as amended by Act No. 2021-485, the Department has reviewed the competitive bidding process used by Sourcewell, a national, governmental purchasing cooperative, for the contracts awarded as of the date of this letter. The Department did not identify any matters that were contrary to proper purchasing procedures or routine governmental procurement practices. Each contract was awarded by Sourcewell pursuant to the competitive bid laws of the State of Minnesota.

Based on the Department’s review, the competitive bid process used by Sourcewell is approved for use through **December 31, 2022**. This approval authorizes the purchase, lease, or lease/purchase of certain goods or services, other than voice or data wireless communication services, when certain statutory conditions are fulfilled. See Sections 16-13B-2(a)(13) and 41-16-51(a)(16), *Ala. Code* 1975 as amended by Act No. 2021-485. This approval does **not** apply to State Public Four-Year Universities within the State of Alabama.

Prior to utilizing Sourcewell, each governmental entity must verify that the goods or services to be purchased, leased, or lease/purchased are not at the time available on the state purchasing program or are not available at a price equal to or less than that on the state purchase program. *Id.* Further, any such purchases, leases, or lease/purchases must be made through a participating Alabama vendor holding an Alabama business license if such vendor exist. *Id.*

Should the Department receive notice that Sourcewell or its awarded vendors are allowing Alabama governmental entities to make unauthorized purchases or other unlawful business transactions, Sourcewell’s competitive bid process approval will subject to immediate revocation by the Department.

If the Department can be of further assistance, please let us know.

Sincerely,

Rachel Laurie Riddle  
CHIEF EXAMINER

RLR/lbm





## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

John Paine, Purchasing Agent

**Sponsored by:**

Mayor William S. Stimpson

**Purpose and Scope of Project:**

To approve issuance of purchase orders to Stivers Ford Lincoln Inc for 6 2022 Ford Explorer 4X4 SUVs for various departments for motor pool.

General fund.

**Amount of Contract:**

\$183,780.00

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
20220412 Stivers Agenda Package POs	Cover Memo	4/12/2022

**REVIEWERS:**

Department Reviewer	Action	Date
Mayors Office Montgomery, Brandi	Approved	4/14/2022 - 2:47 PM



# AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

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FUNDING SOURCE:

Associated Costs:

*\*If Cost will continue, write "indefinite" and list project annual cost.*

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## **RESOLUTION**

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

<b>Requisitions</b>	<b>Fiscal Year</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>	<b>Vendor</b>
<u>8293, 8294, 8347</u>	2022	(F7000) MOTOR POOL	6 2022 FORD EXPLORER 4X4 SUVS FOR VARIOUS DEPTS FOR MOTOR POOL (AL STATE CONTRACT)	\$183,780.00	<u>(292393)</u> <u>STIVERS FORD</u> <u>LINCOLN INC</u>

Adopted:

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City Clerk

<b>Bill To</b> ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	<b>Requisition</b> 00008293-00 FY 2022 <b>PO</b> 22007810 <b>Acct No:</b> 7000.40.20.0000.0000.2070.0000.0000.47030. <b>Review:</b> <b>Buyer:</b> <b>Status:</b> Converted	Page 1
-----------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------

**Vendor**  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

**Ship To**  
 MOTOR POOL  
 745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

Tel#334-613-5000  
 Fax 334-613-5018

**Delivery Reference**  
 DIANE CARTER-MCCARTY

**Deliver To**  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/07/22	292393	04/07/22			MOTOR POOL

LN Description / Account	Qty	Unit Price	Net Price
001 MID SIZE SUV AS SPECIFIED: 2022 FORD EXPLORER 4X4 FOUR DOOR MID SIZE SUV. Additional Description Notes ----- 2022 FORD EXPLORER 4X4 FOUR DOOR MID SIZE SUV.  AS PER STATE OF ALABAMA CONTRACT T-191 MA16000000221 LINE 1 1 7000.40.20.0000.0000.2070.0000.0000.47030.	3.00 EACH	30366.00000	91098.00

**Ship To**  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604  
**Delivery Reference**  
 DIANE CARTER-MCCARTY

**Deliver To**  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604

002 DELIVERY BY DEALER TO CITY OF MOBILE BY STIVERS FORD. FROM 4000 EASTERN BLVD MONTGOMERY ALABAMA TO CITY OF MOBILE MOTOR POOL 745 SOUTH BROAD STREET, MOBILE ALABAMA 176 MILES X \$1.50 PER	3.00 EACH	264.00000	792.00
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008293-00 FY 2022 PO 22007810 Acct No: 7000.40.20.0000.0000.2070.0000.0000.47030. Review: Buyer: Status: Converted	Page 2
----------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------	--------

Vendor  
STIVERS FORD LINCOLN INC  
4000 EASTERN BLVD

MONTGOMERY, AL 36116

Tel#334-613-5000  
Fax 334-613-5018

Ship To  
MOTOR POOL  
745 BROAD STREET

MOBILE, AL 36604  
CARTERD@CITYOFMOBILE.ORG

Delivery Reference  
DIANE CARTER-MCCARTY

Deliver To  
MOTOR POOL  
745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/07/22	292393	04/07/22			MOTOR POOL

LN	Description / Account	Qty	Unit Price	Net Price
1	MILE AS PER STATE OF ALABAMA CONTRACT. 7000.40.20.0000.0000.2070.0000.0000.47030.			792.00

Ship To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604  
Delivery Reference  
DIANE CARTER-MCCARTY

Deliver To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604

#### Requisition Link

Requisition Total 91890.00

#### \*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
7000.40.20.0000.0000.2070.0000.0000.47030.	91890.00	
MOTOR POOL EXP	GAIN/LOSS FIXED ASSETS	

#### \*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
Approved	04/08/22	DIANE MCCARTY	
Approved	04/08/22	CHARLES SUMRALL	
Approved	04/08/22	KINA ANDREWS	
			Auto approved by: 910513661

<b>Bill To</b> ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	<b>Requisition</b> 00008293-00 FY 2022 <b>PO</b> 22007810 <b>Acct No:</b> 7000.40.20.0000.0000.2070.0000.0000.47030. <b>Review:</b> <b>Buyer:</b> <b>Status:</b> Converted	Page 3
-----------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------

**Vendor**  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

**Ship To**  
 MOTOR POOL  
 745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

Tel#334-613-5000  
 Fax 334-613-5018

**Delivery Reference**  
 DIANE CARTER-MCCARTY

**Deliver To**  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/07/22	292393	04/07/22			MOTOR POOL

LN	Description / Account	Qty	Unit Price	Net Price
Approved	04/08/22 JAMES DELAPP	Auto approved by:	910515803	
Approved	04/08/22 DONNA MICHELE STANLEY	Auto approved by:	9105paij	
Approved	04/08/22 DONALD ROSE	Auto approved by:	9105paij	
Approved	04/08/22 SANDRA LEWIS	Auto approved by:	9105paij	
Approved	04/08/22 JOHN PAINE			

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008294-00 FY 2022  Acct No: 7000.40.20.0000.0000.2070.0000.0000.42110. Review: Buyer: Status: Released	Page 1
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Vendor  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

Ship To  
 MOTOR POOL  
 745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

Tel#334-613-5000  
 Fax 334-613-5018

Delivery Reference  
 DIANE CARTER-MCCARTY

Deliver To  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/07/22	292393	04/07/22			MOTOR POOL

LN Description / Account	Qty	Unit Price	Net Price
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001 MID SIZE SUV AS SPECIFIED: 2022 FORD EXPLORER 4X4 FOUR DOOR MID SIZE SUV.	2.00 EACH	30366.00000	60732.00
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Additional Description Notes

2022 FORD EXPLORER 4X4 FOUR DOOR MID SIZE SUV.

AS PER STATE OF ALABAMA CONTRACT T-191 MA 16000000000221 LINE 1.

1 7000.40.20.0000.0000.2070.0000.0000.42110.	60732.00
----------------------------------------------	----------

Ship To  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604  
 Delivery Reference  
 DIANE CARTER-MCCARTY

Deliver To  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604

002 DELIVERY BY DEALER TO CITY OF MOBILE BY STIVERS FORD. FROM 4000 EASTERN BLVD MONTGOMERY ALABAMA TO CITY OF MOBILE MOTOR POOL 745 SOUTH BROAD STREET, MOBILE ALABAMA 176 MILES X \$1.50 PER	2.00 EACH	264.00000	528.00
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008294-00 FY 2022  Acct No: 7000.40.20.0000.0000.2070.0000.0000.42110. Review: Buyer: Status: Released	Page 2
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Vendor  
STIVERS FORD LINCOLN INC  
4000 EASTERN BLVD

Ship To  
MOTOR POOL  
745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604  
CARTERD@CITYOFMOBILE.ORG

Tel#334-613-5000  
Fax 334-613-5018

Delivery Reference  
DIANE CARTER-MCCARTY

Deliver To  
MOTOR POOL  
745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/07/22	1292393	04/07/22			MOTOR POOL

LN	Description / Account	Qty	Unit Price	Net Price
	MILE AS PER STATE OF ALABAMA CONTRACT.			

1	7000.40.20.0000.0000.2070.0000.0000.42110.			528.00
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Ship To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604  
Delivery Reference  
DIANE CARTER-MCCARTY

Deliver To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604

## Requisition Link

Requisition Total	61260.00
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### \*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
7000.40.20.0000.0000.2070.0000.0000.42110.		
	61260.00	
MOTOR POOL EXP	DUES & SUBSCRIPTION	

### \*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
CCancelled	04/08/22	JOHN PAINE	GL Allocation changed
CCancelled	04/08/22	JOHN PAINE	Requisition item added changed
Approved	04/08/22	DIANE MCCARTY	

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008294-00 FY 2022  Acct No: 7000.40.20.0000.0000.2070.0000.0000.42110. Review: Buyer: Status: Released	Page 3
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Vendor  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

Ship To  
 MOTOR POOL  
 745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

Tel#334-613-5000  
 Fax 334-613-5018

Delivery Reference  
 DIANE CARTER-MCCARTY

Deliver To  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/07/22	292393	04/07/22			MOTOR POOL

LN	Description / Account	Qty	Unit Price	Net Price
Approved	04/08/22 CHARLES SUMRALL	Auto approved by:	910513661	
Approved	04/08/22 DIANE MCCARTY	Auto approved by:	910513661	
Approved	04/08/22 CHARLES SUMRALL	Auto approved by:	910513661	
Approved	04/08/22 KINA ANDREWS	Auto approved by:	910515803	
Approved	04/08/22 JAMES DELAPP	Auto approved by:	910515803	
Approved	04/11/22 KINA ANDREWS	Auto approved by:	910515803	
Approved	04/11/22 JAMES DELAPP	Auto approved by:	910515803	
Queued	04/11/22 DONNA MICHELE STANLEY	Auto approved by:	910515803	
Queued	04/11/22 DONALD ROSE	Auto approved by:	910515803	
Queued	04/11/22 SANDRA LEWIS	Auto approved by:	910515803	
Queued	04/11/22 JOHN PAINE	Auto approved by:	910515803	

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature



Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008347-00 FY 2022 PO 22007835 Acct No: 7000.40.20.0000.0000.2070.0000.0000.42110. Review: Buyer: Status: Converted	Page 1
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Vendor  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

Ship To  
 MOTOR POOL  
 745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

Tel#334-613-5000  
 Fax 334-613-5018

Delivery Reference  
 DIANE CARTER-MCCARTY

Deliver To  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/08/22	292393	04/08/22			MOTOR POOL

LN	Description / Account	Qty	Unit Price	Net Price
001	MID SIZE SUV AS SPECIFIED: 2022 FORD EXPLORERS 4X4 STATE CONTRACT T-191. Additional Description Notes ----- 2022 FORD EXPLORER 4X4 FOUR DOOR MID SIZE SUV.  AS PER STATE OF ALABAMA CONTRACT T-191 MA16000000221 LINE 1	1.00 EACH	30366.00000	30366.00
1	7000.40.20.0000.0000.2070.0000.0000.42110.			30366.00

Ship To  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604  
 Delivery Reference  
 DIANE CARTER-MCCARTY

Deliver To  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604

002	DELIVERY BY DEALER TO CITY OF MOBILE BY STIVERS FORD. FROM 4000 EASTERN BLVD MONTGOMERY ALABAMA TO CITY OF MOBILE MOTOR POOL 745 SOUTH BROAD STREET, MOBILE ALABAMA 176 MILES X \$1.50 PER	1.00 EACH	264.00000	264.00
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<b>Bill To</b> ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	<b>Requisition</b> 00008347-00 FY 2022 <b>PO</b> 22007835 <b>Acct No:</b> 7000.40.20.0000.0000.2070.0000.0000.42110. <b>Review:</b> <b>Buyer:</b> <b>Status:</b> Converted	Page 2
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**Vendor**  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

MONTGOMERY, AL 36116

Tel#334-613-5000  
 Fax 334-613-5018

**Ship To**  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

**Delivery Reference**  
 DIANE CARTER-MCCARTY

**Deliver To**  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/08/22	1292393	04/08/22			MOTOR POOL

LN	Description / Account	Qty	Unit Price	Net Price
	MILE AS PER STATE OF ALABAMA CONTRACT.			

1	7000.40.20.0000.0000.2070.0000.0000.47030.			264.00
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**Ship To**  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604  
**Delivery Reference**  
 DIANE CARTER-MCCARTY

**Deliver To**  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604

## Requisition Link

Requisition Total	30630.00
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### \*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
7000.40.20.0000.0000.2070.0000.0000.42110.		
	30366.00	
MOTOR POOL EXP DUES & SUBSCRIPTION		
7000.40.20.0000.0000.2070.0000.0000.47030.		
	264.00	
MOTOR POOL EXP GAIN/LOSS FIXED ASSETS		

### \*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
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<b>Bill To</b> ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	<b>Requisition</b> 00008347-00 FY 2022 <b>PO</b> 22007835 <b>Acct No:</b> 7000.40.20.0000.0000.2070.0000.0000.42110. <b>Review:</b> <b>Buyer:</b> <b>Status:</b> Converted	Page 3
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**Vendor**  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

**Ship To**  
 MOTOR POOL  
 745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

Tel#334-613-5000  
 Fax 334-613-5018

**Delivery Reference**  
 DIANE CARTER-MCCARTY

**Deliver To**  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/08/22	292393	04/08/22			MOTOR POOL

LN	Description / Account	Qty	Unit Price	Net Price
Approved	04/08/22 DIANE MCCARTY			
Approved	04/08/22 CHARLES SUMRALL			
Approved	04/11/22 KINA ANDREWS			
Approved	04/11/22 JAMES DELAPP			
Approved	04/11/22 DONNA MICHELE STANLEY			
Approved	04/11/22 DONALD ROSE			
Approved	04/11/22 SANDRA LEWIS			
Approved	04/11/22 JOHN PAINE			

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature

## T191 Vehicle Master Agreement

999 20*221 Stivers Ford Lincoln VC000042177 Effective Date: 4/1/20 – 4/1/23			
	Make	Model	Price
Line 1	Ford	Explorer	\$25,957.00

999 21*75 Stivers Ford Lincoln VC000042177 Effective Date: 11/12/20 – 11/12/22			
	Make	Model	Price
Line 1	Ford	F150 ½ Ton Crew Cab 2WD	\$25,841.00
Line 3	Ford	F250 ¾ Ton Extended Cab 4WD	\$28,769.00

999 21*76 Donohoo Chevrolet VC000049701 Effective Date: 11/12/20 – 11/12/22			
	Make	Model	Price
Line 1	Chevrolet	Suburban Large Sport Utility Vehicle	\$41,573.00

999 21*129 Stivers Ford Lincoln VC000042177 Effective Date: 1/1/21 – 11/12/22			
	Make	Model	Price
Line 1	Ford	F250 3/4 Ton Extended Cab 2WD Standard Bed	\$26,267.00
Line 2	Ford	F150 1/2 Ton Extended Cab 4WD Short Bed	\$25,270.00
Line 3	Ford	F150 ½ Ton Crew Cab 4WD	\$28,702.00

999 21*235 Stivers Ford Lincoln VC000042177 Effective Date: 5/28/21 – 11/12/22			
	Make	Model	Price
Line 1	Ford	Ford F250 ¾ Ton Crew Cab 2WD Standard Bed	\$27,575.00
Line 2	Ford	Ford F250 ¾ Ton Crew Cab 4WD Standard Bed	\$30,025.00



State of Alabama  
Department of Finance  
Division of Purchasing  
Master Agreement

**Modification**

**CONTRACT INFORMATION**

**MASTER AGREEMENT NUMBER:** MA 999 200000000221

**NOT TO EXCEED AMOUNT:**

Begin Date: 04/01/2020

Procurement Folder: 1024611

Expiration Date: 04/01/2023

Procurement Type: Master Agreement

Solicitation Number:

Replaces Award Document:

Award Date:

Replaced by Award Document:

Modification Date: 03/29/22

Version Number: 5

**CONTACT INFORMATION**

**REQUESTOR:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**ISSUER:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**BUYER:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**CONTRACT DESCRIPTION**

MA-NON-ALTERNATIVE FUEL VEHICLES - T191

OLD T191 NON-ALTERNATIVE FUEL VEHICLES

**Ship To:**

**Bill To:**

**REASON FOR MODIFICATION**

**VENDOR INFORMATION**

**Name /Address:**

VC000042177: Stivers Ford Lincoln

4000 Eastern Boulevard

Montgomery AL 36116

**Contact:**

Billy Bruce

3346135000 EXT: 5056

Bbruce@Stiversonline.Com

## COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$25,957.000000	\$0.00			\$0.00	\$0.00

0718027 - UTILITY VEHICLES, MIDSIZE  
 FORD EXPLORER UTILITY SUV 4 DOOR  
 MIDSIZE UTILITY CLASS SUV, VEHICLE TO BE 4 DOOR WITH ALL STANDARD AND SAFETY FEATURES.  
 7-PASSENGER SEATING

WHEELBASE TO BE A MINIMUM OF 114 AND A MAXIMUM OF 121".  
 WIDTH TO BE A MAXIMUM OF 80" W/O MIRRORS.  
 MINIMUM 4 CYLINDER ENGINE  
 AUTOMATIC TRANSMISSION  
 DAYTIME RUNNING LIGHTS  
 REAR VIEW CAMERA  
 MINIMUM GROUND CLEARANCE 7.75"  
 MINIMUM FUEL TANK CAPACITY OF 17.5 GALLONS

MAKE: FORD

MODEL: EXPLORER

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

0720117 - TRUCK, PICKUP, MID SIZE EXTENDED CAB, SINGLE REAR WHEEL, SHO  
 NO LONGER AVAILABLE - FORD RANGER TRUCK  
 No Longer Available.

MAKE: FORD

MODEL: RANGER

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0		\$0.000000	\$0.00			\$0.00	\$0.00

0710490 - VEHICLES AND OTHER FLEET EQUIPMENT  
 VEHICLE OPTIONS  
 VEHICLE OPTIONS:  
 TO BE BILLED AT DEALER INVOICE PRICING.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
4	0		\$0.000000	\$0.00			\$0.00	\$0.00

96286 - Transportation of Goods, Shipping and Handling, and Other Fr  
 VEHICLE DELIVERY  
 VEHICLE DELIVERY

SEE SPECIFICATION SHEET FOR DETAILS.

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved:



Purchasing Director

APPROVALS			
Date	Status Before	Status After	Approver

	Document Phase	Document Description	Page 3
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

**Authority:**

The Department of Finance Code of Administrative procedure, Chapter 356-4-1 effective September 7, 2012 is incorporated by reference and made a part of this document. To view the Code of Administrative procedures visit our website [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov).

**Choice of Law; Venue:**

This Contract will be governed by laws of the State of Alabama and the sole venue for litigation and alternative dispute resolution activities will be the City of Montgomery in the State of Alabama.

**Not to Constitute a Debt of the State:**

The terms and commitments contained in the RFB, or any contract resulting from this RFB, shall not constitute a debt of the State of Alabama, the incurring of which is prohibited by Section 213 of the Official Recompilation of the Constitution of Alabama, 1901, as amended by Amendment No. 26.

**Bid Response Instructions:**

In order to submit a responsive bid, bidder must read and follow all instructions, terms, conditions and specifications of this solicitation.

1. Bid envelope(s)/package(s)/box(es) must be identified with the bid number and opening date. Each individual bid must be submitted in a separate envelope. Responses to multiple bid numbers submitted in the same package that are not in separate envelopes and properly identified will be rejected. The Division of Purchasing does not assume responsibility for late bids for any reason including those due to postal or courier service. Bid responses must be in the Division of Purchasing office prior to the "close date and time" indicated on the bid.
2. Bid responses must be in ink or typed on this document, or replicated in the exact format. Signatures must be handwritten originals in ink or the bid will be rejected. Unless indicated in the bid, all price pages must be completed and returned. If an item is not being bid, identify it as N/B (no-bid). Pages should be secured. The Division of Purchasing does not assume responsibility for missing pages. Faxed/emailed bid responses will not be accepted.
3. The unit price always governs regardless of the extended amount. A unit price change on a line must be initialed by the person signing the bid or that line will be rejected. Price changes include but are not limited to cross-out, strike-over, ink-over, white-out, erasure, or any other method changing the price.
4. The Division of Purchasing requires an original and a minimum of one exact copy of the signed, notarized bid to include any required addendum(s) and documentation. The original and the copy should be submitted together as a bid package.
5. An improperly submitted bid, late bid or a bid that is canceled on or before the opening date may be retrieved during normal business hours. These bids will be held for 90 days then destroyed. The Division of Purchasing assumes no responsibility for the document after 90 days. Bids retrieved by vendor(s) are considered withdrawn and vendor(s) relinquishes all rights to protest.

**Bid rejection:**

Bidders shall not place any qualification, exceptions, conditions, reservations, limitations, or substitutions in their bid concerning the contract terms and conditions. Any such qualifications, exceptions, conditions, reservations, limitations or substitutions shall result in rejection of the bid.

Bids that are improperly submitted or received late will be documented for record but will not be returned nor will bidder be notified.

The following is a partial list whereby a bid response will be rejected:

Bid number not on envelope/package/box

Bid responses with multiple bid numbers in same envelope not properly identified

Bid responses received late

	Document Phase	Document Description	Page 4
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

**Bid responses not signed/not original signature**

**Bid responses not notarized/not original signature of notary and/or notary expiration**

**Bidder notarized own signature**

**Required information not submitted with bid response**

**Failure to submit the original bid and a complete exact copy**

**Bid response received from non-subscribed/expired vendor (Effective March 1, 2021 Subscriptions will no longer be required)**

**Beason-Hammon Alabama taxpayer and Citizen Protection Act (Act 2011-535 and as amended by Act 2012-491)**

**As a condition for award of this bid, the vendor acknowledges the following:**

**“By signing this contract, the contracting parties affirm, for the duration of any agreement that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.”**

Verification of enrollment in the E-verify program will be required prior to any award to a vendor who employs one or more employees within the State of Alabama. E-verify documentation should be identified with the bid number and the buyer name. Failure to provide documentation within 5 calendar days of notification will result in the rejection of your bid. To enroll in the E-verify program visit [www.dhs.gov/e-verify](http://www.dhs.gov/e-verify).

#### **Certification Pursuant to Act no. 2006-557**

Alabama Law (section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting, and remitting Alabama State and local sales, use, and/or lease tax on all taxable sales and leases into Alabama. By submitting this bid, the bidder is hereby certifying that they are in full compliance with Act no. 206-557, they are not barred from bidding or entering into a contract pursuant to 41-4-116, and acknowledges that the awarding authority may declare the contract void if the certification is false.

Information and assistance to minority and women-owned businesses in acquiring M/WBE certification may be obtained from the office of minority business enterprises at [www.adeca.alabama.gov](http://www.adeca.alabama.gov)

In compliance with Act 2016-312, by submitting this bid the contractor hereby certifies that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this State can enjoy open trade.

#### **\*\*\*\*\*STANDARD TERMS and CONDITIONS \*\*\*\*\***

**Vendor Registration and Subscription Fee (Effective March 1, 2021 Subscriptions will no longer be required)**

Vendors may receive bid notices by registering at the State of Alabama vendor self-service (VSS) portal, <https://procurement.staars.alabama.gov>. Vendors wishing to respond to Requests for Bids (RFB) opening prior to March 1, 2021 must be subscribed. Once registered, you may subscribe by clicking the “Pay Subscription Fee” link at the top of the VSS home page. Payments must be made by credit or debit card.

Subscribed Vendors should provide their VSS-assigned vendor number on all bid submissions. Doing so prevents unnecessary delays in verifying that a vendor is presently subscribed in VSS. Bid responses will not be accepted from non-subscribed vendors. (Effective March 1, 2021 Subscriptions will no longer be required.)



	Document Phase	Document Description	Page 5
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

In the event a vendor fails to provide its VSS-assigned vendor number or provides an incorrect number, the State reserves the right to clarify this information with the vendor. Failure of the vendor to provide the requested clarification within five (5) calendar days may result in the vendor's response being rejected as non-responsive. A vendor's subscription must be maintained throughout the term on an active contract, to include any renewal periods. (Effective March 1, 2021 Subscriptions will no longer be required.)

#### **Communication during Solicitation Process**

There shall be no communication between vendors and the State agency requisitioning the good(s) or service(s) from the time the solicitation is published until the award is posted as final. Unless stated elsewhere in the solicitation, any communications, either written, oral, or electronic between the Vendor and the requisitioning State agency must come through the Division of Purchasing buyer administering the solicitation. Failure to abide by this term and condition may result in disciplinary actions up to debarment.

#### **Non-appropriation of funds**

Continuation of any agreement between the State and a bidder beyond a fiscal year is contingent upon continued legislative appropriation of funds for the purpose of this bid and any resulting agreement. Non-availability of funds at any time shall cause any agreement to become void and unenforceable and no liquidated damages shall accrue to the State as a result. The State will not incur liability beyond the payment of accrued agreement payment.

#### **Proration**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

#### **Intent to Award**

The State of Alabama – Division of Purchasing will issue an 'Intent to Award' before a final award is made. The 'Intent to Award' will continue for a period of five (5) calendar days, after which the award will be final provided there are no protests. Upon final award, all rights to protest are forfeited. A detailed explanation of this process may be reviewed in the Alabama Administrative Code – Chapter 355-4-1(14). All protest communications filed via email must be sent to [protests@purchasing.alabama.gov](mailto:protests@purchasing.alabama.gov)

#### **Alternate Bid Response**

Unless stated elsewhere in this Request for Bid (RFB) the State of Alabama will accept and evaluate alternate bid submittals on any Request for Bid's (RFBs) provided the response meets all bid requirements.

#### **Internet Website Link's**

Internet and/or website links will not be accepted in bid responses as a means to supply any requirements stated in this Request for Bid (RFB).

#### **Product Delivery, Receiving and Acceptance**

In accordance with the Universal Commerce Code (Code of Alabama, Title 7), after delivery, the State of Alabama has the right to inspect all products before accepting. The State will inspect products in a reasonable timeframe. Signature on a delivery document does not constitute acceptance by the State. The State will accept products only after satisfactory inspection.

#### **Sales Tax Exemption**

Pursuant to the Code of Alabama, 1975, Title 40-23-4 (A)(11), the State of Alabama is exempt from paying sales tax. An exemption letter will be furnished upon request.

#### **Invoices**

Inquiries concerning invoice payments are to be directed to the receiving agency.

	Document Phase	Document Description	Page 6
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

#### **Bid Reponses and Bid Results**

Unevaluated Bid Responses are available on our website at [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov). The complete bid file will be made available for review in the Division of Purchasing by scheduling an appointment. We do not provide copies of bid files.

#### **Foreign Corporation – Certificate of Authority**

Alabama Law provides that a foreign corporation (an out-of-state company/firm) may not transact business in the State of Alabama until it obtains a Certificate of Authority from the Secretary of State. Section 10-2B15.01, Code of Alabama 1975. To obtain forms for a Certificate of Authority, contact the Secretary of State, Corporations Division, (334) 242-5324. The Certificate of Authority does not prevent the vendor from submitting a bid.

#### **Alabama Preferred Vendor**

A “Preferred Vendor” shall be a person, firm, or corporation that is granted preference priority by meeting all of the following criteria as established by the Code of Alabama Section 41-16-20.

Priority 1. Produces or manufacturers the product within the State.

Priority 2. Has an assembly plant or distribution facility for the product within the State.

Priority 3. Is organized for business under the applicable laws of the State as a corporation, partnership, or professional association and has maintained at least one retail outlet or service center for the product or service within the State for not less than one year prior to the deadline date for the competitive bid.

Preferred vendor status must be indicated on the pricing page(s) of your bid response in order to be considered for preferred vendor preference. By signing this bid, you affirm that the item(s) indicated meet all three criteria of a preferred vendor.

Bid item(s) meeting the criteria of preferred vendor where pricing is within 1% of the lowest compliant bid may be considered for award by the awarding authority.

	Document Phase	Document Description	Page 7
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

#### **Award:**

Award will be made by line (Vehicle) to the lowest responsible bidder meeting all specifications. However, life cycle costing will be used to determine the lowest responsible bidder based on a 5 year/ 55,000 mile residual value listed in the NADA guide, or the average rate of depreciation as calculated by money-zine.com for the make/model year vehicle bid.

The life cycle cost residual value will be calculated by ALDOT's Office of Fleet Management during the evaluation by using the NADA guide for the month in which the bid is opened for the bid on a 2016 make/model year of that exact vehicle for a 2011 make/ model year with standard options. If the make and model year of vehicle bid is not listed in the NADA guide, money-zine.com will be used to calculate the average rate of depreciation which will be the total life cycle cost for that vehicle.

Each awarded vehicle will also be awarded a vehicle option line and a vehicle delivery line. These line items will not be used in the calculation of the total life cycle cost nor will they figure into the award evaluation. The unit price for those line items must be left blank.

Bid withdrawal prior to award, vendors will have until 5:00 pm central time on the 3rd business day after the bid opening to withdraw any bid price. Bid prices not withdrawn will stand and any resulting contract awarded must be honored for the term of the contract period. Failure to withdraw pricing as outlined above may result in the cancellation of the contract, and the vendor being barred from bidding on future bids for an indeterminate period. Bid withdrawals must be submitted to the buyer in writing. Emailed letters on vendor's letter head will be accepted.

#### **Delivery charges:**

There are no delivery charges for delivery of vehicles within a twenty (20) mile radius. Delivery charges will be from the contract vendor's dealership to the delivery destination. The maximum charge for delivery is \$1.50 per mile, calculated one way from the contract vendor's dealership to the delivery destination. Delivery mileage can be calculated via any internet mapping tool. Documentation showing mileage calculations may be requested from the agency, State Purchasing, or the ordering entity and must be provided within two (2) business days from the date of request.

#### **In State Dealership:**

Effective June 3, 2015, **Act 2015-306, SB20**, amends Section 23-1-50.1, Code of Alabama 1975, to require that state motor vehicles acquired for the Fleet Management Program of the Department of Transportation or other state operated motor vehicle acquisition program must be purchased or leased from a motor vehicle dealership located in this state.

#### **Administrative fee:**

Awarded bidder(s) are to pay the State an administrative fee for all sales paid under this contract. This fee will be 1% (0.01) of the total dollar amount for all sales paid. The fee is to be remitted the first month of each quarter before the 20th and will represent a single, one-time payment for all sales paid during the prior quarter and as adjusted for errors associated with earlier quarters. This fee is not to be listed as a separate cost on invoices. The awarded bidder(s) will be required to provide a summary report each quarter before the 20th listing sales paid during the prior calendar quarter. This report is to include the quarter being reported, the master agreement number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report is to be sent electronically to telecom.admin@oit.alabama.gov. A copy of the summary report is to also accompany the payment. The remittance is to be identified with the reporting quarter and master agreement number. Failure to comply with provisions of this paragraph will be grounds for termination of the contract(s).

Reports and Payments will be due according to the following schedule:

October, November, December – Due by January 20<sup>th</sup>

January, February, March – Due by April 20<sup>th</sup>

April, May, June – Due by July 20<sup>th</sup>

July, August, September – Due by October 20<sup>th</sup>

Remittance is to be payable to the "State of Alabama Department of Finance" and be sent to:

	Document Phase	Document Description	Page 8
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Alabama Department of Finance  
Division of Accounting and Administration  
PO Box 300658  
Montgomery, Alabama 36130-0658

The definition of sale, for the purpose of this bid only, will be at the time of vehicle delivery and acceptance by the agency. Administrative fees will be due by the 20th of the month following the month of delivery. For example, administrative fees for vehicles delivered during the month of April will be due by the 20th of May.

Only the base vehicle price will be used toward the "total dollar amount" for calculating the administrative fees. Administrative costs, such as title fees and charges for options will not be included in the calculation of the administrative fees.

Failure to comply with the provisions of this term and conditions as outlined above, will result in the cancelation of the contract, and the vendor's possible debarment from doing business with the State of Alabama for an indeterminate period

#### **Vehicles, Non-Alternative Fuel:**

Production/close-out dates:

This contract is for the current year model only. The manufacturer determines production and close out dates, which will be provided by the awarded vendors to State Purchasing at the earliest possible date. State Purchasing will then post these dates on the contract online.

Delivery dates shown on the contract are estimates only, as dealers do not have control over production schedules.

Agencies are encouraged to order as soon as the contract(s) are put in place. Orders placed just before the vendor cut-off dates run the risk of delayed delivery and possible order cancellation.

Delivery/pick-up:

If vehicle delivery exceeds twenty (20) miles, vehicle(s) will either be picked-up at the contract dealership, or delivered to the delivery destination per the delivery charges term and condition with the cost of delivery added to the PO on the vehicle delivery line.

When vehicles are ready to be pickup at the dealership the contract vendor must notify the ordering agency. The ordering agency will make every effort to pick up the vehicle(s) within seven (7) calendar days.

All vehicles delivered/picked up must have 2 sets of keys and a minimum of 5 gallons of fuel.

Warranty cards and service policy must accompany each vehicle when they are delivered/picked-up, as the warranty will go into effect at this time. Vehicles must also be serviced and ready for use at time of delivery/pick up.

All titles, fees, as well as other charges, are to be paid by the contract vendor. The vendor must furnish a prepaid certificate of title in the name of the agency that purchased the vehicle(s). The title will change upon acceptance of delivery to the agency.

Standard features and options:

"Purchasing optional equipment on state motor vehicles that is unnecessary for the proper functioning of the automobile or safety of the driver and passengers" is prohibited by state law on this contract.

All vehicles shall come equipped with all standard equipment and options as shown as part of the base vehicle. This standard equipment and options on the base line must be factory installed.

Options not listed as part of the awarded base vehicle must be sold under the vehicle option line and must be factory installed, unless approved by state purchasing prior to award, and must be sold at dealer invoice cost.

All vehicles being ordered with additional options beyond those shown on the base vehicle contract line must have a quote from the awarded vendor showing the options code and dealer invoice price.

	Document Phase	Document Description	Page 9
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Vehicles sold under this contract must be free of dealership logos, decals, or advertising.

**Colors:**

Vehicles must be factory colors with matching interior. Colors will be stated on the purchase order. If no color is specified, the vendor will order with factory white color with matching interior.

**Passenger vans disclaimer:**

Some vans that appear on this contract do not conform to federal school bus safety standards and they may not be sold for use as school buses or activity buses.

**Contract period:**

Establish a 12 month contract with an option to extend for a second, third, fourth, and fifth 12 month period with the same pricing, and terms and conditions. The second, third, fourth, or fifth 12 month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12 month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12 month period.

**Ordering process:**

Purchases for state agencies will be made by contract release orders showing specific shipping information. Cities, counties, school systems and other political subdivisions will be responsible for issuing their own purchase orders directly to the vendor.

**Proration:**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

**Manufacturer, Stock/Model numbers:**

At the end of each line item where spaces are marked MFR" and MODEL, the vendor is to indicate the manufacturer and model necessary to complete each unit as specified.

**Descriptive literature:**

Vendors may be required to provide complete descriptive, technical literature for evaluation. Reference to literature with a previous bid or to a website will not satisfy this requirement.

Literature, if requested, must be provided within 5 business days from the date of request. The literature must show the line item number on the bid and the make/model. Failure to provide the literature as outlined above will result in the rejection of your bid on that line item.

Physical inspection and operational evaluation may also be required without cost or obligation to the State of Alabama.

**Requested information:**

Any additional information requested from a vendor must be furnished within five (5) days from receipt of request.

**Firm Pricing:**

All prices quoted must be firm for a period of one (1) year from the vendor's notification of award.

**OPTIONS PRICING:**

All options must be sold at dealer invoice cost. All options must be factory installed unless otherwise noted on the options price list supplied to state purchasing by the awarded vendor. Options pricing must be supplied to the agency within 2 business days from date of request. Agencies may request standard features to be deleted, if Possible, with a reduction to the vehicle cost. This reduction will be shown on the quote, invoice, requisition, and purchase order as a negative cost. Proof of dealer cost may be requested and must be supplied within 2 business days from the date of request. Failure to provide proof of dealer cost may result in contract cancellation.

	Document Phase	Document Description	Page 10
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Vendors must not enter a price on the unit price line for vehicle options or vehicle delivery. The prices for these line items will be quoted at the time the vehicle is ordered. Only the price pages with prices for the line items you are bidding on need to be returned.

#### QUOTES:

When vendors supply a quote to an agency, individual priced options must show for the base vehicle price (which matches the contract bid price). Items included in the base bid price (such as title, fuel, keys, warranty, etc.) must not be shown as separate cost on option quotes.

It would be helpful for vendors to notate the contract and line number on any quotes provided to agencies.

#### CREDIT APPLICATIONS/BUSINESS LICENSES, ETC:

Vendors may not require any state or other governmental entity buying from this contract to complete credit applications or any other forms.

State agencies or other local governmental entities purchasing from this contract may not require vendors to obtain business or other licenses or complete any other forms.

#### PURPOSE:

To establish a statewide contract for non-alternative fuel vehicles for State agencies, pricing may be made available to other local governmental agencies, Such as cities, counties, schools, universities, etc. Non-Government agencies, such as non-profit, are not eligible to purchase from this contract regardless of funding.

Payment terms: All state agencies and universities payment terms are net 30 after vehicle delivery and receipt of correct invoice.

All other local governmental entities payment terms are upon vehicle delivery and receipt of correct invoice.

\* Note: vendors may charge State or other Governmental entities purchasing from this contract interest on late payments, in accordance with Code of Alabama 41-16-3.

#### Quantity:

The exact quantity of purchases for each item listed is not known. The division of purchasing does not guarantee that the state will purchase any quantity.

**PLEASE NOTE: THE EXACT BID COPY REQUIREMENT PER ITEM NUMBER 4 UNDER AUTHORITY OF THIS RFB. PLEASE NOTE: FAILURE TO PROVIDE THE REQUIRED COPY WITH YOUR BID WILL RESULT IN THE REJECTION OF YOUR BID.**

**PLEASE NOTE: ALL PRICES MUST BE GIVEN PER THE UNIT OF MEASURE IN THE UNIT PRICE SPACE OF THE RFB DOCUMENT. FAILURE TO PROVIDE THE UNIT PRICE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

**ANY VENDOR WISHING TO BID ON THIS RFB OR ANY RFB THROUGH THE DIVISION OF PURCHASING, MUST HAVE PAID A BIENNIAL VENDOR SUBSCRIPTION FEE IN THE AMOUNT OF \$200.00 PRIOR TO SUBMITTING A BID. THE SUBSCRIPTION FEE MUST BE PAID BY EITHER AN ACCEPTED CREDIT OR DEBIT CARD OR BY ELECTRONIC CHECK THROUGH THE VENDOR'S SELF SERVE (VSS) ACCOUNT. FAILURE TO SUBSCRIBE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

#### ELECTRONIC PAYMENT

	Document Phase	Document Description	Page 11
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Vendors awarded in response to this RFB must accept EFT forms of electronic payment at no additional cost to the State.

**MANDATORY PRE-BID CONFERENCE:**

There will be a mandatory pre-bid conference for all vendors wishing to bid on this RFB. Vendors will be required to sign-in at the mandatory pre-bid conference. Only those vendors that are signed-in will be allowed to bid on this RFB. Failure to attend the mandatory pre-bid conference or failure to sign-in will result in the rejection of your bid. Vendors attending the pre-bid conference should come prepared to ask questions relative to this RFB. To conserve time, vendors should submit their question(s) in advance. The question(s) must be submitted to the buyer in writing via the email listed on page one of this FRB. Questions must be submitted in a timely manner prior to the pre-bid conference in order to allow for a proper response. Time permitting the question(s) will be answered via response of the questions submission. All questions received and answered prior to the pre-bid conference will also be addressed during the conference. Any resulting changes to the specifications or terms and conditions will be published in the form of an amendment to this RFB. The Mandatory Pre-Bid Conference will be as follow:

DATE: February 13, 2020

TIME: 9:00 am

PLACE: State Purchasing

100 North Union Street, Suite 192

Montgomery, AL 36104



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

John Paine, Purchasing Agent

**Sponsored by:**

Mayor William S. Stimpson

**Purpose and Scope of Project:**

Approve issuance of purchase orders to Stivers Ford Lincoln Inc for 3 2022 Ford Explorer 4X4 SUVs.

General fund.

**Amount of Contract:**

\$91,890.00

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment**

**REDUCE**

**INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
20220413 Stivers Agenda Package POs	Cover Memo	4/13/2022

**REVIEWERS:**

Department Reviewer	Action	Date
Mayors Office Montgomery, Brandi	Approved	4/14/2022 - 2:47 PM



# AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

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FUNDING SOURCE:

Associated Costs:

*\*If Cost will continue, write "indefinite" and list project annual cost.*

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## **RESOLUTION**

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

<b>Requisitions</b>	<b>Fiscal Year</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>	<b>Vendor</b>
<u>3587, 8346</u>	2022	(F7000) MOTOR POOL	3 2022 FORD EXLPORER 4X4 SUVS FOR VARIOUS DEPTS FOR MOTOR POOL (AL STATE CONTRACT)	\$91,890.00	(292393) <u>STIVERS FORD</u> <u>LINCOLN INC</u>

Adopted:

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City Clerk

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00003587-00 FY 2022  Acct No: 7000.40.20.0000.0000.2070.0000.0000.47120. Review: Buyer: Status: Released	Page 1
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Vendor  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

Ship To  
 MOTOR POOL  
 745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

Tel#334-613-5000  
 Fax 334-613-5018

Delivery Reference  
 DIANE CARTER-MCCARTY

Deliver To  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/13/22	292393	12/17/21			MOTOR POOL

LN Description / Account	Qty	Unit Price	Net Price
001 MIDSIZE SUV AS SPECIFIED: 2022 OR NEWER FORD EXPLORER 4 DOOR SUV AS PER STATE OF ALABAMA CONTRACT T-191	1.00 EACH	30366.00000	30366.00

Additional Description Notes

2022 FORD EXPLORER 4X4 FOUR DOOR MID SIZE SUV.

AS PER STATE OF ALABAMA CONTRACT T-191 MA16000000221 LINE 1

1 7000.40.20.0000.0000.2070.0000.0000.47120. E MP02025 .VEHICLEEXP.	30366.00
------------------------------------------------------------------------	----------

Ship To  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604  
 Delivery Reference  
 DIANE CARTER-MCCARTY

Deliver To  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604

002 DELIVERY BY DEALER TO CITY OF MOBILE BY STIVERS FORD. FROM 4000 EASTERN BLVD MONTGOMERY ALABAMA TO CITY OF MOBILE MOTOR POOL 745	1.00 EACH	264.00000	264.00
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00003587-00 FY 2022  Acct No: 7000.40.20.0000.0000.2070.0000.0000.47120. Review: Buyer: Status: Released	Page 2
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Vendor  
STIVERS FORD LINCOLN INC  
4000 EASTERN BLVD

MONTGOMERY, AL 36116

Tel#334-613-5000  
Fax 334-613-5018

Ship To  
MOTOR POOL  
745 BROAD STREET

MOBILE, AL 36604  
CARTERD@CITYOFMOBILE.ORG

Delivery Reference  
DIANE CARTER-MCCARTY

Deliver To  
MOTOR POOL  
745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/13/22	292393	12/17/21			MOTOR POOL

LN Description / Account	Qty	Unit Price	Net Price
SOUTH BROAD STREET, MOBILE ALABAMA 176 MILES X \$1.50 PER MILE AS PER STATE OF ALABAMA CONTRACT.			

1 7000.40.20.0000.0000.2070.0000.0000.47120.			264.00
----------------------------------------------	--	--	--------

Ship To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604  
Delivery Reference  
DIANE CARTER-MCCARTY

Deliver To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604

## Requisition Link

Requisition Total	30630.00
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### \*\*\*\*\* Project Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
E MP02025 .VEHICLEEXP.	30366.00	518925.69

### \*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
7000.40.20.0000.0000.2070.0000.0000.47120.	30630.00	
MOTOR POOL EXP	VEHICLE ACQ (GREATER \$5000)	

<b>Bill To</b> ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00003587-00 FY 2022  Acct No: 7000.40.20.0000.0000.2070.0000.0000.47120. Review: Buyer: Status: Released	Page 3
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Vendor  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

Ship To  
 MOTOR POOL  
 745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

Tel#334-613-5000  
 Fax 334-613-5018

Delivery Reference  
 DIANE CARTER-MCCARTY

Deliver To  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/13/22	292393	12/17/21			MOTOR POOL

LN Description / Account	Qty	Unit Price	Net Price
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\*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
Cancelled	04/13/22	JOHN PAINE	Requisition item added changed
Approved	12/17/21	DIANE MCCARTY	
Approved	12/22/21	JOHN PEAVY	
Approved	12/22/21	JAMES DELAPP	Auto approved by: 910517051
Approved	04/11/22	DONNA MICHELE STANLEY	Auto approved by: 9105paij
Approved	04/11/22	DONALD ROSE	Auto approved by: 9105paij
Approved	04/11/22	SANDRA LEWIS	Auto approved by: 9105paij
Approved	04/11/22	JOHN PAINE	
Queued	04/13/22	DIANE MCCARTY	
Queued	04/13/22	CHARLES SUMRALL	
Pending		KINA ANDREWS	
Pending		JAMES DELAPP	
Pending		DONNA MICHELE STANLEY	
Pending		DONALD ROSE	
Pending		SANDRA LEWIS	
Pending		JOHN PAINE	

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008346-00 FY 2022 PO 22007900 Acct No: 7000.40.20.0000.0000.2070.0000.0000.42110. Review: Buyer: Status: Converted	Page 1
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Vendor  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

Ship To  
 MOTOR POOL  
 745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

Tel#334-613-5000  
 Fax 334-613-5018

Delivery Reference  
 DIANE CARTER-MCCARTY

Deliver To  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/08/22	292393				MOTOR POOL

LN	Description / Account	Qty	Unit Price	Net Price
001	MID SIZE SUV AS SPECIFIED: 2022 FORD EXPLORER 4X4 FOUR DOOR MID SIZE SUV. Additional Description Notes ----- 2022 FORD EXPLORER 4X4 FOUR DOOR MID SIZE SUV.  AS PER STATE OF ALABAMA CONTRACT T-191 MA 16000000000221 LINE 1.	2.00 EACH	30366.00000	60732.00
1	7000.40.20.0000.0000.2070.0000.0000.42110.			60732.00

Ship To  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604  
 Delivery Reference  
 DIANE CARTER-MCCARTY

Deliver To  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604

002	DELIVERY BY DEALER TO CITY OF MOBILE BY STIVERS FORD. FROM 4000 EASTERN BLVD MONTGOMERY ALABAMA TO CITY OF MOBILE MOTOR POOL 745 SOUTH BROAD STREET, MOBILE ALABAMA 176 MILES X \$1.50 PER	2.00 EACH	264.00000	528.00
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008346-00 FY 2022 PO 22007900 Acct No: 7000.40.20.0000.0000.2070.0000.0000.42110. Review: Buyer: Status: Converted	Page 2
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Vendor  
STIVERS FORD LINCOLN INC  
4000 EASTERN BLVD

Ship To  
MOTOR POOL  
745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604  
CARTERD@CITYOFMOBILE.ORG

Tel#334-613-5000  
Fax 334-613-5018

Delivery Reference  
DIANE CARTER-MCCARTY

Deliver To  
MOTOR POOL  
745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/08/22	292393				MOTOR POOL

LN	Description / Account	Qty	Unit Price	Net Price
	MILE AS PER STATE OFF ALABAMA CONTRACT.			

1	7000.40.20.0000.0000.2070.0000.0000.42110.			528.00
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Ship To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604  
Delivery Reference  
DIANE CARTER-MCCARTY

Deliver To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604

## Requisition Link

Requisition Total	61260.00
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### \*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
7000.40.20.0000.0000.2070.0000.0000.42110.		
MOTOR POOL EXP	61260.00	
DUES & SUBSCRIPTION		

### \*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
Approved	04/12/22	DIANE MCCARTY	
Approved	04/12/22	CHARLES SUMRALL	
Approved	04/12/22	KINA ANDREWS	
			Auto approved by: 910513661

<b>Bill To</b> ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	<b>Requisition</b> 00008346-00 FY 2022 <b>PO</b> 22007900 <b>Acct No:</b> 7000.40.20.0000.0000.2070.0000.0000.42110. <b>Review:</b> <b>Buyer:</b> <b>Status:</b> Converted	Page 3
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**Vendor**  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

**Ship To**  
 MOTOR POOL  
 745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604  
 CARTERD@CITYOFMOBILE.ORG

Tel#334-613-5000  
 Fax 334-613-5018

**Delivery Reference**  
 DIANE CARTER-MCCARTY

**Deliver To**  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/08/22	292393				MOTOR POOL

LN	Description / Account	Qty	Unit Price	Net Price
Approved	04/12/22 JAMES DELAPP	Auto approved by:	910515803	
Approved	04/12/22 DONNA MICHELE STANLEY	Auto approved by:	9105paij	
Approved	04/12/22 DONALD ROSE	Auto approved by:	9105paij	
Approved	04/12/22 SANDRA LEWIS	Auto approved by:	9105paij	
Approved	04/12/22 JOHN PAINE			

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature



## T191 Vehicle Master Agreement

999 20*221 Stivers Ford Lincoln VC000042177 Effective Date: 4/1/20 – 4/1/23			
	Make	Model	Price
Line 1	Ford	Explorer	\$25,957.00

999 21*75 Stivers Ford Lincoln VC000042177 Effective Date: 11/12/20 – 11/12/22			
	Make	Model	Price
Line 1	Ford	F150 ½ Ton Crew Cab 2WD	\$25,841.00
Line 3	Ford	F250 ¾ Ton Extended Cab 4WD	\$28,769.00

999 21*76 Donohoo Chevrolet VC000049701 Effective Date: 11/12/20 – 11/12/22			
	Make	Model	Price
Line 1	Chevrolet	Suburban Large Sport Utility Vehicle	\$41,573.00

999 21*129 Stivers Ford Lincoln VC000042177 Effective Date: 1/1/21 – 11/12/22			
	Make	Model	Price
Line 1	Ford	F250 3/4 Ton Extended Cab 2WD Standard Bed	\$26,267.00
Line 2	Ford	F150 1/2 Ton Extended Cab 4WD Short Bed	\$25,270.00
Line 3	Ford	F150 ½ Ton Crew Cab 4WD	\$28,702.00

999 21*235 Stivers Ford Lincoln VC000042177 Effective Date: 5/28/21 – 11/12/22			
	Make	Model	Price
Line 1	Ford	Ford F250 ¾ Ton Crew Cab 2WD Standard Bed	\$27,575.00
Line 2	Ford	Ford F250 ¾ Ton Crew Cab 4WD Standard Bed	\$30,025.00



State of Alabama  
Department of Finance  
Division of Purchasing  
Master Agreement

**Modification**

**CONTRACT INFORMATION**

**MASTER AGREEMENT NUMBER:** MA 999 200000000221

**NOT TO EXCEED AMOUNT:**

Begin Date: 04/01/2020

Procurement Folder: 1024611

Expiration Date: 04/01/2023

Procurement Type: Master Agreement

Solicitation Number:

Replaces Award Document:

Award Date:

Replaced by Award Document:

Modification Date: 03/29/22

Version Number: 5

**CONTACT INFORMATION**

**REQUESTOR:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**ISSUER:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**BUYER:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**CONTRACT DESCRIPTION**

MA-NON-ALTERNATIVE FUEL VEHICLES - T191

OLD T191 NON-ALTERNATIVE FUEL VEHICLES

**Ship To:**

**Bill To:**

**REASON FOR MODIFICATION**

**VENDOR INFORMATION**

**Name /Address:**

VC000042177: Stivers Ford Lincoln

4000 Eastern Boulevard

Montgomery AL 36116

**Contact:**

Billy Bruce

3346135000 EXT: 5056

Bbruce@Stiversonline.Com

## COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$25,957.000000	\$0.00			\$0.00	\$0.00

0718027 - UTILITY VEHICLES, MIDSIZE  
 FORD EXPLORER UTILITY SUV 4 DOOR  
 MIDSIZE UTILITY CLASS SUV, VEHICLE TO BE 4 DOOR WITH ALL STANDARD AND SAFETY FEATURES.  
 7-PASSENGER SEATING

WHEELBASE TO BE A MINIMUM OF 114 AND A MAXIMUM OF 121".  
 WIDTH TO BE A MAXIMUM OF 80" W/O MIRRORS.  
 MINIMUM 4 CYLINDER ENGINE  
 AUTOMATIC TRANSMISSION  
 DAYTIME RUNNING LIGHTS  
 REAR VIEW CAMERA  
 MINIMUM GROUND CLEARANCE 7.75"  
 MINIMUM FUEL TANK CAPACITY OF 17.5 GALLONS

MAKE: FORD

MODEL: EXPLORER

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

0720117 - TRUCK, PICKUP, MID SIZE EXTENDED CAB, SINGLE REAR WHEEL, SHO  
 NO LONGER AVAILABLE - FORD RANGER TRUCK  
 No Longer Available.

MAKE: FORD

MODEL: RANGER

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0		\$0.000000	\$0.00			\$0.00	\$0.00

0710490 - VEHICLES AND OTHER FLEET EQUIPMENT  
 VEHICLE OPTIONS  
 VEHICLE OPTIONS:  
 TO BE BILLED AT DEALER INVOICE PRICING.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
4	0		\$0.000000	\$0.00			\$0.00	\$0.00

96286 - Transportation of Goods, Shipping and Handling, and Other Fr  
 VEHICLE DELIVERY  
 VEHICLE DELIVERY

SEE SPECIFICATION SHEET FOR DETAILS.

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved:



Purchasing Director

APPROVALS			
Date	Status Before	Status After	Approver

	Document Phase	Document Description	Page 3
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

**Authority:**

The Department of Finance Code of Administrative procedure, Chapter 356-4-1 effective September 7, 2012 is incorporated by reference and made a part of this document. To view the Code of Administrative procedures visit our website [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov).

**Choice of Law; Venue:**

This Contract will be governed by laws of the State of Alabama and the sole venue for litigation and alternative dispute resolution activities will be the City of Montgomery in the State of Alabama.

**Not to Constitute a Debt of the State:**

The terms and commitments contained in the RFB, or any contract resulting from this RFB, shall not constitute a debt of the State of Alabama, the incurring of which is prohibited by Section 213 of the Official Recompilation of the Constitution of Alabama, 1901, as amended by Amendment No. 26.

**Bid Response Instructions:**

In order to submit a responsive bid, bidder must read and follow all instructions, terms, conditions and specifications of this solicitation.

1. Bid envelope(s)/package(s)/box(es) must be identified with the bid number and opening date. Each individual bid must be submitted in a separate envelope. Responses to multiple bid numbers submitted in the same package that are not in separate envelopes and properly identified will be rejected. The Division of Purchasing does not assume responsibility for late bids for any reason including those due to postal or courier service. Bid responses must be in the Division of Purchasing office prior to the "close date and time" indicated on the bid.
2. Bid responses must be in ink or typed on this document, or replicated in the exact format. Signatures must be handwritten originals in ink or the bid will be rejected. Unless indicated in the bid, all price pages must be completed and returned. If an item is not being bid, identify it as N/B (no-bid). Pages should be secured. The Division of Purchasing does not assume responsibility for missing pages. Faxed/emailed bid responses will not be accepted.
3. The unit price always governs regardless of the extended amount. A unit price change on a line must be initialed by the person signing the bid or that line will be rejected. Price changes include but are not limited to cross-out, strike-over, ink-over, white-out, erasure, or any other method changing the price.
4. The Division of Purchasing requires an original and a minimum of one exact copy of the signed, notarized bid to include any required addendum(s) and documentation. The original and the copy should be submitted together as a bid package.
5. An improperly submitted bid, late bid or a bid that is canceled on or before the opening date may be retrieved during normal business hours. These bids will be held for 90 days then destroyed. The Division of Purchasing assumes no responsibility for the document after 90 days. Bids retrieved by vendor(s) are considered withdrawn and vendor(s) relinquishes all rights to protest.

**Bid rejection:**

Bidders shall not place any qualification, exceptions, conditions, reservations, limitations, or substitutions in their bid concerning the contract terms and conditions. Any such qualifications, exceptions, conditions, reservations, limitations or substitutions shall result in rejection of the bid.

Bids that are improperly submitted or received late will be documented for record but will not be returned nor will bidder be notified.

The following is a partial list whereby a bid response will be rejected:

Bid number not on envelope/package/box

Bid responses with multiple bid numbers in same envelope not properly identified

Bid responses received late

	Document Phase	Document Description	Page 4
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

**Bid responses not signed/not original signature**

**Bid responses not notarized/not original signature of notary and/or notary expiration**

**Bidder notarized own signature**

**Required information not submitted with bid response**

**Failure to submit the original bid and a complete exact copy**

**Bid response received from non-subscribed/expired vendor (Effective March 1, 2021 Subscriptions will no longer be required)**

**Beason-Hammon Alabama taxpayer and Citizen Protection Act (Act 2011-535 and as amended by Act 2012-491)**

**As a condition for award of this bid, the vendor acknowledges the following:**

**“By signing this contract, the contracting parties affirm, for the duration of any agreement that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.”**

Verification of enrollment in the E-verify program will be required prior to any award to a vendor who employs one or more employees within the State of Alabama. E-verify documentation should be identified with the bid number and the buyer name. Failure to provide documentation within 5 calendar days of notification will result in the rejection of your bid. To enroll in the E-verify program visit [www.dhs.gov/e-verify](http://www.dhs.gov/e-verify).

#### **Certification Pursuant to Act no. 2006-557**

Alabama Law (section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting, and remitting Alabama State and local sales, use, and/or lease tax on all taxable sales and leases into Alabama. By submitting this bid, the bidder is hereby certifying that they are in full compliance with Act no. 206-557, they are not barred from bidding or entering into a contract pursuant to 41-4-116, and acknowledges that the awarding authority may declare the contract void if the certification is false.

Information and assistance to minority and women-owned businesses in acquiring M/WBE certification may be obtained from the office of minority business enterprises at [www.adeca.alabama.gov](http://www.adeca.alabama.gov)

In compliance with Act 2016-312, by submitting this bid the contractor hereby certifies that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this State can enjoy open trade.

#### **\*\*\*\*\*STANDARD TERMS and CONDITIONS \*\*\*\*\***

**Vendor Registration and Subscription Fee (Effective March 1, 2021 Subscriptions will no longer be required)**

Vendors may receive bid notices by registering at the State of Alabama vendor self-service (VSS) portal, <https://procurement.staars.alabama.gov>. Vendors wishing to respond to Requests for Bids (RFB) opening prior to March 1, 2021 must be subscribed. Once registered, you may subscribe by clicking the “Pay Subscription Fee” link at the top of the VSS home page. Payments must be made by credit or debit card.

Subscribed Vendors should provide their VSS-assigned vendor number on all bid submissions. Doing so prevents unnecessary delays in verifying that a vendor is presently subscribed in VSS. Bid responses will not be accepted from non-subscribed vendors. (Effective March 1, 2021 Subscriptions will no longer be required.)

	Document Phase	Document Description	Page 5
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

In the event a vendor fails to provide its VSS-assigned vendor number or provides an incorrect number, the State reserves the right to clarify this information with the vendor. Failure of the vendor to provide the requested clarification within five (5) calendar days may result in the vendor's response being rejected as non-responsive. A vendor's subscription must be maintained throughout the term on an active contract, to include any renewal periods. (Effective March 1, 2021 Subscriptions will no longer be required.)

#### **Communication during Solicitation Process**

There shall be no communication between vendors and the State agency requisitioning the good(s) or service(s) from the time the solicitation is published until the award is posted as final. Unless stated elsewhere in the solicitation, any communications, either written, oral, or electronic between the Vendor and the requisitioning State agency must come through the Division of Purchasing buyer administering the solicitation. Failure to abide by this term and condition may result in disciplinary actions up to debarment.

#### **Non-appropriation of funds**

Continuation of any agreement between the State and a bidder beyond a fiscal year is contingent upon continued legislative appropriation of funds for the purpose of this bid and any resulting agreement. Non-availability of funds at any time shall cause any agreement to become void and unenforceable and no liquidated damages shall accrue to the State as a result. The State will not incur liability beyond the payment of accrued agreement payment.

#### **Proration**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

#### **Intent to Award**

The State of Alabama – Division of Purchasing will issue an 'Intent to Award' before a final award is made. The 'Intent to Award' will continue for a period of five (5) calendar days, after which the award will be final provided there are no protests. Upon final award, all rights to protest are forfeited. A detailed explanation of this process may be reviewed in the Alabama Administrative Code – Chapter 355-4-1(14). All protest communications filed via email must be sent to [protests@purchasing.alabama.gov](mailto:protests@purchasing.alabama.gov)

#### **Alternate Bid Response**

Unless stated elsewhere in this Request for Bid (RFB) the State of Alabama will accept and evaluate alternate bid submittals on any Request for Bid's (RFBs) provided the response meets all bid requirements.

#### **Internet Website Link's**

Internet and/or website links will not be accepted in bid responses as a means to supply any requirements stated in this Request for Bid (RFB).

#### **Product Delivery, Receiving and Acceptance**

In accordance with the Universal Commerce Code (Code of Alabama, Title 7), after delivery, the State of Alabama has the right to inspect all products before accepting. The State will inspect products in a reasonable timeframe. Signature on a delivery document does not constitute acceptance by the State. The State will accept products only after satisfactory inspection.

#### **Sales Tax Exemption**

Pursuant to the Code of Alabama, 1975, Title 40-23-4 (A)(11), the State of Alabama is exempt from paying sales tax. An exemption letter will be furnished upon request.

#### **Invoices**

Inquiries concerning invoice payments are to be directed to the receiving agency.

	Document Phase	Document Description	Page 6
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

#### **Bid Reponses and Bid Results**

Unevaluated Bid Responses are available on our website at [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov). The complete bid file will be made available for review in the Division of Purchasing by scheduling an appointment. We do not provide copies of bid files.

#### **Foreign Corporation – Certificate of Authority**

Alabama Law provides that a foreign corporation (an out-of-state company/firm) may not transact business in the State of Alabama until it obtains a Certificate of Authority from the Secretary of State. Section 10-2B15.01, Code of Alabama 1975. To obtain forms for a Certificate of Authority, contact the Secretary of State, Corporations Division, (334) 242-5324. The Certificate of Authority does not prevent the vendor from submitting a bid.

#### **Alabama Preferred Vendor**

A “Preferred Vendor” shall be a person, firm, or corporation that is granted preference priority by meeting all of the following criteria as established by the Code of Alabama Section 41-16-20.

Priority 1. Produces or manufacturers the product within the State.

Priority 2. Has an assembly plant or distribution facility for the product within the State.

Priority 3. Is organized for business under the applicable laws of the State as a corporation, partnership, or professional association and has maintained at least one retail outlet or service center for the product or service within the State for not less than one year prior to the deadline date for the competitive bid.

Preferred vendor status must be indicated on the pricing page(s) of your bid response in order to be considered for preferred vendor preference. By signing this bid, you affirm that the item(s) indicated meet all three criteria of a preferred vendor.

Bid item(s) meeting the criteria of preferred vendor where pricing is within 1% of the lowest compliant bid may be considered for award by the awarding authority.

	Document Phase	Document Description	Page 7
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

#### **Award:**

Award will be made by line (Vehicle) to the lowest responsible bidder meeting all specifications. However, life cycle costing will be used to determine the lowest responsible bidder based on a 5 year/ 55,000 mile residual value listed in the NADA guide, or the average rate of depreciation as calculated by money-zine.com for the make/model year vehicle bid.

The life cycle cost residual value will be calculated by ALDOT's Office of Fleet Management during the evaluation by using the NADA guide for the month in which the bid is opened for the bid on a 2016 make/model year of that exact vehicle for a 2011 make/ model year with standard options. If the make and model year of vehicle bid is not listed in the NADA guide, money-zine.com will be used to calculate the average rate of depreciation which will be the total life cycle cost for that vehicle.

Each awarded vehicle will also be awarded a vehicle option line and a vehicle delivery line. These line items will not be used in the calculation of the total life cycle cost nor will they figure into the award evaluation. The unit price for those line items must be left blank.

Bid withdrawal prior to award, vendors will have until 5:00 pm central time on the 3rd business day after the bid opening to withdraw any bid price. Bid prices not withdrawn will stand and any resulting contract awarded must be honored for the term of the contract period. Failure to withdraw pricing as outlined above may result in the cancellation of the contract, and the vendor being barred from bidding on future bids for an indeterminate period. Bid withdrawals must be submitted to the buyer in writing. Emailed letters on vendor's letter head will be accepted.

#### **Delivery charges:**

There are no delivery charges for delivery of vehicles within a twenty (20) mile radius. Delivery charges will be from the contract vendor's dealership to the delivery destination. The maximum charge for delivery is \$1.50 per mile, calculated one way from the contract vendor's dealership to the delivery destination. Delivery mileage can be calculated via any internet mapping tool. Documentation showing mileage calculations may be requested from the agency, State Purchasing, or the ordering entity and must be provided within two (2) business days from the date of request.

#### **In State Dealership:**

Effective June 3, 2015, **Act 2015-306, SB20**, amends Section 23-1-50.1, Code of Alabama 1975, to require that state motor vehicles acquired for the Fleet Management Program of the Department of Transportation or other state operated motor vehicle acquisition program must be purchased or leased from a motor vehicle dealership located in this state.

#### **Administrative fee:**

Awarded bidder(s) are to pay the State an administrative fee for all sales paid under this contract. This fee will be 1% (0.01) of the total dollar amount for all sales paid. The fee is to be remitted the first month of each quarter before the 20th and will represent a single, one-time payment for all sales paid during the prior quarter and as adjusted for errors associated with earlier quarters. This fee is not to be listed as a separate cost on invoices. The awarded bidder(s) will be required to provide a summary report each quarter before the 20th listing sales paid during the prior calendar quarter. This report is to include the quarter being reported, the master agreement number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report is to be sent electronically to telecom.admin@oit.alabama.gov. A copy of the summary report is to also accompany the payment. The remittance is to be identified with the reporting quarter and master agreement number. Failure to comply with provisions of this paragraph will be grounds for termination of the contract(s).

Reports and Payments will be due according to the following schedule:

October, November, December – Due by January 20<sup>th</sup>

January, February, March – Due by April 20<sup>th</sup>

April, May, June – Due by July 20<sup>th</sup>

July, August, September – Due by October 20<sup>th</sup>

Remittance is to be payable to the "State of Alabama Department of Finance" and be sent to:



	Document Phase	Document Description	Page 8
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Alabama Department of Finance  
Division of Accounting and Administration  
PO Box 300658  
Montgomery, Alabama 36130-0658

The definition of sale, for the purpose of this bid only, will be at the time of vehicle delivery and acceptance by the agency. Administrative fees will be due by the 20th of the month following the month of delivery. For example, administrative fees for vehicles delivered during the month of April will be due by the 20th of May.

Only the base vehicle price will be used toward the "total dollar amount" for calculating the administrative fees. Administrative costs, such as title fees and charges for options will not be included in the calculation of the administrative fees.

Failure to comply with the provisions of this term and conditions as outlined above, will result in the cancelation of the contract, and the vendor's possible debarment from doing business with the State of Alabama for an indeterminate period

#### **Vehicles, Non-Alternative Fuel:**

Production/close-out dates:

This contract is for the current year model only. The manufacturer determines production and close out dates, which will be provided by the awarded vendors to State Purchasing at the earliest possible date. State Purchasing will then post these dates on the contract online.

Delivery dates shown on the contract are estimates only, as dealers do not have control over production schedules.

Agencies are encouraged to order as soon as the contract(s) are put in place. Orders placed just before the vendor cut-off dates run the risk of delayed delivery and possible order cancellation.

Delivery/pick-up:

If vehicle delivery exceeds twenty (20) miles, vehicle(s) will either be picked-up at the contract dealership, or delivered to the delivery destination per the delivery charges term and condition with the cost of delivery added to the PO on the vehicle delivery line.

When vehicles are ready to be pickup at the dealership the contract vendor must notify the ordering agency. The ordering agency will make every effort to pick up the vehicle(s) within seven (7) calendar days.

All vehicles delivered/picked up must have 2 sets of keys and a minimum of 5 gallons of fuel.

Warranty cards and service policy must accompany each vehicle when they are delivered/picked-up, as the warranty will go into effect at this time. Vehicles must also be serviced and ready for use at time of delivery/pick up.

All titles, fees, as well as other charges, are to be paid by the contract vendor. The vendor must furnish a prepaid certificate of title in the name of the agency that purchased the vehicle(s). The title will change upon acceptance of delivery to the agency.

Standard features and options:

"Purchasing optional equipment on state motor vehicles that is unnecessary for the proper functioning of the automobile or safety of the driver and passengers" is prohibited by state law on this contract.

All vehicles shall come equipped with all standard equipment and options as shown as part of the base vehicle. This standard equipment and options on the base line must be factory installed.

Options not listed as part of the awarded base vehicle must be sold under the vehicle option line and must be factory installed, unless approved by state purchasing prior to award, and must be sold at dealer invoice cost.

All vehicles being ordered with additional options beyond those shown on the base vehicle contract line must have a quote from the awarded vendor showing the options code and dealer invoice price.

	Document Phase	Document Description	Page 9
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Vehicles sold under this contract must be free of dealership logos, decals, or advertising.

**Colors:**

Vehicles must be factory colors with matching interior. Colors will be stated on the purchase order. If no color is specified, the vendor will order with factory white color with matching interior.

**Passenger vans disclaimer:**

Some vans that appear on this contract do not conform to federal school bus safety standards and they may not be sold for use as school buses or activity buses.

**Contract period:**

Establish a 12 month contract with an option to extend for a second, third, fourth, and fifth 12 month period with the same pricing, and terms and conditions. The second, third, fourth, or fifth 12 month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12 month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12 month period.

**Ordering process:**

Purchases for state agencies will be made by contract release orders showing specific shipping information. Cities, counties, school systems and other political subdivisions will be responsible for issuing their own purchase orders directly to the vendor.

**Proration:**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

**Manufacturer, Stock/Model numbers:**

At the end of each line item where spaces are marked MFR" and MODEL, the vendor is to indicate the manufacturer and model necessary to complete each unit as specified.

**Descriptive literature:**

Vendors may be required to provide complete descriptive, technical literature for evaluation. Reference to literature with a previous bid or to a website will not satisfy this requirement.

Literature, if requested, must be provided within 5 business days from the date of request. The literature must show the line item number on the bid and the make/model. Failure to provide the literature as outlined above will result in the rejection of your bid on that line item.

Physical inspection and operational evaluation may also be required without cost or obligation to the State of Alabama.

**Requested information:**

Any additional information requested from a vendor must be furnished within five (5) days from receipt of request.

**Firm Pricing:**

All prices quoted must be firm for a period of one (1) year from the vendor's notification of award.

**OPTIONS PRICING:**

All options must be sold at dealer invoice cost. All options must be factory installed unless otherwise noted on the options price list supplied to state purchasing by the awarded vendor. Options pricing must be supplied to the agency within 2 business days from date of request. Agencies may request standard features to be deleted, if Possible, with a reduction to the vehicle cost. This reduction will be shown on the quote, invoice, requisition, and purchase order as a negative cost. Proof of dealer cost may be requested and must be supplied within 2 business days from the date of request. Failure to provide proof of dealer cost may result in contract cancellation.

	Document Phase	Document Description	Page 10
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Vendors must not enter a price on the unit price line for vehicle options or vehicle delivery. The prices for these line items will be quoted at the time the vehicle is ordered. Only the price pages with prices for the line items you are bidding on need to be returned.

#### QUOTES:

When vendors supply a quote to an agency, individual priced options must show for the base vehicle price (which matches the contract bid price). Items included in the base bid price (such as title, fuel, keys, warranty, etc.) must not be shown as separate cost on option quotes.

It would be helpful for vendors to notate the contract and line number on any quotes provided to agencies.

#### CREDIT APPLICATIONS/BUSINESS LICENSES, ETC:

Vendors may not require any state or other governmental entity buying from this contract to complete credit applications or any other forms.

State agencies or other local governmental entities purchasing from this contract may not require vendors to obtain business or other licenses or complete any other forms.

#### PURPOSE:

To establish a statewide contract for non-alternative fuel vehicles for State agencies, pricing may be made available to other local governmental agencies, Such as cities, counties, schools, universities, etc. Non-Government agencies, such as non-profit, are not eligible to purchase from this contract regardless of funding.

Payment terms: All state agencies and universities payment terms are net 30 after vehicle delivery and receipt of correct invoice.

All other local governmental entities payment terms are upon vehicle delivery and receipt of correct invoice.

\* Note: vendors may charge State or other Governmental entities purchasing from this contract interest on late payments, in accordance with Code of Alabama 41-16-3.

#### Quantity:

The exact quantity of purchases for each item listed is not known. The division of purchasing does not guarantee that the state will purchase any quantity.

**PLEASE NOTE: THE EXACT BID COPY REQUIREMENT PER ITEM NUMBER 4 UNDER AUTHORITY OF THIS RFB. PLEASE NOTE: FAILURE TO PROVIDE THE REQUIRED COPY WITH YOUR BID WILL RESULT IN THE REJECTION OF YOUR BID.**

**PLEASE NOTE: ALL PRICES MUST BE GIVEN PER THE UNIT OF MEASURE IN THE UNIT PRICE SPACE OF THE RFB DOCUMENT. FAILURE TO PROVIDE THE UNIT PRICE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

**ANY VENDOR WISHING TO BID ON THIS RFB OR ANY RFB THROUGH THE DIVISION OF PURCHASING, MUST HAVE PAID A BIENNIAL VENDOR SUBSCRIPTION FEE IN THE AMOUNT OF \$200.00 PRIOR TO SUBMITTING A BID. THE SUBSCRIPTION FEE MUST BE PAID BY EITHER AN ACCEPTED CREDIT OR DEBIT CARD OR BY ELECTRONIC CHECK THROUGH THE VENDOR'S SELF SERVE (VSS) ACCOUNT. FAILURE TO SUBSCRIBE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

#### ELECTRONIC PAYMENT

	Document Phase	Document Description	Page 11
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Vendors awarded in response to this RFB must accept EFT forms of electronic payment at no additional cost to the State.

**MANDATORY PRE-BID CONFERENCE:**

There will be a mandatory pre-bid conference for all vendors wishing to bid on this RFB. Vendors will be required to sign-in at the mandatory pre-bid conference. Only those vendors that are signed-in will be allowed to bid on this RFB. Failure to attend the mandatory pre-bid conference or failure to sign-in will result in the rejection of your bid. Vendors attending the pre-bid conference should come prepared to ask questions relative to this RFB. To conserve time, vendors should submit their question(s) in advance. The question(s) must be submitted to the buyer in writing via the email listed on page one of this FRB. Questions must be submitted in a timely manner prior to the pre-bid conference in order to allow for a proper response. Time permitting the question(s) will be answered via response of the questions submission. All questions received and answered prior to the pre-bid conference will also be addressed during the conference. Any resulting changes to the specifications or terms and conditions will be published in the form of an amendment to this RFB. The Mandatory Pre-Bid Conference will be as follow:

DATE: February 13, 2020

TIME: 9:00 am

PLACE: State Purchasing

100 North Union Street, Suite 192

Montgomery, AL 36104



State of Alabama  
Department of Finance  
Division of Purchasing  
Master Agreement

**Modification**

**CONTRACT INFORMATION**

**MASTER AGREEMENT NUMBER:** MA 999 210000000075

**NOT TO EXCEED AMOUNT:**

Begin Date: 11/12/2020

Procurement Folder: 1155201

Expiration Date: 11/12/2022

Procurement Type: Master Agreement

Solicitation Number:

Replaces Award Document:

Award Date:

Replaced by Award Document:

Modification Date: 11/19/21

Version Number: 2

**CONTACT INFORMATION**

**REQUESTOR:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**ISSUER:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**BUYER:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**CONTRACT DESCRIPTION**

MA - STATE OF ALABAMA VEHICLES

STATE OF ALABAMA VEHICLES

**Ship To:**

**Bill To:**

**REASON FOR MODIFICATION**

**VENDOR INFORMATION**

**Name /Address:**

VC000042177: Stivers Ford Lincoln

4000 Eastern Boulevard

Montgomery AL 36116

**Contact:**

Billy Bruce

3346135000 EXT: 5056

Bbruce@Stiversonline.Com

## COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$25,841.000000	\$0.00			\$0.00	\$0.00
0720225 - TRUCK, PICKUP, FULL SIZE, EXTENDED CAB, 5 PASSENGER, GASOLIN FORD F150 1/2 TON CREW CAB 2WD 1/2 TON CREW CAB 2WD, FULL FOUR DOORS SHORT BED. EQUIPPED WITH THE MINIMUM SPECIFICATIONS: 8-CYLINDER ENGINE WHEELBASE: MINIMUM 144" - 148" MAXIMUM 4-WHEEL ANTI LOCK BRAKES AUTOMATIC TRANSMISSION BLUETOOTH, AC/HEAT, AM/FM RADIO REAR VIEW CAMERA CLASS IV TRAILER HITCH WITH 4 / 7 PIN CONNECTOR. HD COOLING COMPONENTS CRUISE CONTROL, TILT STEERING WHEEL, POWER WINDOWS, DOOR LOCKS, KEYLESS ENTRY. ALL STANDARD FEATURES.  MAKE:_FORD  MODEL:_F150								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00
07190 - Vans, Cargo No Longer Available No Longer Available								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0	EA	\$28,769.000000	\$0.00			\$0.00	\$0.00
0720225 - TRUCK, PICKUP, FULL SIZE, EXTENDED CAB, 5 PASSENGER, GASOLIN FORD F250 3/4 TON EXTENDED CAB 4WD 3/4 TON EXTENDED CAB 4WD STANDARD BED. EQUIPPED WITH THE MINIMUM SPECIFICATIONS: 8-CYLINDER ENGINE WHEELBASE: MINIMUM 147" - 150" MAXIMUM 4-WHEEL ANTI LOCK BRAKES AUTOMATIC TRANSMISSION BLUETOOTH, AC/HEAT, AM/FM RADIO REAR VIEW CAMERA CLASS IV TRAILER HITCH WITH 4 / 7 PIN CONNECTOR. HD COOLING COMPONENTS CRUISE CONTROL, TILT STEERING WHEEL, POWER WINDOWS, DOOR LOCKS, KEYLESS ENTRY. ALL STANDARD FEATURES.  MAKE:_FORD  MODEL:_F250  CAN BE OPTIONED UP TO LONG BED AND DIESEL.								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
5	0		\$0.000000	\$0.00			\$0.00	\$0.00
07100 - AUTOMOBILES, SCHOOL BUSES, SUVS, AND VANS, INCLUDING DIESEL, OPTIONAL EQUIPMENT OPTIONAL EQUIPMENT TO BE INVOICED AT DEALER COST,								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
6	0		\$0.000000	\$0.00			\$0.00	\$0.00
96286 - Transportation of Goods, Shipping and Handling, and Other Fr VEHICLE DELIVERY								

**COMMODITY / SERVICE INFORMATION**

DELIVERY OF VEHICLES.

PLEASE REFER TO SPECIFICATION SHEET FOR DETAILS.

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved:

**Purchasing Director**

APPROVALS			
Date	Status Before	Status After	Approver

**Final**

	Document Phase	Document Description	Page 4
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

**Authority:**

The Department of Finance Code of Administrative procedure, Chapter 356-4-1 effective September 7, 2012 is incorporated by reference and made a part of this document. To view the Code of Administrative procedures visit our website [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov).

**Choice of Law; Venue:**

This Contract will be governed by laws of the State of Alabama and the sole venue for litigation and alternative dispute resolution activities will be the City of Montgomery in the State of Alabama.

**Not to Constitute a Debt of the State:**

The terms and commitments contained in the RFB, or any contract resulting from this RFB, shall not constitute a debt of the State of Alabama, the incurring of which is prohibited by Section 213 of the Official Recompilation of the Constitution of Alabama, 1901, as amended by Amendment No. 26.

**Bid Response Instructions:**

In order to submit a responsive bid, bidder must read and follow all instructions, terms, conditions and specifications of this solicitation.

1. Bid envelope(s)/package(s)/box(es) must be identified with the bid number and opening date. Each individual bid must be submitted in a separate envelope. Responses to multiple bid numbers submitted in the same package that are not in separate envelopes and properly identified will be rejected. The Division of Purchasing does not assume responsibility for late bids for any reason including those due to postal or courier service. Bid responses must be in the Division of Purchasing office prior to the "close date and time" indicated on the bid.
2. Bid responses must be in ink or typed on this document, or replicated in the exact format. Signatures must be handwritten originals in ink or the bid will be rejected. Unless indicated in the bid, all price pages must be completed and returned. If an item is not being bid, identify it as N/B (no-bid). Pages should be secured. The Division of Purchasing does not assume responsibility for missing pages. Faxed/mailed bid responses will not be accepted.
3. The unit price always governs regardless of the extended amount. A unit price change on a line must be initialed by the person signing the bid or that line will be rejected. Price changes include but are not limited to cross-out, strike-over, ink-over, white-out, erasure, or any other method changing the price.
4. The Division of Purchasing requires an original and a minimum of one exact copy of the signed, notarized bid to include any required addendum(s) and documentation. The original and the copy should be submitted together as a bid package.
5. An improperly submitted bid, late bid or a bid that is canceled on or before the opening date may be retrieved during normal business hours. These bids will be held for 90 days then destroyed. The Division of Purchasing assumes no responsibility for the document after 90 days. Bids retrieved by vendor(s) are considered withdrawn and vendor(s) relinquishes all rights to protest.

**Bid rejection:**

Bidders shall not place any qualification, exceptions, conditions, reservations, limitations, or substitutions in their bid concerning the contract terms and conditions. Any such qualifications, exceptions, conditions, reservations, limitations or substitutions shall result in rejection of the bid.

Bids that are improperly submitted or received late will be documented for record but will not be returned nor will bidder be notified.

The following is a partial list whereby a bid response will be rejected:

Bid number not on envelope/package/box



	Document Phase	Document Description	Page 5
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

Bid responses with multiple bid numbers in same envelope not properly identified  
 Bid responses received late  
 Bid responses not signed/not original signature  
 Bid responses not notarized/not original signature of notary and/or notary expiration  
 Bidder notarized own signature  
 Required information not submitted with bid response  
 Failure to submit the original bid and a complete exact copy  
 Bid response received from non-subscribed/expired vendor

Beason-Hammon Alabama taxpayer and Citizen Protection Act (Act 2011-535 and as amended by Act 2012-491)

As a condition for award of this bid, the vendor acknowledges the following:

“By signing this contract, the contracting parties affirm, for the duration of any agreement that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.”

Verification of enrollment in the E-verify program will be required prior to any award to a vendor who employs one or more employees within the State of Alabama. E-verify documentation should be identified with the bid number and the buyer name. Failure to provide documentation within 5 calendar days of notification will result in the rejection of your bid. To enroll in the E-verify program visit [www.dhs.gov/e-verify](http://www.dhs.gov/e-verify).

#### Certification Pursuant to Act no. 2006-557

Alabama Law (section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting, and remitting Alabama State and local sales, use, and/or lease tax on all taxable sales and leases into Alabama. By submitting this bid, the bidder is hereby certifying that they are in full compliance with Act no. 206-557, they are not barred from bidding or entering into a contract pursuant to 41-4-116, and acknowledges that the awarding authority may declare the contract void if the certification is false.

Information and assistance to minority and women-owned businesses in acquiring M/WBE certification may be obtained from the office of minority business enterprises at [www.adeca.alabama.gov](http://www.adeca.alabama.gov)

In compliance with Act 2016-312, by submitting this bid the contractor hereby certifies that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this State can enjoy open trade.

#### \*\*\*\*\*STANDARD TERMS and CONDITIONS\*\*\*\*\*

##### Vendor Registration and Subscription Fee

Vendors may receive bid notices by registering at the State of Alabama vendor self-service (VSS) portal, <https://procurement.staars.alabama.gov>. Vendors wishing to respond to Requests for Bids (RFB) must be subscribed. Once registered, you may subscribe by clicking the “Pay Subscription Fee” link at the top of the VSS home page. Payments must be made by credit or debit card.

Subscribed Vendors should provide their VSS-assigned vendor number on all bid submissions. Doing so prevents unnecessary delays in verifying that a vendor is presently subscribed in VSS. Bid responses will not be accepted from non-subscribed vendors.

	Document Phase	Document Description	Page 6
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

In the event a vendor fails to provide its VSS-assigned vendor number or provides an incorrect number, the State reserves the right to clarify this information with the vendor. Failure of the vendor to provide the requested clarification within five (5) calendar days may result in the vendor's response being rejected as non-responsive. A vendor's subscription must be maintained throughout the term on an active contract, to include any renewal periods.

#### **Communication during Solicitation Process**

There shall be no communication between vendors and the State agency requisitioning the good(s) or service(s) from the time the solicitation is published until the award is posted as final. Unless stated elsewhere in the solicitation, any communications, either written, oral, or electronic between the Vendor and the requisitioning State agency must come through the Division of Purchasing buyer administering the solicitation. Failure to abide by this term and condition may result in disciplinary actions up to debarment.

#### **Non-appropriation of funds**

Continuation of any agreement between the State and a bidder beyond a fiscal year is contingent upon continued legislative appropriation of funds for the purpose of this bid and any resulting agreement. Non-availability of funds at any time shall cause any agreement to become void and unenforceable and no liquidated damages shall accrue to the State as a result. The State will not incur liability beyond the payment of accrued agreement payment.

#### **Proration**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

#### **Intent to Award**

The State of Alabama – Division of Purchasing will issue an 'Intent to Award' before a final award is made. The 'Intent to Award' will continue for a period of five (5) calendar days, after which the award will be final provided there are no protests. Upon final award, all rights to protest are forfeited. A detailed explanation of this process may be reviewed in the Alabama Administrative Code – Chapter 355-4-1(14). All protest communications filed via email must be sent to [protests@purchasing.alabama.gov](mailto:protests@purchasing.alabama.gov)

#### **Alternate Bid Response**

Unless stated elsewhere in this Request for Bid (RFB) the State of Alabama will accept and evaluate alternate bid submittals on any Request for Bid's (RFBs) provided the response meets all bid requirements.

#### **Internet Website Link's**

Internet and/or website links will not be accepted in bid responses as a means to supply any requirements stated in this Request for Bid (RFB).

#### **Product Delivery, Receiving and Acceptance**

In accordance with the Universal Commerce Code (Code of Alabama, Title 7), after delivery, the State of Alabama has the right to inspect all products before accepting. The State will inspect products in a reasonable timeframe. Signature on a delivery document does not constitute acceptance by the State. The State will accept products only after satisfactory inspection.

#### **Sales Tax Exemption**

Pursuant to the Code of Alabama, 1975, Title 40-23-4 (A)(11), the State of Alabama is exempt from paying sales tax. An exemption letter will be furnished upon request.

#### **Invoices**

Inquiries concerning invoice payments are to be directed to the receiving agency.

#### **Bid Responses and Bid Results**

	Document Phase	Document Description	Page 7
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

Unevaluated Bid Responses are available on our website at [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov). The complete bid file will be made available for review in the Division of Purchasing by scheduling an appointment. We do not provide copies of bid files.

**Foreign Corporation – Certificate of Authority**

Alabama Law provides that a foreign corporation (an out-of-state company/firm) may not transact business in the State of Alabama until it obtains a Certificate of Authority from the Secretary of State. Section 10-2B15.01, Code of Alabama 1975. To obtain forms for a Certificate of Authority, contact the Secretary of State, Corporations Division, (334) 242-5324. The Certificate of Authority does not prevent the vendor from submitting a bid.

**Alabama Preferred Vendor**

A “Preferred Vendor” shall be a person, firm, or corporation that is granted preference priority by meeting all of the following criteria as established by the Code of Alabama Section 41-16-20.

Priority 1. Produces or manufacturers the product within the State.

Priority 2. Has an assembly plant or distribution facility for the product within the State.

Priority 3. Is organized for business under the applicable laws of the State as a corporation, partnership, or professional association and has maintained at least one retail outlet or service center for the product or service within the State for not less than one year prior to the deadline date for the competitive bid.

Preferred vendor status must be indicated on the pricing page(s) of your bid response in order to be considered for preferred vendor preference. By signing this bid, you affirm that the item(s) indicated meet all three criteria of a preferred vendor.

Bid item(s) meeting the criteria of preferred vendor where pricing is within 1% of the lowest compliant bid may be considered for award by the awarding authority.

	Document Phase	Document Description	Page 8
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

**Award:**

Award will be to the lowest responsible bidder meeting all specifications. However, life cycle costing will be used to determine the lowest responsible bidder based on a 5 year/ 55,000 mile residual value listed in the NADA guide, or the average rate of depreciation as calculated by money-zine.com for the make/model year vehicle bid.

The life cycle cost residual value will be calculated by ALDOT's Office of Fleet Management during the evaluation by using the NADA guide for the month in which the bid is opened for the bid on a 2016 make/model year of that exact vehicle with standard options. If the make and model year of vehicle bid is not listed in the NADA guide, money-zine.com will be used to calculate the average rate of depreciation which will be the total life cycle cost for that vehicle. See provided **SAMPLE** life cycle cost form.

Each awarded vehicle will also be awarded a vehicle option line and a vehicle delivery line. These line items will not be used in the calculation of the total life cycle cost nor will they figure into the award evaluation. The unit price for those line items must be left blank.

Bid withdrawal prior to award, vendors will have until 5:00 pm central time on the 3rd business day after the bid opening to withdraw any bid price. Bid prices not withdrawn will stand and any resulting contract awarded must be honored for the term of the contract period. Failure to withdraw pricing as outlined above may result in the cancelation of the contract, and the vendor being barred from bidding on future bids for an indeterminate period. Bid withdrawals must be submitted to the buyer in writing. Emailed letters on vendor's letter head will be accepted.

**Delivery charges:**

There are no delivery charges for delivery of vehicles within a twenty (20) mile radius. Delivery charges will be from the contract vendor's dealership to the delivery destination. The maximum charge for delivery is \$1.50 per mile, calculated one way from the contract vendor's dealership to the delivery destination. Delivery mileage can be calculated via any internet mapping tool. Documentation showing mileage calculations may be requested from the agency, State Purchasing, or the ordering entity and must be provided within two (2) business days from the date of request.

**In State Dealership:**

Effective June 3, 2015, **Act 2015-306, SB20**, amends Section 23-1-50.1, Code of Alabama 1975, to require that state motor vehicles acquired for the Fleet Management Program of the Department of Transportation or other state operated motor vehicle acquisition program must be purchased or leased from a motor vehicle dealership located in this state.

**Administrative fee:**

Awarded bidder(s) are to pay the State an administrative fee for all sales paid under this contract. This fee will be 1% (0.01) of the total dollar amount for all sales paid. The fee is to be remitted the first month of each quarter before the 20th and will represent a single, one-time payment for all sales paid during the prior quarter and as adjusted for errors associated with earlier quarters. This fee is not to be listed as a separate cost on invoices. The awarded bidder(s) will be required to provide a summary report each quarter before the 20th listing sales paid during the prior calendar quarter. This report is to include the quarter being reported, the master agreement number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report is to be sent electronically to telecom.admin@oit.alabama.gov. A copy of the summary report is to also accompany the payment. The remittance is to be identified with the reporting quarter and master agreement number. Failure to comply with provisions of this paragraph will be grounds for termination of the contract(s).

Reports and Payments will be due according to the following schedule:

October, November, December – Due by January 20<sup>th</sup>  
January, February, March – Due by April 20<sup>th</sup>  
April, May, June – Due by July 20<sup>th</sup>  
July, August, September – Due by October 20<sup>th</sup>

Remittance is to be payable to the "State of Alabama Department of Finance" and be sent to:

Alabama Department of Finance  
Division of Accounting and Administration  
PO Box 300658  
Montgomery, Alabama 36130-0658

	Document Phase	Document Description	Page 9
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

The definition of sale, for the purpose of this bid only, will be at the time of vehicle delivery and acceptance by the agency. Only the base vehicle price will be used toward the "total dollar amount" for calculating the administrative fees. Administrative costs, such as title fees and charges for options will not be included in the calculation of the administrative fees.

Failure to comply with the provisions of this term and conditions as outlined above, will result in the cancellation of the contract, and the vendor's possible debarment from doing business with the State of Alabama for an indeterminate period

#### **Vehicles, Non-Alternative Fuel:**

Production/close-out dates:

This contract is for the current year model only. The manufacturer determines production and close out dates, which will be provided by the awarded vendors to State Purchasing at the earliest possible date. State Purchasing will then post these dates on the contract online.

Delivery dates shown on the contract are estimates only, as dealers do not have control over production schedules.

Agencies are encouraged to order as soon as the contract(s) are put in place. Orders placed just before the vendor cut-off dates run the risk of delayed delivery and possible order cancellation.

Delivery/pick-up:

If vehicle delivery exceeds twenty (20) miles, vehicle(s) will either be picked-up at the contract dealership, or delivered to the delivery destination per the delivery charges term and condition with the cost of delivery added to the PO on the vehicle delivery line.

When vehicles are ready to be pickup at the dealership the contract vendor must fax the delivery notification to the ordering agency. The ordering agency will make every effort to pick up the vehicle(s) within seven (7) calendar days.

All vehicles delivered/picked up must have 2 sets of keys and a minimum of 5 gallons of fuel.

Warranty cards and service policy must accompany each vehicle when they are delivered/picked-up, as the warranty will go into effect at this time. Vehicles must also be serviced and ready for use at time of delivery/pick up.

All titles, fees, as well as other charges, are to be paid by the contract vendor. The vendor must furnish a prepaid certificate of title in the name of the agency that purchased the vehicle(s). The title will change upon acceptance of delivery to the agency.

\*\*\*\*\*

Standard features and options:

"Purchasing optional equipment on state motor vehicles that is unnecessary for the proper functioning of the automobile or safety of the driver and passengers" is prohibited by state law on this contract.

All vehicles shall come equipped with all standard equipment and options as shown as part of the base vehicle. This standard equipment and options on the base line must be factory installed.

Options not listed as part of the awarded base vehicle must be sold under the vehicle option line and must be factory installed, unless approved by state purchasing prior to award, and must be sold at dealer invoice cost.

All vehicles being ordered with additional options beyond those shown on the base vehicle contract line must have a quote from the awarded vendor showing the options code and dealer invoice price.

Vehicles sold under this contract must be free of dealership logos, decals, or advertising.

Colors:

Vehicles must be factory colors with matching interior. Colors will be stated on the purchase order. If no color is specified, the vendor will order with factory white color with matching interior.

\*\*\*\*\*

	Document Phase	Document Description	Page 10
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

**Passenger vans disclaimer:**

Some vans that appear on this contract do not conform to federal school bus safety standards and they may not be sold for use as school buses or activity buses.

**Contract period:**

Establish a 12 month contract with an option to extend for a second, third, fourth, and fifth 12 month period with the same pricing, and terms and conditions. The second, third, fourth, or fifth 12 month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12 month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12 month period.

**Ordering process:**

Purchases for state agencies will be made by contract release orders showing specific shipping information. Cities, counties, school systems and other political subdivisions will be responsible for issuing their own purchase orders directly to the vendor.

**Proration:**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

**Manufacturer, Stock/Model numbers:**

At the end of each line item where spaces are marked MFR" and MODEL, the vendor is to indicate the manufacturer and model necessary to complete each unit as specified.

**Descriptive literature:**

Vendors may be required to provide complete descriptive, technical literature for evaluation. Reference to literature with a previous bid or to a website will not satisfy this requirement.

Literature, if requested, must be provided within 5 business days from the date of request. The literature must show the line item number on the bid and the make/model. Failure to provide the literature as outlined above will result in the rejection of your bid on that line item. Physical inspection and operational evaluation may also be required without cost or obligation to the State of Alabama.

**Requested information:**

Any additional information requested from a vendor must be furnished within five (5) days from receipt of request.

**Firm Pricing:**

All prices quoted must be firm for a period of one (1) year from the vendor's notification of award.

**OPTIONS PRICING:**

All options must be sold at dealer invoice cost. All options must be factory installed unless otherwise noted on the options price list supplied to state purchasing by the awarded vendor. Options pricing must be supplied to the agency within 2 business days from date of request. Agencies may request standard features to be deleted, if Possible, with a reduction to the vehicle cost. This reduction will be shown on the quote, invoice, requisition, and purchase order as a negative cost.

Proof of dealer cost may be requested and must be supplied within 2 business days from the date of request. Failure to provide proof of dealer cost may result in contract cancellation.

Vendors must not enter a price on the unit price line for vehicle options or vehicle delivery. The prices for these line items will be quoted at the time the vehicle is ordered. Only the price pages with prices for the line items you are bidding on need to be returned.

**QUOTES:**

	Document Phase	Document Description	Page 11
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

When vendors supply a quote to an agency, individual priced options must show for the base vehicle price (which matches the contract bid price). Items included in the base bid price (such as title, fuel, keys, warranty, etc.) must not be shown as separate cost on option quotes.

It would be helpful for vendors to notate the contract and line number on any quotes provided to agencies.

#### CREDIT APPLICATIONS/BUSINESS LICENSES, ETC:

Vendors may not require any state or other governmental entity buying from this contract to complete credit applications or any other forms.

State agencies or other local governmental entities purchasing from this contract may not require vendors to obtain business or other licenses or complete any other forms.

#### PURPOSE:

To establish a statewide contract for non-alternative fuel vehicles for State agencies, pricing may be made available to other local governmental agencies, Such as cities, counties, schools, universities, etc. Non-Government agencies, such as non-profit, are not eligible to purchase from this contract regardless of funding.

Payment terms: All state agencies and universities payment terms are net 30 after vehicle delivery and receipt of correct invoice.

All other local governmental entities payment terms are upon vehicle delivery and receipt of correct invoice.

\* Note: Vendors may charge State or other Governmental entities purchasing from this contract interest on late payments, in accordance with Code of Alabama 41-16-3.

#### Quantity:

The exact quantity of purchases for each item listed is not known. The division of purchasing does not guarantee that the state will purchase any quantity.

**PLEASE NOTE: THE EXACT BID COPY REQUIREMENT PER ITEM NUMBER 4 UNDER AUTHORITY OF THIS RFB. PLEASE NOTE: FAILURE TO PROVIDE THE REQUIRED COPY WITH YOUR BID WILL RESULT IN THE REJECTION OF YOUR BID.**

**PLEASE NOTE: ALL PRICES MUST BE GIVEN PER THE UNIT OF MEASURE IN THE UNIT PRICE SPACE OF THE RFB DOCUMENT. FAILURE TO PROVIDE THE UNIT PRICE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

**ANY VENDOR WISHING TO BID ON THIS RFB OR ANY RFB THROUGH THE DIVISION OF PURCHASING, MUST HAVE PAID A BIENNIAL VENDOR SUBSCRIPTION FEE IN THE AMOUNT OF \$200.00 PRIOR TO SUBMITTING A BID. THE SUBSCRIPTION FEE MUST BE PAID BY EITHER AN ACCEPTED CREDIT OR DEBIT CARD OR BY ELECTRONIC CHECK THROUGH THE VENDOR'S SELF SERVE (VSS) ACCOUNT. FAILURE TO SUBSCRIBE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

#### ELECTRONIC PAYMENT

Vendors awarded in response to this RFB must accept EFT forms of electronic payment at no additional cost to the State.

#### PRE-BID CONFERENCE:

There will be a pre-bid conference for all vendors wishing to bid on this RFB. Vendors will be required to sign-in at the pre-bid conference. Vendors attending the pre-bid conference should come prepared to ask questions relative to this RFB. To conserve time,

	Document Phase	Document Description	Page 12
210000000075	Final	MA - STATE OF ALABAMA VEHICLES	Total Pages: 12

vendors should submit their question(s) in advance. The question(s) must be submitted to the buyer in writing via the email listed on page one of this FRB. Questions must be submitted in a timely manner prior to the pre-bid conference in order to allow for a proper response. Time permitting the question(s) will be answered via response of the questions submission. All questions received and answered prior to the pre-bid conference will also be addressed during the conference. Any resulting changes to the specifications or terms and conditions will be published in the form of an amendment to this RFB. The Pre-Bid Conference will be as follow:

DATE: September 8, 2020

TIME: 9:30 am

PLACE: Alabama Department of Transportation Central Office

1409 Coliseum Blvd.

Conference Rooms 7 & 8

Montgomery, AL 36110

Parking is available the North Parking lot closest to the loading dock. Entry will be through the glass doors located on the Northwest Corner of the building. ALDOT security will sign in all visitors.

In addition, if you are unable to attend the Pre-Bid Conference in person, you may use our Audio Conference System. Details are Below:

Dial-in Info: +1 (334)-353-6333

Participant Code: 467-098-17

Link: <http://10.150.254.51/conference/46709817>





## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

John Paine, Purchasing Agent

**Sponsored by:**

Mayor William S. Stimpson

**Purpose and Scope of Project:**

To approve issuance of purchase order to Ford Stivers Lincoln Inc for 2 2022 Ford Explorer 4X4 SUVs for MFRD.

General Fund.

**Amount of Contract:**

\$61,260.00

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
20220413 Stivers1 Agenda Package POs	Cover Memo	4/13/2022

**REVIEWERS:**

Department Reviewer	Action	Date
Mayors Office      Montgomery, Brandi	Approved	4/14/2022 - 2:47 PM

# AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

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FUNDING SOURCE:

Associated Costs:

*\*If Cost will continue, write "indefinite" and list project annual cost.*

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## **RESOLUTION**

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

<b>Requisitions</b>	<b>Fiscal Year</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>	<b>Vendor</b>
<u>8462</u>	2022	(1510) FIRE ADMINISTRATION	2 2022 FORD EXPLORER 4X4 SUVS FOR MFRD (AL STATE CONTRACT)	\$61,260.00	<u>(292393)</u> <u>STIVERS FORD</u> <u>LINCOLN INC</u>

Adopted:

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City Clerk

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008462-00 FY 2022  Acct No: 1000.30.15.1510.1510.1510.0000.0000.47020. Review: Buyer: Status: Approved	Page 1
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Vendor  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

Ship To  
 MOTOR POOL  
 745 BROAD STREET

MONTGOMERY, AL 36116

MOBILE, AL 36604

Tel#334-613-5000  
 Fax 334-613-5018

Delivery Reference  
 VICTORIA RICHARDSON

Deliver To  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604  
 Delivery Reference  
 MFRD // CHIEF BROWNE

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/13/22	292393				FIRE ADMINISTRATION

LN Description / Account	Qty	Unit Price	Net Price
001 TRUCK SPORT UTILITY VEHICLE (SUV) AS FOLLOWS: Additional Description Notes	2.00 EACH	30366.00000	60732.00

2022 FORD EXPLORER 4X4 FOUR DOOR MID SIZE SUV.

AS PER STATE OF ALABAMA CONTRACT T-191 MA16000000221 LINE 1

Vendor Item  
 Inventory Item/Loc 724

1 1000.30.15.1510.1510.1510.0000.0000.47020. 60732.00

Ship To  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604  
 Delivery Reference  
 VICTORIA RICHARDSON

Deliver To  
 MOTOR POOL  
 745 BROAD STREET  
 MOBILE, AL 36604  
 Delivery Reference  
 MFRD // CHIEF BROWNE

002 DELIVERY BY DEALER TO CITY OF MOBILE BY STIVERS FORD. FROM 4000 EASTERN BLVD MONTGOMERY ALABAMA TO	2.00 EACH	264.00000	528.00
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Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008462-00 FY 2022  Acct No: 1000.30.15.1510.1510.1510.0000.0000.47020. Review: Buyer: Status: Approved	Page 2
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Vendor STIVERS FORD LINCOLN INC 4000 EASTERN BLVD  MONTGOMERY, AL 36116  Tel#334-613-5000 Fax 334-613-5018	Ship To MOTOR POOL 745 BROAD STREET  MOBILE, AL 36604  Delivery Reference VICTORIA RICHARDSON  Deliver To MOTOR POOL 745 BROAD STREET  MOBILE, AL 36604 Delivery Reference MFRD // CHIEF BROWNE
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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/13/22	292393				FIRE ADMINISTRATION

LN	Description / Account	Qty	Unit Price	Net Price
	CITY OF MOBILE MOTOR POOL 745 SOUTH BROAD STREET, MOBILE ALABAMA 176 MILES X \$1.50 PER MILE AS PER STATE OF ALABAMA CONTRACT.			

1	1000.30.15.1510.1510.1510.0000.0000.47020.			528.00
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Ship To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604  
Delivery Reference  
VICTORIA RICHARDSON

Deliver To  
MOTOR POOL  
745 BROAD STREET  
MOBILE, AL 36604  
Delivery Reference  
MFRD // CHIEF BROWNE

# [Requisition Link](#)

Requisition Total	61260.00
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## \*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
1000.30.15.1510.1510.1510.0000.0000.47020.	61260.00	3487440.01
FIRE ADMINISTRATION EXP	EQUIPMENT (LESS THAN \$5000)	

Bill To ACCOUNTS PAYABLE P O BOX 389  MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00008462-00 FY 2022  Acct No: 1000.30.15.1510.1510.1510.0000.0000.47020. Review: Buyer: Status: Approved
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Page 3

Vendor  
 STIVERS FORD LINCOLN INC  
 4000 EASTERN BLVD

Ship To  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604

MONTGOMERY, AL 36116

Tel#334-613-5000  
 Fax 334-613-5018

Delivery Reference  
 VICTORIA RICHARDSON

Deliver To  
 MOTOR POOL  
 745 BROAD STREET

MOBILE, AL 36604  
 Delivery Reference  
 MFRD // CHIEF BROWNE

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/13/22	292393				FIRE ADMINISTRATION

LN Description / Account	Qty	Unit Price	Net Price
***** Approval/Conversion Info *****			
Activity Date Clerk	Comment		
CCancelled 04/13/22 JOHN PAINE	Requisition item added changed		
Approved 04/13/22 DONNA MICHELE STANLEY	Auto approved by: 9105paij		
Approved 04/13/22 DONALD ROSE	Auto approved by: 9105paij		
Approved 04/13/22 SANDRA LEWIS	Auto approved by: 9105paij		
Approved 04/13/22 JOHN PAINE			

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature

## T191 Vehicle Master Agreement

999 20*221 Stivers Ford Lincoln VC000042177 Effective Date: 4/1/20 – 4/1/23			
	Make	Model	Price
Line 1	Ford	Explorer	\$25,957.00

999 21*75 Stivers Ford Lincoln VC000042177 Effective Date: 11/12/20 – 11/12/22			
	Make	Model	Price
Line 1	Ford	F150 ½ Ton Crew Cab 2WD	\$25,841.00
Line 3	Ford	F250 ¾ Ton Extended Cab 4WD	\$28,769.00

999 21*76 Donohoo Chevrolet VC000049701 Effective Date: 11/12/20 – 11/12/22			
	Make	Model	Price
Line 1	Chevrolet	Suburban Large Sport Utility Vehicle	\$41,573.00

999 21*129 Stivers Ford Lincoln VC000042177 Effective Date: 1/1/21 – 11/12/22			
	Make	Model	Price
Line 1	Ford	F250 3/4 Ton Extended Cab 2WD Standard Bed	\$26,267.00
Line 2	Ford	F150 1/2 Ton Extended Cab 4WD Short Bed	\$25,270.00
Line 3	Ford	F150 ½ Ton Crew Cab 4WD	\$28,702.00

999 21*235 Stivers Ford Lincoln VC000042177 Effective Date: 5/28/21 – 11/12/22			
	Make	Model	Price
Line 1	Ford	Ford F250 ¾ Ton Crew Cab 2WD Standard Bed	\$27,575.00
Line 2	Ford	Ford F250 ¾ Ton Crew Cab 4WD Standard Bed	\$30,025.00



State of Alabama  
Department of Finance  
Division of Purchasing  
Master Agreement

**Modification**

**CONTRACT INFORMATION**

**MASTER AGREEMENT NUMBER:** MA 999 200000000221

**NOT TO EXCEED AMOUNT:**

Begin Date: 04/01/2020

Procurement Folder: 1024611

Expiration Date: 04/01/2023

Procurement Type: Master Agreement

Solicitation Number:

Replaces Award Document:

Award Date:

Replaced by Award Document:

Modification Date: 03/29/22

Version Number: 5

**CONTACT INFORMATION**

**REQUESTOR:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**ISSUER:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**BUYER:**

Patrick Hemme

334-242-7173

Pat.Hemme@purchasing.alabama.gov

**CONTRACT DESCRIPTION**

MA-NON-ALTERNATIVE FUEL VEHICLES - T191

OLD T191 NON-ALTERNATIVE FUEL VEHICLES

**Ship To:**

**Bill To:**

**REASON FOR MODIFICATION**

**VENDOR INFORMATION**

**Name /Address:**

VC000042177: Stivers Ford Lincoln

4000 Eastern Boulevard

Montgomery AL 36116

**Contact:**

Billy Bruce

3346135000 EXT: 5056

Bbruce@Stiversonline.Com



## COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$25,957.000000	\$0.00			\$0.00	\$0.00

0718027 - UTILITY VEHICLES, MIDSIZE  
 FORD EXPLORER UTILITY SUV 4 DOOR  
 MIDSIZE UTILITY CLASS SUV, VEHICLE TO BE 4 DOOR WITH ALL STANDARD AND SAFETY FEATURES.  
 7-PASSENGER SEATING

WHEELBASE TO BE A MINIMUM OF 114 AND A MAXIMUM OF 121".  
 WIDTH TO BE A MAXIMUM OF 80" W/O MIRRORS.  
 MINIMUM 4 CYLINDER ENGINE  
 AUTOMATIC TRANSMISSION  
 DAYTIME RUNNING LIGHTS  
 REAR VIEW CAMERA  
 MINIMUM GROUND CLEARANCE 7.75"  
 MINIMUM FUEL TANK CAPACITY OF 17.5 GALLONS

MAKE: FORD

MODEL: EXPLORER

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

0720117 - TRUCK, PICKUP, MID SIZE EXTENDED CAB, SINGLE REAR WHEEL, SHO  
 NO LONGER AVAILABLE - FORD RANGER TRUCK  
 No Longer Available.

MAKE: FORD

MODEL: RANGER

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0		\$0.000000	\$0.00			\$0.00	\$0.00

0710490 - VEHICLES AND OTHER FLEET EQUIPMENT  
 VEHICLE OPTIONS  
 VEHICLE OPTIONS:  
 TO BE BILLED AT DEALER INVOICE PRICING.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
4	0		\$0.000000	\$0.00			\$0.00	\$0.00

96286 - Transportation of Goods, Shipping and Handling, and Other Fr  
 VEHICLE DELIVERY  
 VEHICLE DELIVERY

SEE SPECIFICATION SHEET FOR DETAILS.

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved:



Purchasing Director

APPROVALS			
Date	Status Before	Status After	Approver

	Document Phase	Document Description	Page 3
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

**Authority:**

The Department of Finance Code of Administrative procedure, Chapter 356-4-1 effective September 7, 2012 is incorporated by reference and made a part of this document. To view the Code of Administrative procedures visit our website [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov).

**Choice of Law; Venue:**

This Contract will be governed by laws of the State of Alabama and the sole venue for litigation and alternative dispute resolution activities will be the City of Montgomery in the State of Alabama.

**Not to Constitute a Debt of the State:**

The terms and commitments contained in the RFB, or any contract resulting from this RFB, shall not constitute a debt of the State of Alabama, the incurring of which is prohibited by Section 213 of the Official Recompilation of the Constitution of Alabama, 1901, as amended by Amendment No. 26.

**Bid Response Instructions:**

In order to submit a responsive bid, bidder must read and follow all instructions, terms, conditions and specifications of this solicitation.

1. Bid envelope(s)/package(s)/box(es) must be identified with the bid number and opening date. Each individual bid must be submitted in a separate envelope. Responses to multiple bid numbers submitted in the same package that are not in separate envelopes and properly identified will be rejected. The Division of Purchasing does not assume responsibility for late bids for any reason including those due to postal or courier service. Bid responses must be in the Division of Purchasing office prior to the "close date and time" indicated on the bid.
2. Bid responses must be in ink or typed on this document, or replicated in the exact format. Signatures must be handwritten originals in ink or the bid will be rejected. Unless indicated in the bid, all price pages must be completed and returned. If an item is not being bid, identify it as N/B (no-bid). Pages should be secured. The Division of Purchasing does not assume responsibility for missing pages. Faxed/emailed bid responses will not be accepted.
3. The unit price always governs regardless of the extended amount. A unit price change on a line must be initialed by the person signing the bid or that line will be rejected. Price changes include but are not limited to cross-out, strike-over, ink-over, white-out, erasure, or any other method changing the price.
4. The Division of Purchasing requires an original and a minimum of one exact copy of the signed, notarized bid to include any required addendum(s) and documentation. The original and the copy should be submitted together as a bid package.
5. An improperly submitted bid, late bid or a bid that is canceled on or before the opening date may be retrieved during normal business hours. These bids will be held for 90 days then destroyed. The Division of Purchasing assumes no responsibility for the document after 90 days. Bids retrieved by vendor(s) are considered withdrawn and vendor(s) relinquishes all rights to protest.

**Bid rejection:**

Bidders shall not place any qualification, exceptions, conditions, reservations, limitations, or substitutions in their bid concerning the contract terms and conditions. Any such qualifications, exceptions, conditions, reservations, limitations or substitutions shall result in rejection of the bid.

Bids that are improperly submitted or received late will be documented for record but will not be returned nor will bidder be notified.

The following is a partial list whereby a bid response will be rejected:

Bid number not on envelope/package/box

Bid responses with multiple bid numbers in same envelope not properly identified

Bid responses received late

	Document Phase	Document Description	Page 4
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

**Bid responses not signed/not original signature**

**Bid responses not notarized/not original signature of notary and/or notary expiration**

**Bidder notarized own signature**

**Required information not submitted with bid response**

**Failure to submit the original bid and a complete exact copy**

**Bid response received from non-subscribed/expired vendor (Effective March 1, 2021 Subscriptions will no longer be required)**

**Beason-Hammon Alabama taxpayer and Citizen Protection Act (Act 2011-535 and as amended by Act 2012-491)**

**As a condition for award of this bid, the vendor acknowledges the following:**

**“By signing this contract, the contracting parties affirm, for the duration of any agreement that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.”**

Verification of enrollment in the E-verify program will be required prior to any award to a vendor who employs one or more employees within the State of Alabama. E-verify documentation should be identified with the bid number and the buyer name. Failure to provide documentation within 5 calendar days of notification will result in the rejection of your bid. To enroll in the E-verify program visit [www.dhs.gov/e-verify](http://www.dhs.gov/e-verify).

#### **Certification Pursuant to Act no. 2006-557**

Alabama Law (section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting, and remitting Alabama State and local sales, use, and/or lease tax on all taxable sales and leases into Alabama. By submitting this bid, the bidder is hereby certifying that they are in full compliance with Act no. 206-557, they are not barred from bidding or entering into a contract pursuant to 41-4-116, and acknowledges that the awarding authority may declare the contract void if the certification is false.

Information and assistance to minority and women-owned businesses in acquiring M/WBE certification may be obtained from the office of minority business enterprises at [www.adeca.alabama.gov](http://www.adeca.alabama.gov)

In compliance with Act 2016-312, by submitting this bid the contractor hereby certifies that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this State can enjoy open trade.

#### **\*\*\*\*\*STANDARD TERMS and CONDITIONS \*\*\*\*\***

**Vendor Registration and Subscription Fee (Effective March 1, 2021 Subscriptions will no longer be required)**

Vendors may receive bid notices by registering at the State of Alabama vendor self-service (VSS) portal, <https://procurement.staars.alabama.gov>. Vendors wishing to respond to Requests for Bids (RFB) opening prior to March 1, 2021 must be subscribed. Once registered, you may subscribe by clicking the “Pay Subscription Fee” link at the top of the VSS home page. Payments must be made by credit or debit card.

Subscribed Vendors should provide their VSS-assigned vendor number on all bid submissions. Doing so prevents unnecessary delays in verifying that a vendor is presently subscribed in VSS. Bid responses will not be accepted from non-subscribed vendors. (Effective March 1, 2021 Subscriptions will no longer be required.)

	Document Phase	Document Description	Page 5
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

In the event a vendor fails to provide its VSS-assigned vendor number or provides an incorrect number, the State reserves the right to clarify this information with the vendor. Failure of the vendor to provide the requested clarification within five (5) calendar days may result in the vendor's response being rejected as non-responsive. A vendor's subscription must be maintained throughout the term on an active contract, to include any renewal periods. (Effective March 1, 2021 Subscriptions will no longer be required.)

#### **Communication during Solicitation Process**

There shall be no communication between vendors and the State agency requisitioning the good(s) or service(s) from the time the solicitation is published until the award is posted as final. Unless stated elsewhere in the solicitation, any communications, either written, oral, or electronic between the Vendor and the requisitioning State agency must come through the Division of Purchasing buyer administering the solicitation. Failure to abide by this term and condition may result in disciplinary actions up to debarment.

#### **Non-appropriation of funds**

Continuation of any agreement between the State and a bidder beyond a fiscal year is contingent upon continued legislative appropriation of funds for the purpose of this bid and any resulting agreement. Non-availability of funds at any time shall cause any agreement to become void and unenforceable and no liquidated damages shall accrue to the State as a result. The State will not incur liability beyond the payment of accrued agreement payment.

#### **Proration**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

#### **Intent to Award**

The State of Alabama – Division of Purchasing will issue an 'Intent to Award' before a final award is made. The 'Intent to Award' will continue for a period of five (5) calendar days, after which the award will be final provided there are no protests. Upon final award, all rights to protest are forfeited. A detailed explanation of this process may be reviewed in the Alabama Administrative Code – Chapter 355-4-1(14). All protest communications filed via email must be sent to [protests@purchasing.alabama.gov](mailto:protests@purchasing.alabama.gov)

#### **Alternate Bid Response**

Unless stated elsewhere in this Request for Bid (RFB) the State of Alabama will accept and evaluate alternate bid submittals on any Request for Bid's (RFBs) provided the response meets all bid requirements.

#### **Internet Website Link's**

Internet and/or website links will not be accepted in bid responses as a means to supply any requirements stated in this Request for Bid (RFB).

#### **Product Delivery, Receiving and Acceptance**

In accordance with the Universal Commerce Code (Code of Alabama, Title 7), after delivery, the State of Alabama has the right to inspect all products before accepting. The State will inspect products in a reasonable timeframe. Signature on a delivery document does not constitute acceptance by the State. The State will accept products only after satisfactory inspection.

#### **Sales Tax Exemption**

Pursuant to the Code of Alabama, 1975, Title 40-23-4 (A)(11), the State of Alabama is exempt from paying sales tax. An exemption letter will be furnished upon request.

#### **Invoices**

Inquiries concerning invoice payments are to be directed to the receiving agency.

	Document Phase	Document Description	Page 6
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

#### **Bid Reponses and Bid Results**

Unevaluated Bid Responses are available on our website at [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov). The complete bid file will be made available for review in the Division of Purchasing by scheduling an appointment. We do not provide copies of bid files.

#### **Foreign Corporation – Certificate of Authority**

Alabama Law provides that a foreign corporation (an out-of-state company/firm) may not transact business in the State of Alabama until it obtains a Certificate of Authority from the Secretary of State. Section 10-2B15.01, Code of Alabama 1975. To obtain forms for a Certificate of Authority, contact the Secretary of State, Corporations Division, (334) 242-5324. The Certificate of Authority does not prevent the vendor from submitting a bid.

#### **Alabama Preferred Vendor**

A “Preferred Vendor” shall be a person, firm, or corporation that is granted preference priority by meeting all of the following criteria as established by the Code of Alabama Section 41-16-20.

Priority 1. Produces or manufacturers the product within the State.

Priority 2. Has an assembly plant or distribution facility for the product within the State.

Priority 3. Is organized for business under the applicable laws of the State as a corporation, partnership, or professional association and has maintained at least one retail outlet or service center for the product or service within the State for not less than one year prior to the deadline date for the competitive bid.

Preferred vendor status must be indicated on the pricing page(s) of your bid response in order to be considered for preferred vendor preference. By signing this bid, you affirm that the item(s) indicated meet all three criteria of a preferred vendor.

Bid item(s) meeting the criteria of preferred vendor where pricing is within 1% of the lowest compliant bid may be considered for award by the awarding authority.

	Document Phase	Document Description	Page 7
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

#### **Award:**

Award will be made by line (Vehicle) to the lowest responsible bidder meeting all specifications. However, life cycle costing will be used to determine the lowest responsible bidder based on a 5 year/ 55,000 mile residual value listed in the NADA guide, or the average rate of depreciation as calculated by money-zine.com for the make/model year vehicle bid.

The life cycle cost residual value will be calculated by ALDOT's Office of Fleet Management during the evaluation by using the NADA guide for the month in which the bid is opened for the bid on a 2016 make/model year of that exact vehicle for a 2011 make/ model year with standard options. If the make and model year of vehicle bid is not listed in the NADA guide, money-zine.com will be used to calculate the average rate of depreciation which will be the total life cycle cost for that vehicle.

Each awarded vehicle will also be awarded a vehicle option line and a vehicle delivery line. These line items will not be used in the calculation of the total life cycle cost nor will they figure into the award evaluation. The unit price for those line items must be left blank.

Bid withdrawal prior to award, vendors will have until 5:00 pm central time on the 3rd business day after the bid opening to withdraw any bid price. Bid prices not withdrawn will stand and any resulting contract awarded must be honored for the term of the contract period. Failure to withdraw pricing as outlined above may result in the cancellation of the contract, and the vendor being barred from bidding on future bids for an indeterminate period. Bid withdrawals must be submitted to the buyer in writing. Emailed letters on vendor's letter head will be accepted.

#### **Delivery charges:**

There are no delivery charges for delivery of vehicles within a twenty (20) mile radius. Delivery charges will be from the contract vendor's dealership to the delivery destination. The maximum charge for delivery is \$1.50 per mile, calculated one way from the contract vendor's dealership to the delivery destination. Delivery mileage can be calculated via any internet mapping tool. Documentation showing mileage calculations may be requested from the agency, State Purchasing, or the ordering entity and must be provided within two (2) business days from the date of request.

#### **In State Dealership:**

Effective June 3, 2015, **Act 2015-306, SB20**, amends Section 23-1-50.1, Code of Alabama 1975, to require that state motor vehicles acquired for the Fleet Management Program of the Department of Transportation or other state operated motor vehicle acquisition program must be purchased or leased from a motor vehicle dealership located in this state.

#### **Administrative fee:**

Awarded bidder(s) are to pay the State an administrative fee for all sales paid under this contract. This fee will be 1% (0.01) of the total dollar amount for all sales paid. The fee is to be remitted the first month of each quarter before the 20th and will represent a single, one-time payment for all sales paid during the prior quarter and as adjusted for errors associated with earlier quarters. This fee is not to be listed as a separate cost on invoices. The awarded bidder(s) will be required to provide a summary report each quarter before the 20th listing sales paid during the prior calendar quarter. This report is to include the quarter being reported, the master agreement number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report is to be sent electronically to telecom.admin@oit.alabama.gov. A copy of the summary report is to also accompany the payment. The remittance is to be identified with the reporting quarter and master agreement number. Failure to comply with provisions of this paragraph will be grounds for termination of the contract(s).

Reports and Payments will be due according to the following schedule:

October, November, December – Due by January 20<sup>th</sup>

January, February, March – Due by April 20<sup>th</sup>

April, May, June – Due by July 20<sup>th</sup>

July, August, September – Due by October 20<sup>th</sup>

Remittance is to be payable to the "State of Alabama Department of Finance" and be sent to:

	Document Phase	Document Description	Page 8
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Alabama Department of Finance  
Division of Accounting and Administration  
PO Box 300658  
Montgomery, Alabama 36130-0658

The definition of sale, for the purpose of this bid only, will be at the time of vehicle delivery and acceptance by the agency. Administrative fees will be due by the 20th of the month following the month of delivery. For example, administrative fees for vehicles delivered during the month of April will be due by the 20th of May.

Only the base vehicle price will be used toward the "total dollar amount" for calculating the administrative fees. Administrative costs, such as title fees and charges for options will not be included in the calculation of the administrative fees.

Failure to comply with the provisions of this term and conditions as outlined above, will result in the cancelation of the contract, and the vendor's possible debarment from doing business with the State of Alabama for an indeterminate period

#### **Vehicles, Non-Alternative Fuel:**

Production/close-out dates:

This contract is for the current year model only. The manufacturer determines production and close out dates, which will be provided by the awarded vendors to State Purchasing at the earliest possible date. State Purchasing will then post these dates on the contract online.

Delivery dates shown on the contract are estimates only, as dealers do not have control over production schedules.

Agencies are encouraged to order as soon as the contract(s) are put in place. Orders placed just before the vendor cut-off dates run the risk of delayed delivery and possible order cancellation.

Delivery/pick-up:

If vehicle delivery exceeds twenty (20) miles, vehicle(s) will either be picked-up at the contract dealership, or delivered to the delivery destination per the delivery charges term and condition with the cost of delivery added to the PO on the vehicle delivery line.

When vehicles are ready to be pickup at the dealership the contract vendor must notify the ordering agency. The ordering agency will make every effort to pick up the vehicle(s) within seven (7) calendar days.

All vehicles delivered/picked up must have 2 sets of keys and a minimum of 5 gallons of fuel.

Warranty cards and service policy must accompany each vehicle when they are delivered/picked-up, as the warranty will go into effect at this time. Vehicles must also be serviced and ready for use at time of delivery/pick up.

All titles, fees, as well as other charges, are to be paid by the contract vendor. The vendor must furnish a prepaid certificate of title in the name of the agency that purchased the vehicle(s). The title will change upon acceptance of delivery to the agency.

Standard features and options:

"Purchasing optional equipment on state motor vehicles that is unnecessary for the proper functioning of the automobile or safety of the driver and passengers" is prohibited by state law on this contract.

All vehicles shall come equipped with all standard equipment and options as shown as part of the base vehicle. This standard equipment and options on the base line must be factory installed.

Options not listed as part of the awarded base vehicle must be sold under the vehicle option line and must be factory installed, unless approved by state purchasing prior to award, and must be sold at dealer invoice cost.

All vehicles being ordered with additional options beyond those shown on the base vehicle contract line must have a quote from the awarded vendor showing the options code and dealer invoice price.

	Document Phase	Document Description	Page 9
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Vehicles sold under this contract must be free of dealership logos, decals, or advertising.

**Colors:**

Vehicles must be factory colors with matching interior. Colors will be stated on the purchase order. If no color is specified, the vendor will order with factory white color with matching interior.

**Passenger vans disclaimer:**

Some vans that appear on this contract do not conform to federal school bus safety standards and they may not be sold for use as school buses or activity buses.

**Contract period:**

Establish a 12 month contract with an option to extend for a second, third, fourth, and fifth 12 month period with the same pricing, and terms and conditions. The second, third, fourth, or fifth 12 month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12 month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12 month period.

**Ordering process:**

Purchases for state agencies will be made by contract release orders showing specific shipping information. Cities, counties, school systems and other political subdivisions will be responsible for issuing their own purchase orders directly to the vendor.

**Proration:**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.

**Manufacturer, Stock/Model numbers:**

At the end of each line item where spaces are marked MFR" and MODEL, the vendor is to indicate the manufacturer and model necessary to complete each unit as specified.

**Descriptive literature:**

Vendors may be required to provide complete descriptive, technical literature for evaluation. Reference to literature with a previous bid or to a website will not satisfy this requirement.

Literature, if requested, must be provided within 5 business days from the date of request. The literature must show the line item number on the bid and the make/model. Failure to provide the literature as outlined above will result in the rejection of your bid on that line item.

Physical inspection and operational evaluation may also be required without cost or obligation to the State of Alabama.

**Requested information:**

Any additional information requested from a vendor must be furnished within five (5) days from receipt of request.

**Firm Pricing:**

All prices quoted must be firm for a period of one (1) year from the vendor's notification of award.

**OPTIONS PRICING:**

All options must be sold at dealer invoice cost. All options must be factory installed unless otherwise noted on the options price list supplied to state purchasing by the awarded vendor. Options pricing must be supplied to the agency within 2 business days from date of request. Agencies may request standard features to be deleted, if Possible, with a reduction to the vehicle cost. This reduction will be shown on the quote, invoice, requisition, and purchase order as a negative cost. Proof of dealer cost may be requested and must be supplied within 2 business days from the date of request. Failure to provide proof of dealer cost may result in contract cancellation.



	Document Phase	Document Description	Page 10
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Vendors must not enter a price on the unit price line for vehicle options or vehicle delivery. The prices for these line items will be quoted at the time the vehicle is ordered. Only the price pages with prices for the line items you are bidding on need to be returned.

#### QUOTES:

When vendors supply a quote to an agency, individual priced options must show for the base vehicle price (which matches the contract bid price). Items included in the base bid price (such as title, fuel, keys, warranty, etc.) must not be shown as separate cost on option quotes.

It would be helpful for vendors to notate the contract and line number on any quotes provided to agencies.

#### CREDIT APPLICATIONS/BUSINESS LICENSES, ETC:

Vendors may not require any state or other governmental entity buying from this contract to complete credit applications or any other forms.

State agencies or other local governmental entities purchasing from this contract may not require vendors to obtain business or other licenses or complete any other forms.

#### PURPOSE:

To establish a statewide contract for non-alternative fuel vehicles for State agencies, pricing may be made available to other local governmental agencies, Such as cities, counties, schools, universities, etc. Non-Government agencies, such as non-profit, are not eligible to purchase from this contract regardless of funding.

Payment terms: All state agencies and universities payment terms are net 30 after vehicle delivery and receipt of correct invoice.

All other local governmental entities payment terms are upon vehicle delivery and receipt of correct invoice.

\* Note: vendors may charge State or other Governmental entities purchasing from this contract interest on late payments, in accordance with Code of Alabama 41-16-3.

#### Quantity:

The exact quantity of purchases for each item listed is not known. The division of purchasing does not guarantee that the state will purchase any quantity.

**PLEASE NOTE: THE EXACT BID COPY REQUIREMENT PER ITEM NUMBER 4 UNDER AUTHORITY OF THIS RFB. PLEASE NOTE: FAILURE TO PROVIDE THE REQUIRED COPY WITH YOUR BID WILL RESULT IN THE REJECTION OF YOUR BID.**

**PLEASE NOTE: ALL PRICES MUST BE GIVEN PER THE UNIT OF MEASURE IN THE UNIT PRICE SPACE OF THE RFB DOCUMENT. FAILURE TO PROVIDE THE UNIT PRICE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

**ANY VENDOR WISHING TO BID ON THIS RFB OR ANY RFB THROUGH THE DIVISION OF PURCHASING, MUST HAVE PAID A BIENNIAL VENDOR SUBSCRIPTION FEE IN THE AMOUNT OF \$200.00 PRIOR TO SUBMITTING A BID. THE SUBSCRIPTION FEE MUST BE PAID BY EITHER AN ACCEPTED CREDIT OR DEBIT CARD OR BY ELECTRONIC CHECK THROUGH THE VENDOR'S SELF SERVE (VSS) ACCOUNT. FAILURE TO SUBSCRIBE AS OUTLINED ABOVE WILL RESULT IN THE REJECTION OF YOUR BID.**

#### ELECTRONIC PAYMENT

	Document Phase	Document Description	Page 11
200000000221	Final	MA-NON-ALTERNATIVE FUEL VEHICLES - T191	Total Pages: 11

Vendors awarded in response to this RFB must accept EFT forms of electronic payment at no additional cost to the State.

**MANDATORY PRE-BID CONFERENCE:**

There will be a mandatory pre-bid conference for all vendors wishing to bid on this RFB. Vendors will be required to sign-in at the mandatory pre-bid conference. Only those vendors that are signed-in will be allowed to bid on this RFB. Failure to attend the mandatory pre-bid conference or failure to sign-in will result in the rejection of your bid. Vendors attending the pre-bid conference should come prepared to ask questions relative to this RFB. To conserve time, vendors should submit their question(s) in advance. The question(s) must be submitted to the buyer in writing via the email listed on page one of this FRB. Questions must be submitted in a timely manner prior to the pre-bid conference in order to allow for a proper response. Time permitting the question(s) will be answered via response of the questions submission. All questions received and answered prior to the pre-bid conference will also be addressed during the conference. Any resulting changes to the specifications or terms and conditions will be published in the form of an amendment to this RFB. The Mandatory Pre-Bid Conference will be as follow:

DATE: February 13, 2020

TIME: 9:00 am

PLACE: State Purchasing

100 North Union Street, Suite 192

Montgomery, AL 36104



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Cassie Boatwright, Real Estate Asset Management Dept

**Sponsored by:**

Councilmember Carroll and Mayor Stimpson

**Purpose and Scope of Project:**

To repair drywall and paint various interior areas at the Mobile Civic Center

**Amount of Contract:**

\$23,300.00

**Funding Source**

**Project #** Mobile Civic Center - Interior Repairs CC-025-22

**Discretionary Funds**

**Project String** C0688 Civic Center-Hurricane Sally  
Int Rep - capital acct (20002000-48010)

**Contract Number:**3776

**Budget Amendment**      **REDUCE**      **INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department	Reviewer	Action	Date
Architectural Engineering	Boatwright, Cassie	Approved	4/13/2022 - 5:24 PM
Capital	Rhodes, Brenda	Approved	4/14/2022 - 9:09 AM
Legal	Kern, Chris	Approved	4/14/2022 - 10:37 AM
Mayors Office	Montgomery, Brandi	Approved	4/14/2022 - 2:48 PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Submitted by:**

Lisa C. Lambert, City Clerk

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

**ATTACHMENTS:**

Description	Type	Upload Date
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**REVIEWERS:**

Department Reviewer	Action	Date
City Clerk   Gauthier, Lana	Approved	4/13/2022 - 2:25 PM



## AGENDA ITEM SUMMARY SHEET

**Agenda of:**4/19/2022

**Funding Source**

**Project #**

**Discretionary Funds**

**Project String**

**Contract Number:**

**Budget Amendment      REDUCE      INCREASE**

**Grant Funds**

**Matching Funds**

### **ATTACHMENTS:**

Description

Type

Upload Date

### **REVIEWERS:**

Department Reviewer

Action

Date

City Clerk   Gauthier, Lana

Approved

4/14/2022 - 2:26  
PM