

REQUEST FOR PROPOSAL FOR MEALS ON WHEELS DELIVERY TRUCK WITH FIBERGLASS CATERING BOX

Purpose: Marathon County is issuing this Request for Proposal for the purchase of a two-wheel drive pickup truck with fiberglass catering box capable of delivering bulk food and/or individually packaged meals for the elderly nutrition program at the Aging and Disability Resource Center of Central Wisconsin.

Instructions: Instructions may be obtained from Ronda James or Steve Prell, Aging and Disability Resource Center of Central Wisconsin, 2600 Stewart Avenue, Wausau, Wisconsin 54401; (715) 261-6070 or may be obtained at the following URL

<http://www.adrc-cw.org/request-for-proposals/>

Place for Receiving Proposal: Proposals shall be submitted to Jonette Arms in the office of the Aging and Disability Resource Center, 2600 Stewart Avenue Suite 25, Wausau, WI 54401. The sealed envelope containing the proposal shall bear the name and address of the interested firm and the notation: “**RESPONSE TO REQUEST FOR PROPOSAL FOR VEHICLE**”.

Time: All proposals must be received at the Aging and Disability Resource Center, 2600 Stewart Avenue Suite 25, Wausau, WI 54401 no later than **4:30 p.m. August 30th 2019**. Proposals received after that date and time will not be accepted. Actual receipt by said time is required and deposit in the U.S. Mail is insufficient.

Evaluation factors: Factors used to evaluate proposals include:

- Responsiveness
- Meeting requested specifications
- Ability to deliver vehicle by deadline
- Experience with catering vehicle sales
- Cost

Reservations: Marathon County reserves the right to reject any and all proposals; to waive any technical deficiencies in the proposals; to accept the proposal and award final contract to the responsible offeror determined to be the most advantageous to Marathon County. This solicitation for proposals may be canceled if determined to be in the best interest of the County. Upon award of the contract, all submitted documents become subject to the Open records Law of the State of Wisconsin.

Ethics: The General Code of the County of Marathon contains various procurement policies which are applicable to this proposed procurement. These include prohibitions against gratuities and kickbacks. This request is governed by the Marathon County Procurement Code, a copy of which is available at the office of the Marathon County Clerk, Marathon County Courthouse, 500 Forest St. Wausau, WI 54403. Tel. (715) 261-1500.

Change Orders

The scope of this Contract may be amended or supplemented by mutual written agreement between the parties to the Contract. This amendatory provision shall not operate to prevent

the County from exercising its reserved right to establish reasonable time schedules for delivery or any other work or services to be performed by Offeror hereunder.

Non-Appropriation of Funds

Notwithstanding anything contained in this contract to the contrary, no Event of Default shall be deemed to have occurred under this contract if adequate funds are not appropriated during a subsequent fiscal period during the term of this contract so as to enable the County to meet its obligations hereunder, and at least thirty (30) days written notice of the non-appropriation is given to Offeror.

Dispute Resolution

If a dispute related to this agreement arises, all parties shall attempt to resolve the dispute through direct discussions and negotiations. If the dispute cannot be resolved by the parties, and if all parties agree, it may be submitted to either mediation or arbitration. If the matter is arbitrated, the procedures of Chapter 788 of the Wisconsin Statutes or any successor statute shall be followed. If the parties cannot agree to either mediation or arbitration, any party may commence an action in any court of competent jurisdiction. If a lawsuit is commenced, the parties agree that the dispute shall be submitted to alternate dispute resolution pursuant to §802.12, Wis. Stats., or any successor statute.

Unless otherwise provided in this contract, the parties shall continue to perform according to the terms and conditions of the contract during the pendency of any litigation or other dispute resolution proceeding.

The parties further agree that all parties necessary to the resolution of a dispute (as the concept of necessary parties is contained in Chapter 803, Wisconsin Statutes, or its successor chapter) shall be joined in the same litigation or other dispute resolution proceeding. This language relating to dispute resolution shall be included in all contracts pertaining to this project so as to provide for expedient dispute resolution.

Non-debarment

Offerors will certify that neither it nor any of its principal officers or officials have ever been suspended or debarred, for any reason whatsoever, from doing business or entering into contractual relationships with any governmental entity.

County of Marathon, Wisconsin

By: Jonette Arms

Aging and Disability Resource Center of Central Wisconsin
Submit Proposal written or typed no later than **August 30th**

2019 at 4:30 p.m. Proposal submitted after the above time and date will not be accepted. Actual receipt is required.

Deposit in the United States mail is not sufficient.

The vehicle and catering box must be proposed together and the contract will be awarded as such. Separate proposal cannot be submitted for the vehicle and catering box. Price must include delivery to 2600 Stewart Avenue Suite 25, Wausau, WI 54401

Return Proposal to:

Jonette Arms, Executive Director
Aging and Disability Resource Center of Central Wisconsin
2600 Stewart Avenue Suite 25
Wausau, WI 54401
Phone: (715) 261-6070

Please describe your experience with catering vehicle sales:

PROPOSAL SPECIFICATIONS FOR MEALS ON WHEELS DELIVERY TRUCK WITH FIBERGLASS CATERING BOX

Vehicle/Body	
Make	
Model	
Unit Price	\$
Total Vehicle Price	\$
Catering Box	
Model	
Unit Price	\$
Total Price of Catering Box	\$
Combined Price of vehicle & customizations	\$

Vehicle Specifications:

Vehicle Specification	Demonstration of how each specification is met in this submitted proposal. If necessary, use the number associated with the vehicle specification in accompanying literature.
1. Full Size Extended Cab Work Truck with 6 Foot Bed for Catering Box	
2. Gross Vehicle Weight Rating approximately 6900 lbs	
3. Adjustable Driver Seat (w/back tilt and lumbar support)	
4. Seat Belts: Outboard Lap and Shoulder	
5. All Weather Floor Mats/Liner Front and Rear	
6. Two Wheel Drive	
7. Heavy Duty Engine Cooling	
8. Heavy Duty Rear Bumper	
9. Cruise Control and Tilt Wheel	
10. 4 Wheel Anti-lock Brake System	
11. Dual Airbags	
12. Back-up Alarm/Beeper	
13. Heavy Duty Suspension Package	
14. V6 Gasoline Engine	
15. Automatic Transmission with Overdrive	
16. Full Size Spare Tire	
17. Air Conditioning	

18. AM/FM Radio	
19. Minimum Vehicle Warranty - 3 year/36000 mile bumper to bumper; 5 year/100000 mile powertrain	

Catering Box Specifications:

Catering Box Specification	Demonstration of how each specification is met in this submitted proposal. If necessary, use the number associated with the vehicle specification in accompanying literature.
1. Reinforced and Insulated FDA Grade Fiberglass Body	
2. Approximately 60-75 Cubic Feet Interior Space	
3. Approximately 20-25 cu ft Heated Space – able to maintain temperature 180 degrees or higher	
4. Approximately 40-50 cu ft Refrigerated Space - able to maintain temperature 34 degrees or lower	
5. Non-Propane Heating/Cooling Source	
6. Remote Thermostats Mounted in Cab to Control Heating/Cooling	
7. Insulated Access Doors with Locking Latch	
8. Customized Stainless Steel Shelves	

9. 12 Volt Interior Compartment Cab Lighting	
10. Door Ajar Warning Light	
11. State all Warranties	

Delivery must be made by no later than: December 2nd, 2019

F.O.B. Wausau

Submitted by:

Name: _____

Company: _____

Signature: _____

Date: _____