



# Alamance County

*Purchasing Department  
124 West Elm Street  
Graham, North Carolina 27253  
Telephone (336) 570-4072 Fax (336) 570-4069*

*Randy Clark  
Director*

May 16, 2019

## **REQUEST FOR BIDS**

Alamance County is soliciting bids from qualified firms for the purchase of one new 2019 (or newer) Bookmobile Vehicle for the Alamance County Public Libraries. Bids will be received until 4:00 PM (EST), June 12, 2019 and will be opened and read aloud. Bids shall be delivered to the Alamance County Purchasing Department located at 124 W. Elm Street, Graham NC 27253, Attn: Randy Clark. Bids received late will not be accepted.

Bids must be submitted in a sealed envelope and clearly marked:

Bid: Bookmobile Vehicle  
RFB #19-B001  
Attn: Randy Clark  
Due: June 12, 2019 4:00 PM (EST)

Specifications are available on the County's Web site located at: <https://www.alamance-nc.com/purchasing/bidding/>

This vehicle is funded partially with federal funds. All applicable Federal, State and local procurement laws, ordinances, and rules and regulations shall apply.

All proposals, bids and applications are welcomed. The County encourages participation by Minority, Women-Owned, and Disadvantaged Business Enterprise firms.

Alamance County reserves the right to reject any or all Bids presented and to waive any informalities and irregularities.

**REQUEST FOR BIDS  
SPECIFICATIONS**

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**BOOKMOBILE  
FOR THE ALAMANCE COUNTY PUBLIC LIBRARIES**

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**RFB 19-B001**

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**DATE OF ISSUE: May 16, 2019**

**DUE DATE: June 12, 2019  
TIME: 4:00 PM (EST)**

**Office of the Alamance County Purchasing Department  
124 West Elm Street  
Graham, North Carolina 27253  
Phone: (336) 570-4072**

## **1. Scope of Work**

The County is soliciting formal bids for the purchase of one new Bookmobile Vehicle. These specifications represent the minimum quality standards and characteristics desired in the vehicle to be purchased. Upfit, retrofit, refurbished, or used vehicles will not be considered.

## **2. Project Timeline**

The timeline supplied is tentative and is not binding upon the County.

- RFB Issued: No later than May 16, 2019
- Deadline for questions: June 3, 2019 5:00 PM (EST)
- Bids due: June 12, 2019 4:00 PM (EST)

## **3. Instructions to Bidders**

1. Sealed bids must be received by Wednesday, June 12, 2019 at 4:00 PM (EST). Bids arriving after the due date will not be considered and will be returned to the vendor unopened. Faxed, emailed, and/or verbal bids are not acceptable. The vendor will be solely responsible for ensuring that its bid is delivered to the correct address in a timely fashion.
2. Bids shall be submitted on the bid forms provided herein and shall contain the original signature of an authorized company representative.
3. Bids must be submitted in a sealed envelope and clearly marked:  
  
Bid: Bookmobile Vehicle  
RFB #19-B001  
Attn: Randy Clark  
Due: June 12, 2019 4:00 PM (EST)
4. It is agreed between the parties hereto that the place of this Contract, its status and forum, shall be Alamance County, North Carolina.
5. Any reference to a particular product or brand name is intended to establish the minimum acceptable quality standard level and is not intended to restrict competition among bidders. If the vendor's products and/or equipment are in any way not equivalent or comparable to the minimum requirements set forth in this RFB, the exception must be submitted on the "Exception to Specification" form.



6. Delivery shall be F.O.B. destination to the Alamance County May Memorial Library. Prices shall be written in the bid and will show costs for extended maintenance for five years as well as any shipping, training, or miscellaneous other costs.
7. All guarantees and warranties must be stated in writing and submitted as part of the bid, and the vendor shall warrant that the system meets the reliability and performance requirements set forth in the RFB.
8. All communications between the Alamance County Public Libraries and the prospective bidders shall be in writing through the County Purchasing Director, Randy Clark. E-mailed questions will be accepted and can be sent to: [randy.clark@alamance-nc.com](mailto:randy.clark@alamance-nc.com). All changes in specifications shall be in writing and furnished to bidders through an addendum issued by the Purchasing Department. Verbal information obtained otherwise will not be considered in awarding of bid(s). **The last day for receiving questions regarding this RFB is Monday, June 3, 2019 by 5:00 PM (EST).**
9. This vehicle is funded partially with federal funds. All applicable Federal, State and local procurement laws, ordinances, and rules and regulations shall apply. This project is subject to Uniform Administrative Requirements, Cost Principles, and Audit Requirements for federal awards (Uniform Guidance) codified at 2 C.F.R. Part 200. Award is subject to the receipt of LSTA Grant Funds. It is anticipated funding will be available in approximately 90 days from the date of bid opening. Upon receipt of funds, the Library intends to proceed with the purchase of the mobile library in recognition of our obligation to support continuity and quality of care in meeting the educational needs of the community.
10. Trade secrets or similar proprietary data which the Bidder does not wish to be disclosed to other than personnel involved in the evaluation or contract administration will be kept confidential to the extent permitted by NCAC T01:05B.1501 and G.S. 132-1.3 if identified as follows: Each page shall be identified in boldface at the top and bottom as "CONFIDENTIAL". Any section of the Bid, which is to remain confidential, shall also be so marked in boldface on the title page of that section. Cost information may not be deemed confidential.
11. The vehicle title must be issued as follows:  
  
County of Alamance  
124 West Elm Street  
Graham, NC 27253
12. **SERVICE REQUIREMENTS:** Prior to delivery, the vehicle shall be serviced and inspected by the dealer. A copy of the dealer's inspection and service check sheet, including the dealer and vehicle identification numbers shall be furnished with the Service Manager's signature attesting to the services and inspections performed.

The vehicles' crankcase, differential and transmission shall be filled to the manufacturers recommended capacity. The vehicle shall be clean and free from defects when delivered. The required State of North Carolina inspection sticker shall be attached.

13. **DELIVERY:** The vehicle shall be delivered within 300-360 calendar days from the date of order.
14. **ACCEPTANCE:** The vehicle will be inspected before acceptance by an authorized representative of the County of Alamance for workmanship, appearance, proper functioning of all equipment and systems and conformance to all other requirements of the Specifications.
15. **WARRANTY:** The manufacturer's standard warranty shall apply. One (1) copy of the manufacturer's warranty Policy and Procedure manual is to be included with the vehicle.
16. **IRAN DIVESTMENT ACT CERTIFICATION:** Contractor shall complete the Iran Divestment Act Certifications attached to this RFP to comply with federal and state requirements.
17. **OPERATING MANUALS:** The successful bidder must prepare two (2) printed sets of neatly bound operating instructions, recommended maintenance schedules, parts lists, and descriptive literature for the County.
18. **REJECTION OF BIDS:** The County reserves the right to reject any or all proposals submitted and to waive any informalities.
19. **The following must be returned with your Bid:**
  - a. One (1) Originally signed Bid Form
  - b. Completed Specification and Compliance Certification Answer Form Sheets
  - c. Exception to Specification Form
  - d. Non-collusion affidavit Form
  - e. Corporate Resolution Form
  - f. Iran Divestment Act Certification Form
  - g. Company Information Form
  - h. Provide all information on the vehicle you are proposing
  - i. Warranty Information

**The above information must be provided as required. Failure to submit these documents may be grounds for rejection of the bid.**



## END OF SUBMISSION REQUIREMENTS TO BIDDERS

### 4. Award

This is a fixed price bid and award. The bid price shall include all associated cost for the vehicle including construction, preparation, transportation, delivery & setup and onsite training. No other fees will be added to invoices. Vendor selection will be based on the lowest priced, responsive and responsible bid. Failure to meet the specifications and/or the minimum quality standards denoted herein, the County reserves the right to deem the bid non-responsive. Award will not be made to any firm that are listed on any Federal or State of North Carolina debarred list.

**Bids shall follow the sections outlined below**, beginning with a cover letter which will indicate the appropriate contact person for any potential correspondence, and include detailed vendor information, comprehensive vehicle description, project implementation, references, training and documentation, support and maintenance, guarantees and warranties as applicable.

### 5. Project Specifications and Compliance Certification (Include with your bid)

The Bookmobile shall meet all current applicable Federal Motor Vehicle Safety Standards and any applicable North Carolina State Department of Transportation requirements.

The following is a list of key components and minimum features necessary for efficiently achieving the functionality required. All questions shall be answered. Bidders shall indicate the following and provide details where requested.

**Yes:** The system meets this specification.

**No:** The system does not meet this specification. If there is an alternate functionality, please explain. Use separate sheets as necessary.

You must include this certification of compliance along with your bid submittal. Any exception to the specifications must be stated. Failure to respond will determine your bid non-responsive.

- I. Basic Specifications and Dimensions:
  - a. Length of vehicle 33 feet to 35 feet exterior
  - b. Interior load space minimum: 23 feet to 25 feet (length within truck body)
  - c. Width Maximum:
    - i. Exterior: 102"
    - ii. Interior: 98"
  - d. Height Maximum:

- i. Exterior: 12'-6" (including rooftop accessories)
- ii. Interior: 84"
- iii. Main body floor: 41" (measured from ground)
- e. Wheelbase: 240"-252"
- f. GVWR: 25,999 lbs. maximum
- g. Ground clearance: 12" minimum

Does your bid comply  YES  NO \_\_\_\_\_

II. Manuals and Documentation

- a. One (1) each technical service manual sets for the chassis, body, hybrid system, and each component installed.
- b. One (1) each visual parts books for body, chassis and hybrid system
- c. One (1) line set for chassis
- d. One (1) certified NC weight ticket listing front axle, rear axle and total weights
- e. Three (3) complete key sets; maximum keys per set shall be five (5).
- f. One (1) complete dimensional layout drawing of interior and exterior front, rear and both sides
- g. Complete "as built" wiring schematics including, but not limited to; hybrid system and main conversion 120VAC and 12VDC distribution systems

Does your bid comply  YES  NO \_\_\_\_\_

III. Cab Chassis Specifications

- a. Cab: Low-profile day cab chassis with setback axle and straight truck provisions, left-hand primary steering location, rear wheel drive, with low-profile wheels and tires.
  - i. Driver and passenger doors
  - ii. Power windows and locks
  - iii. Chrome grill
  - iv. Dual motorized, heated, side-mounted West-coast style mirrors with integral convex spot mirrors; chrome finish
  - v. Auxiliary 7.5" diameter (approximate) hood-mounted cross-view mirror, mounted passenger side
  - vi. Composite exterior sun visor with integral LED clearance lights
  - vii. Tinted door glass LH & RH
  - viii. Tinted windshield
  - ix. Eight (8) liter windsheild washer reservoir
  - x. Air-ride cab suspension
  - xi. Fog lights mounted in front bumper with dash-mounted switch
  - xii. Deluxe interior trim package
  - xiii. Cloth headliner
  - xiv. Rubber floor covering
  - xv. Air-ride high-back driver seat
  - xvi. High-back passenger seat
  - xvii. Cab air conditioning and heating

- xviii. Cab interior and exterior colors shall be chosen post award from OEM manufacturer's standard colors
- b. Engine: Minimum 260 horsepower with 660 lb-ft torque at 1,600 RPM.
  - i. Model year 2019 or newer EPA Emission certification
  - ii. Engine after treatment device, automatic over the road regeneration and dash-mounted regeneration switch
  - iii. Cold starting assistance system
  - iv. Exhaust brake integral with variable geometry turbo and on/off dash switch
- c. Engine Block Heater:
  - i. Minimum 115v/750 watt
  - ii. Fuel water separator shall be provided
- d. Transmission
  - i. Allison fully automatic with park pawl, PTO with dash-mounted on/off switch, oil cooler and oil level sensor
  - ii. Synthetic transmission oil
  - iii. Must work with Odyne hybrid driveline system
- e. Alternator:
  - i. Minimum of 240 amp Heavy Duty.
  - ii. Mounting should be heavy duty and should provide at least 50% of the rated charge at engine idle
- f. Cooling:
  - i. Heavy duty construction
  - ii. Air-to-Air charge cooler
- g. Air Cleaner:
  - i. Heavy duty replaceable type
  - ii. Easy access for servicing, yet provide adequate engine aspiration
- h. Batteries:
  - i. Minimum two (2) BCI Group 31 (or higher)
  - ii. Batteries will have a minimum of 650 cold cranking amps each at 0 degrees Fahrenheit
- i. Suspension
  - i. Front: 10,000 lb. capacity minimum axle (based upon manufacturer's recommendation)
  - ii. Front: 10,000 lb. capacity minimum taper leaf parabolic spring suspension with shock absorbers
  - iii. Rear: 17,500 lb. capacity minimum axle (based upon manufacturer's recommendation)
  - iv. Rear: 17,500 lb. capacity minimum air suspension with shock absorbers, set to "mid" ride height
- j. Brakes:
  - i. Heavy Duty Air Brakes designed to meet all requirements of FMVSS-121 in effect at time of manufacture with automatic slack adjusters
  - ii. Anti-Lock Braking System
- k. Exhaust System:
  - i. Tailpipe terminates forward of rear axle, street-side



- I. Fuel Tank/System:
  - i. Must meet or exceed FMVSS-301 standards
  - ii. Minimum of 40 gallon fuel tank
  - iii. Minimum of 6 gallon DEF tank
  - iv. Ultra Low Sulfur Diesel
- m. Electric System:
  - i. 12 volt, negative ground with 150 amp breaker
  - ii. LED lighting meeting FMVSS regulations
- n. Controls/Gauges/Instruments:
  - i. Directional signals indicator lamps
  - ii. Dual reading gauges – US primary/Metric secondary, Odometer, Tripmeter
  - iii. Engine fuel gauge
  - iv. Engine coolant temperature gauge
  - v. Oil pressure gauge
  - vi. Transmission temperature gauge
  - vii. Voltmeter
  - viii. PTO/hybrid power system start/stop switch
  - ix. Headlight switch
  - x. High/low beam switch
  - xi. Low air pressure warning light (air brakes)
  - xii. Check engine/engine warning indicator light
  - xiii. DEF fluid level gauge
  - xiv. Horn
    - 1. Steering column mounted
    - 2. Reverse horn/indicator
    - 3. Air horn mounted below cab
  - xv. Dome light
  - xvi. Multispeed windshield wiper switch. (Preferred integrated to self-cancelling turn signal switch)
  - xvii. AM/FM/WB radio with auxiliary input and Bluetooth capabilities
  - xviii. Collision mitigation system
  - xix. Lane departure warning system
- o. Tires
  - i. Seven (7) 19.5" multi-ply radial tires, minimum 14-ply
  - ii. Polished aluminum outboard wheels; 19.5"
  - iii. Spare tire and wheel, mounted, shipped loose
- p. Steering:
  - i. Power steering
  - ii. Telescoping and tilt
  - iii. Horn integrated
  - iv. Turn signal outlined incorporated into column
  - v. Cruise control

Does your bid comply \_\_\_\_\_ **YES** \_\_\_\_\_ **NO** \_\_\_\_\_

- IV. Body Specifications:
- a. Type:
    - i. 24' trade length (approximate) aluminum dry freight truck body with forward "cab-over" section extending over chassis cab roof, 102" wide with 84" minimum interior height and flat floor (no wheel wells)
  - b. Pass-through
    - i. Body connected to chassis cab rear wall cutout with weatherproof boot, to allow "crouching" height pass-through capabilities from cab to body.
  - c. Framework Construction:
    - i. Body framework will be a aluminum design
    - ii. Must be durable and adequately reinforced at all points
  - d. Sidewalls:
    - i. Aluminum posts on 16" centers
    - ii. Minimum .040" aluminum side sheeting
    - iii. Minimum .090" aluminum full perimeter skirting, with 12" minimum ground clearance
    - iv. Insulation to be a 1.5" polystyrene foam minimum
  - e. Roof:
    - i. Aluminum supports on 16" centers, reinforced for rooftop AC unit placements
    - ii. One-piece .032" minimum aluminum roof sheeting
    - iii. Insulation will be a minimum of 1.5" polystyrene foam minimum
  - f. Floor:
    - i. Flat floor with no wheel wells/boxes
    - ii. 3" aluminum cross-members, 12" on-center
      1. May deviate over rear wheels to obtain no wheel boxes and/or required floor height
    - iii. Minimum 3/4" exterior plywood flooring
    - iv. Insulation will be a minimum of 3" polystyrene foam with underbody undercoating
    - v. Mudflaps behind rear wheels with anti-sail device and no advertising
  - g. Doors:
    - i. Wheelchair lift door: One wheelchair door on right side (passenger) of vehicle, outward opening
      1. Standard latch
      2. Auxiliary deadbolt lock, keyed-alike to curbside door
      3. Hold-open device
    - ii. Curbside door: One entrance/exit door on right side (passenger) of vehicle, outward opening
      1. Panic bar type exit latch with exterior lever type handle
      2. Door closer with hold-open feature
      3. Cast aluminum door hold-back mechanism
      4. Auxiliary deadbolt lock, keyed-alike to wheelchair door
      5. Split sash door: 1 upper glass panel, 1 lower glass panel





- i. Fabric covered cork panels wherever feasible
  - ii. Dry-erase finish on interior of wheelchair door
  - iii. Lockable sliding door between cab area and body area including hold-back device for transport
  - iv. Cab-over area to include as much storage as feasible
- e. Aluminum shelving system
  - i. Uprights firmly attached to walls, set on 36" and 24" centers
  - ii. All shelves shall be interchangeable and adjustable, with seven (7) shelves per column included
  - iii. All shelves should be on a 15 degree or 20 degree slope minimum
  - iv. Three (3) book carts, 36" style shelving, will be located within shelving area with lockability into shelving units, shelving on a 15 degree – 20 degree slope
  - v. Three (3) fold down patron work stations will be incorporated behind book cart section
- f. Desk
  - i. One (1) sitting height staff desk with storage will be located near front of vehicle near patron access point
  - ii. Constructed of hardwood and hardwood veneers with high-impact laminate surface, finishes may be selected after award
  - iii. High-quality rolling task chair included
  - iv. Location may be discussed and determined during pre-construction meetings
  - v. Drawers and doors will include flush style/marine latches
- g. Overhead cabinet
  - i. One (1) overhead cabinet will be located above the desk
  - ii. Constructed of hardwood and hardwood veneers, finishes may be selected after award
  - iii. Location may be discussed and determined during pre-construction meetings
  - iv. Will include flush style/marine latches
- h. Lighting
  - i. Exterior
    - 1. LED lights on exterior curbside to illuminate door areas
    - 2. LED lights on exterior rear to assist with backing operations
      - a. Wired to activate with vehicle reverse in addition to dash switch
    - 3. LED lighting within storage compartments with easy to locate on/off switches
  - ii. Interior
    - 1. LED lights mounted in ceiling full length of vehicle
    - 2. LED stepwell lighting activated with condition of door
- i. HVAC
  - i. Roof vents
    - 1. Two (2) 3-speed reversible fan roof vents with thermostatic control, automatic opening dome and automatic rain sensors

- ii. Heaters
  - 1. Two (2) diesel fueled air heaters with integrated ducting for even heat distribution, 16,400BTU each minimum
- iii. Air conditioners
  - 1. Two (2) 13,500BTU (or higher) roof mounted air conditioners
  - 2. Roof section to be reinforced at air conditioner location
- iv. Central thermostat to control all heaters and air conditioners, multi-zone
- j. Audio/Visual
  - i. AM/FM/CD/Aux/Bluetooth/PA radio with antenna mounted in body area with four (4) interior and two (2) exterior marine grade speakers
    - 1. Exterior speakers will have independent volume control
  - ii. Interior 32" high-resolution monitor mounted in rear area
    - 1. USB and HDMI content from staff desk
  - iii. One (1) interactive TV with dual touch IR and AVT Tuner. Must include interactive whiteboard
  - iv. Installation (only) of customer supplied cellular/WiFi modem and antenna
    - 1. Customer will supply one (1) Cradlepoint MA3-0900600M-NNA modem and one (1) Mobile Mark LTM502-3C3C3J3J2C-BLK-180 rooftop antenna
    - 2. Components will be supplied by the customer in a timely manner consistent with the vendor's build schedule
- k. Awning
  - i. An extendable awning, powered, installed on the side of the vehicle
  - ii. Safety features should include
    - 1. No buckling
    - 2. Obstacle adjustment
    - 3. High wind notification
    - 4. Manual override if no power available/motor malfunctions
- l. Safety equipment
  - i. Two (2) ABC fire extinguishers
  - ii. One (1) First Aid Kit
  - iii. One (1) set of triangle reflectors and flares
  - iv. Rear back up camera
  - v. Front and rear proximity sensors
  - vi. Rear back up alarm
- m. Electrical
  - i. Interior
    - 1. A minimum of ten (10) interior receptacles/USB ports, locations determined during preconstruction meetings
  - ii. Exterior
    - 1. A minimum of two (2) exterior receptacles will be installed with weather resistant covers, to be determined during preconstruction meetings
- n. Wheelchair/ADA Lift

- i. Install a single, exterior or hidden (under carriage) lift with door on curbside, behind rear axle
    - ii. Commercial lift, fully automatic, safety belts, and exterior lighting
    - iii. Must meet or exceed all ADA requirements at time of construction
  - o. Delivery
    - i. A trained driver will deliver vehicle. A full-time employee with vendor will train staff on vehicle, bumper to bumper.

Does your bid comply             **YES**             **NO** \_\_\_\_\_

VI. Warranty

- a. Engine
  - i. Minimum of two (2) years/50,000 miles limited warranty as specified by manufacturer
- b. Transmission
  - i. Minimum five (5) years/150,000 miles limited warranty as specified by manufacturer

Does your bid comply             **YES**             **NO** \_\_\_\_\_

VII. Options, please price individually

- a. Add parallel hybrid driveline system
  - i. Odyne plug-in parallel hybrid system
  - ii. Shall integrate with OEM driveline via the transmission PTO mechanism
  - iii. Minimum 80HP motor
  - iv. Minimum 14.2 kWh, 300v maintenance-free lithium-ion battery pack, mounted LH side of frame rails
  - v. Maximum charge time shall be 4 hours with level 2 supply
  - vi. SAE J1772 charging cord with cord receptacle mounted LH side
  - vii. Minimum 8.0KW exportable 120VAC and 100A exportable 12VDC power via liquid-cooled inverter assembly
  - viii. Dash-mounted LCD driver display screen
  - ix. Installation by Odyne Systems LLC
- b. Upgrade cab/body "crouching" height pass-through to full-height "walk-through" by extending existing vertical opening horizontally through cab roof and floor of body cab-over section.
  - i. Weatherproof boot shall be flexible to accommodate the cab air-ride suspension
- c. Upgrade staff desk with power adjustable height feature
- d. Solar panel system to recharge lithium ion battery pack
- e. Chrome dress up options for cab chassis
- f. One (1) color custom paint color for vehicle body
- g. 1/2 coverage graphics package including design, printing and installation
- h. 3/4 coverage graphics package including design, printing and installation
- i. Full coverage graphics package including design, printing and installation
- j. Additional single-sided bookcart with 3 shelves; price per unit



- k. Additional bookcart securement device; price per unit
- l. Cost to add or delete bookshelves; price per unit
- m. Video surveillance system
  - i. Five (5) cameras; exterior front facing, exterior rear facing (doubles as backup camera), one (1) each exterior side, one (1) interior
  - ii. DVR sized to record 7 days
  - iii. Remote access capability
  - iv. Dash-mounted monitor
- n. Alarm system
  - i. Keypad activation/deactivation
  - ii. IR remote
  - iii. Motion detector
  - iv. Contacts for all doors
  - v. Exterior siren and strobe light
- o. Exterior 55" high-resolution monitor mounted in compartment under awning
  - i. High brightness and weather resistant
  - ii. High quality sound bar included
  - iii. USB and HDMI content from staff desk
  - iv. Recessed weatherproof monitor compartment on curbside to house 55" monitor and sound bar, top hinged exterior door with pneumatic supports to form canopy when open

## **6. Bid Terms**

By submitting a bid, the vendor agrees with the terms herein stated.

**BID FORM  
ALAMANCE COUNTY  
RFP #19-B001**

The undersigned declares that they have carefully examined the Instructions to Bidders, General Information and Specifications contained herein, and that they will provide all equipment in accordance to this RFB. Any exceptions to the specifications must be noted; otherwise, the undersigned will be expected to furnish exactly as specified. Attaching manufacturer's literature in lieu of noted exceptions is not acceptable but may be included for additional information.

**ALAMANCE COUNTY BOOKMOBILE** per detailed specifications contained herein:

COMPANY NAME \_\_\_\_\_

TOTAL COST: \_\_\_\_\_ Dollars: (\$ \_\_\_\_\_)

Chassis Year: \_\_\_\_\_ Chassis Manufacturer: \_\_\_\_\_ Model #: \_\_\_\_\_

**Delivery of vehicle will be completed within \_\_\_\_\_ calendar days after receipt of order.**

**The County requires a local Warranty and Maintenance Service provider. List the local firm(s) that will be providing this service.**

\_\_\_\_\_  
\_\_\_\_\_

**Provide an estimated annual operating and maintenance cost**

- Delivery shall be FOB destination at Alamance County, May Memorial Library, 342 South Spring Street, Burlington, NC 27215, Attention: Susana Goldman, Library Director.
- The County reserves the right to hold proposals open and firm for a period of One Hundred and Twenty (120) days after due date before making award.
- It is certified that this proposal is made in good faith and without collusion with any other person bidding on this contract or with any officer or employee of Alamance County.
- The undersigned further agrees that in connection with the performance of this contract, not to discriminate against any employee or applicant for employment because of race, religion, color, sex, age, handicap, political affiliation or national origin.

**Acknowledgement of Receipt of Addendum(s) (if issued)**

<u>Addendum No.</u>	<u>Date Received</u>	<u>Signature</u>
_____	_____	_____
_____	_____	_____

**COMPANY NAME:** \_\_\_\_\_

**BY (*print/type*):** \_\_\_\_\_

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

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_





NON-COLLUSION  
AFFIDAVIT

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned authority, personally came and appeared,  
\_\_\_\_\_, who after first being sworn, deposes  
and says that he is \_\_\_\_\_

(A partner of the firm of, etc.) \_\_\_\_\_

The party making the foregoing Proposal or Bid: that such bid is genuine and not conclusive or a sham. That said bidder has not colluded, conspired, connived, or agreed directly or indirectly, with any bidder or person to put in a sham bid, or that such other person shall refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement, or collusion, or communication or conference with any person to fix the bid price or affiance of any other bidder, or to fix any overhead profit or cost element of said bid price or that of any other bidder, or to secure any advantage against THE COUNTY OF ALAMANCE, State of North Carolina (owner), or any person interested in the proposed contract, and that all statements contained in said proposal or bid, or the contents thereof, or divulged information or data relative hereto to any association or member or agent thereof, are true.

\_\_\_\_\_  
SWORN TO AND SUBSCRIBED

BEFORE ME ON THIS \_\_\_\_\_

DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
(Notary Public)

My commission expires: \_\_\_\_\_

**CORPORATE RESOLUTION**

EXCERPT FROM MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF

\_\_\_\_\_ INCORPORATED

AT THE MEETING OF DIRECTORS OF \_\_\_\_\_

\_\_\_\_\_ INCORPORATED, DULY NOTICED AND

HELD ON \_\_\_\_\_, A QUORUM BEING THERE PRESENT, ON  
MOTION DULY MADE AND SECONDED. IT WAS:

RESOLVED. THAT \_\_\_\_\_, BE AND IS HEREBY APPOINTED,  
CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-FACT OF THE  
CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON BEHALF OF THIS  
CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS AND TRANSACTIONS  
WITH THE CITY OF SLIDELL OR ANY OF ITS AGENCIES, DEPARTMENTS, EMPLOYEES  
OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE EXECUTION OF ALL BIDS,  
PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES, CONTRACTS AND ACTS AND  
TO RECEIVE AND RECEIPT THEREFOR ALL PURCHASE ORDERS AND NOTICES ISSUED  
PURSUANT TO THE PROVISIONS OF ANY SUCH BID OR CONTRACT, THIS  
CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING AND ACCEPTING  
EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND ATTORNEY-IN-FACT.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE AND  
CORRECT COPY OF AN EXCERPT OF THE MINUTES OF  
THE ABOVE DATED MEETING OF THE BOARD OF  
DIRECTORS OF SAID CORPORATION, AND THE SAME  
HAS NOT BEEN REVOKED OF RESCINDED.

SECRETARY-TREASURER

DATE

APPROVED:

PRESIDENT



RFBNumber (if applicable): 19-B001

Name of Vendor or Bidder: \_\_\_\_\_  
\_\_\_\_\_

**IRAN DIVESTMENT ACT CERTIFICATION  
REQUIRED BY N.C.G.S. 143C-6A-5(a)**

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As of the date listed below, the vendor or bidder listed above is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. 143-6A-4.

The undersigned hereby certifies that he or she is authorized by the vendor or bidder listed above to make the foregoing statement.



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Signature	Date
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Printed Name	Title
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*Notes to persons signing this form:*

N.C.G.S. 143C-6A-5(a) requires this certification for bids or contracts with the State of North Carolina, a North Carolina local government, or any other political subdivision of the State of North Carolina. The certification is required at the following times:

- When a bid is submitted
- When a contract is entered into (if the certification was not already made when the vendor made its bid)
- When a contract is renewed or assigned

N.C.G.S. 143C-6A-5(b) requires that contractors with the State, a North Carolina local government, or any other political subdivision of the State of North Carolina must not utilize any subcontractor found on the State Treasurer's Final Divestment List.

The State Treasurer's Final Divestment List can be found on the State Treasurer's website at the address [www.nctreasurer.com/iran](http://www.nctreasurer.com/iran) and will be updated every 180 days.

**INCLUDE THIS CERTIFICATION WITH YOUR SUBMITTAL**

COMPANY NAME \_\_\_\_\_

CERTIFICATIONS

Vendor certifies it is a proprietorship \_\_\_; partnership \_\_\_; corporation \_\_\_.

Does the company qualify as a Minority/Woman Owned or Disadvantaged Enterprise? \_\_\_\_\_

If yes indicate qualification: \_\_\_\_\_

The signature on this proposal must be that of an authorized representative of the corporation, partnership or other legal entity and authorized to submit proposals for public contracts.

Has the firm defaulted on a contract or ever been involved in litigation with a political subdivision of the State of North Carolina or any other state or country? YES \_\_\_\_\_ No \_\_\_\_\_. If yes, please supply details.

Taxpayer's Federal Identification No. \_\_\_\_\_

Company's Legal Name \_\_\_\_\_

Address \_\_\_\_\_

City, State and Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_

Company's Fax Number \_\_\_\_\_

Company's Toll Free Number \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Printed Name and Title \_\_\_\_\_

Email Address \_\_\_\_\_