

## ***Tuscola County***

### ***Request for Proposals for the Tuscola County / Huron County Joint Ice Rescue Air Boat Project***

Tuscola County is soliciting proposals for a 20 foot ice rescue airboat for use in the Saginaw Bay and its tributaries. Tuscola County is acting as the purchaser for this project which involves Homeland Security Grant Funding.

Prospective offers are responsible for having full knowledge of this project and all issues affecting it. General information regarding the RFP, a sample contract and technical specifications are included in this solicitation.

Sealed responses are to be received no later than Thursday, August 27, 2015 @ 0800 AM.

This will be a Public Opening in front of the Tuscola County Board of Commissioners.

Proposals should be addressed to:

Tuscola County Office of Emergency Management

Attn: Deputy Steven Anderson

420 Court St. Suite #1

Caro, MI 48723

For additional questions, please contact Deputy Steven Anderson at:

Office phone: 989-673-5181

Email address: [tcemanderson@tuscolacounty.org](mailto:tcemanderson@tuscolacounty.org)

For additional questions in regards to the Air Boat specifications , please contact Undersheriff Duane Miller at:

Huron County Sheriff's Office

Attn: Undersheriff Duane Miller

120 S. Heisterman St.

Bad Axe, MI 48413

Email address: [millerd@co.huron.mi.us](mailto:millerd@co.huron.mi.us)

# **Request for Proposal**

## **Tuscola County / Huron County Joint Ice Rescue Air Boat Project**

*Due date: Thursday, August 27, 2015 at 8 AM*

Tuscola County Office of Emergency Management

Attn: Deputy Steven Anderson

420 Court St. Suite #1

Caro, MI 48723

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## 1.0 Key Action Events and Dates

Listed below are the events and dates for this RFP. All dates are subject to revision.

<u>Event #</u>	<u>Description</u>	<u>Date</u>
1	Release of RFP	July 24, 2015
2	Last day for Proposers to submit questions in writing	August 17, 2015 by 12:00 PM
3	Last day for county to answer questions in writing	August 22, 2015 by 4:00 PM
4	Proposal due no later than 0800 hrs	August 27, 2015
5	Evaluation / Interviews	TBD
6	Award	TBD
7	Boat, equipment & training <b><u>MUST</u></b> be delivered no later than	April 1, 2016

## **2.0 Introduction and Scope of Work**

- 2.1 The County of Tuscola, acting as the buyer in this project, is seeking proposals from qualified Proposers to provide a 20' Ice Rescue boat for the Tuscola County Sheriff's Office and the Huron County Sheriff's Office. This is a joint project between the two entities and a large portion of the funding is from Homeland Security Grant Funding.

It is the intention of the County of Tuscola to obtain an Ice Rescue Air Boat that is dependable, reliable, and meets the needs of the Sheriff's Office of both Tuscola County and Huron County.

- 2.2 The Sheriff's Office of both counties will be directly involved with the manufacture in the construction of the boat.
- 2.3 The successful Proposer must provide detailed drawings, equipment lists, warranty consultation, and training for the Air Boat.

## 3.0 RFP Response Content

- 3.1 Proposers are to respond to all information requested in this RFP. Brochures and advertisements will not be accepted as a substitute for these requirements. A qualified proposal must address all items.
- 3.2 **Content:**
- 3.2.1 Proposals shall be organized and submitted in the format prescribed below.
- When replying to a particular paragraph or question, ensure that your response references the section and paragraph that asks that question.
  - Proposers must submit one (1) copy of proposal clearly marked "ORIGINAL" and one copy marked "COPY".
- 3.2.2 Proposals submitted must contain the following information to be considered.
- A brief cover letter
  - Reference sheet (attachment A), Non-Collusion Affidavit (attachment B), and Proposal Authorization Signature Page (attachment C)
  - RFP Content Requirements (read carefully)
  - Complete and signed W-9 Form
  - **Cost Proposal (original plus one copy) in separate sealed envelope.**
  - Any certifications as required.

## 4.0 Cost Structure

### 4.1 Cost Proposal:

- 4.1.1 Cost proposals are to be provided in the manner described herein and submitted in a **separate sealed envelope**.
- 4.1.2 Proposers are to provide cost for equipment being proposed. Training expenses and shipping costs are to be included separate from the initial air boat bid.
- 4.1.3 Cost proposals must be valid for no less than six months.

### 4.2 Cost Information:

- 4.2.1 Proposers are to use the cost information table below and submit this sheet in a separate sealed envelope. Should more space be needed, Proposers are encouraged to attach supporting information to the Cost Information Sheet.

### 4.3 Cost Information Worksheet:

- 4.3.1 Provide pricing for proposed Air Boat

Air Boat	Price
Boat, trailer and equipment	\$ _____
Training and Delivery of Air Boat to the <b>Huron County Sheriff's Office</b> , 120 S. Heisterman St. Bad Axe, MI 48413	\$ _____

## 5.0 Proposal Award

Following the deadline for receipt of proposals, all proposals submitted will be analyzed and reviewed by a panel consisting of representatives of the Tuscola County Sheriff's Office and the Huron County Sheriff's Office as well as other county officials from both jurisdictions.

During the RFP process, the County of Tuscola reserves the right to negotiate a contract based on all factors involved in the written proposal without further discussion or interview.

Proposals will be evaluated for cost and compliance with all requirements set forth in this RFP, including timely submission and provision of all documents requested; and for the following minimum requirements.

### A. Phase I

Proposals will be examined as to whether or not Proposers responded in accordance with the following requirements:

1. Proper completion and submittal of all required proposal documents.
2. Proposers who do not respond in accordance with the requirements indicated in this RFP may be immediately disqualified.

### B. Phase II

Evaluation Scoring:

The reviewing panel will evaluate each proposal in the following categories. With the relative weight as follows:

Content and format of proposal	10 points
References	15 points
Boat and equipment proposal / Specifications	40 points
Cost proposal (separate sealed envelope)	35 points
Total possible score:	100 points

Cost proposals shall be in a separate sealed envelope, clearly marked with Tuscola County / Huron County Joint Ice Rescue Air Boat and your company name.



The County of Tuscola reserves the right to reject any or all proposals or parts thereof, and to award the contract with the Proposer whose response is most advantageous to the project. False, incomplete or unresponsive statements in connection with a proposal submittal may be sufficient cause for rejection. The County of Tuscola will be the sole judge in making such determination.

#### References:

References are used to assist in determining the Proposer's ability to provide the air boat, equipment and installation as requested in the RFP. References will be contacted and asked the same questions. Additional questions may be asked to support the base questions.

#### C. Phase III Award Selection and Interview Process:

Additional questions may be asked of the top Proposers and interviews will be conducted (if needed). Proposers will be notified of any additional required information or interviews after the written proposals have been evaluated.

Interviews will be held with whom the County of Tuscola and the reviewing panel deems as the most qualified respondents. The interview will consist of a presentation of the proposed product and will answer any additional questions the County of Tuscola and the reviewing panel may have.

A Notification of Intent to Award may be sent to any Proposer selected. Award is contingent upon the successful negotiation of final contract terms. Negotiations shall be confidential and not subject to disclosure to competing Proposers unless an agreement is reached. If contract negotiations cannot be concluded successfully, the County of Tuscola may negotiate a contract with the next highest scoring Proposer or withdraw the RFP.

## **6.0 General Proposal Requirements**

### **6.1 Contractor Responsibilities:**

All procedures and services must be in compliance with all Federal, State, and County Local Laws and Regulations.

### **6.2 BASIS FOR SELECTION AND CONDITIONS:**

The responsiveness, competency and responsibility of Proposer will be considered in making the award of contract. Any Proposer before being awarded a contract may be required to furnish evidence satisfactory to the County of Tuscola that the Proposer has sufficient means and experience in the type of work called for to assure completion of the contract in a satisfactory manner. The County of Tuscola reserves the right to reject the proposal of any Proposer as not responsible and not qualified to do the particular work under consideration who have previously failed to perform properly or to complete on time contracts with the County of Tuscola of a nature similar to this project. Other factors that may be considered by the County of Tuscola to determine a responsible proposal and the overall capability of the Proposer to satisfactorily complete the work under consideration may include, but are not limited to: insufficient experience, experience on other public projects, experience doing the same type of work, length of tenure and capacity with bonding or insurance company, financial stability, and whether a Proposer has been terminated on other projects.

A responsive proposal is one that meets all terms, conditions, and specifications of the RFP. The bid must comply with the content requirements of the RFP documents. The Proposer must perform and do what the RFP documents and contract required and said they must do, whether it be pricing in a certain way, attending a pre-bid conference, providing bonds, etc. Other examples where a proposal might be declared and found to be non-responsive include:

- Proposal is substantially incomplete
- Proposal is not signed
- Proposal is delivered late
- No acknowledgement of critical addenda
- Significant discrepancies appear in the response

A responsive proposal conforms to RFP specifications. However, a proposal which substantially conforms, though not strictly responsive, to a

call for proposals may be accepted if the variance cannot have affected the amount of the proposal or given a Proposer an advantage or benefit not allowed other Proposers or, in other words, if the variance is inconsequential. The County of Tuscola reserves the right to reject any and all proposals or alternatives and waive any informality or irregularity in the proposals or in the bidding, and to determine responsiveness and responsibility of Proposer, including but not limited to those areas mentioned above.

**6.3 Specification Changes:**

The County of Tuscola may, during the proposal period, advise the Proposer in writing of additions, omissions, or alterations in the specifications. Changes shall be included in the RFP and become part of the specifications as if originally submitted.

**6.4 RFP Withdrawal:**

Any Proposer may withdraw their proposal, either personally or by written request, at any time prior to the date and time.

**6.5 Right to Reject Proposals:**

The County of Tuscola reserves the right to reject any and all proposals, or any part of a proposal; to waive minor defects or technicalities; or to solicit new proposals on the same project or modified project, which may include portions of the original RFP document, as the County of Tuscola may deem necessary and in its best interest. False, incomplete or unresponsive statements in connection with a submitted proposal may be sufficient cause for rejection. The County of Tuscola will be the sole judge in making such determinations.

**6.6 Examine Specifications:**

Proposer shall thoroughly examine and be familiar with the specifications herein. Failure or omission of any Proposer to receive or examine any form, instrument, addendum or other document, or become acquainted with existing conditions, shall in no way relieve Proposer from any obligations with respect to Proposer's offer or to the contract. Submission of a proposal shall be taken as prima facie evidence of compliance with this section.

6.7 Site Inspection (If Applicable)

Proposers shall have examined the work sites, and shall be responsible for having acquired full knowledge of the job and of all issues affecting it. No variations or allowances from the contract sum will be made because of lack of such examination.

6.8 All RFP Documents part of Final Contract:

Any RFP documents, letters and materials submitted by the Proposer shall be binding and included as part of the final contract. Unauthorized conditions, limitations or provisions attached to proposals may cause its rejection.

6.9 Exceptions:

Any exceptions to this RFP must be stated in your proposal. It is otherwise assumed that the wording within this document is acceptable and agreed to by the Proposer.

6.10 Resulting Contract:

Through the RFP process, the County reserves the right to negotiate a contract based on all factors involved in the written proposal without further discussion or interview. The performance of the contract resulting from this proposal shall be governed, construed and interpreted according to the laws of the State of Michigan. Terms and Conditions of a resulting contract shall be those of Exhibit A "Sample Contract". Any contentions must be submitted with your RFP.

6.11 Notice:

Any notice, demand, request, consent approval or communication that either party desires or is required to give the other party shall be in writing and/or email. Any such writing shall be addressed to Tuscola County Office of Emergency Management, Attention Deputy Steven Anderson, 420 Court St. Suite #1, Caro, MI 48723 or email address: [tcemanderson@tuscolacounty.org](mailto:tcemanderson@tuscolacounty.org)

## 7.0 Submittal of Proposals

Sealed Proposals will be received at the Tuscola County Sheriff's Office, 420 Court St. Suite #1, Caro, MI 48723 until Thursday, August 27th at 0800 AM.

All Proposals shall be addressed as follows:

Tuscola County Office of Emergency Management

Attention: Deputy Steven Anderson

420 Court St. Suite #1

Caro, MI 48723

The Proposal envelope shall have stated thereon the name and address of the submitting Contractor.

Proposals will not be accepted after Thursday, August 27, 2015 at 8 AM, all proposals received after said time and date will be timestamped and returned unopened to the submitter.

The county will **not** accept proposal responses submitted by fax.

This will be a public opening in front of the Tuscola County Board of Commissioners.

# Attachment A

## References

Similar Contracts/RFPs performed: List below contracts under which the Proposer has provided similar boats and equipment during the past seven to ten (7-10) years.

Proposer's financial stability, technical and support capabilities will be verified through reference checking, which may include site visits and contact with other clients or vendors.

Agency/Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Agency/Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Agency/Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

# Attachment B

## Non-Collusion Affidavit

**(Title 23 United States Code Section 112 and Public Contract Code Section 7106)**

In accordance with Title 23, United States Code Section 112, and Public Contract Code 7106, the Proposer declares that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other proposer to submit a false or sham proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any Proposer or anyone else to put in a sham proposal, or that anyone shall refrain from proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price of the Proposer or any other proposer, or to fix any overhead, profit or cost element of the proposal price, or of that of any other proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the proposal are true; and further, that the Proposer has not, directly or indirectly, submitted their proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, proposal depository, or to any member or agent thereof to effectuate a collusive or sham proposal.

**NOTE:** The above Non-collusion Affidavit is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Non-collusion Affidavit.

**Proposers are cautioned that making a false certification may subject the certifier to criminal prosecution.**

**Proposer's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

# Attachment C

## PROPOSAL AUTHORIZATION

### SIGNATURE PAGE

The undersigned, having carefully read and examined this RFP, and being familiar with (1) all the conditions applicable to the work for which this proposal is submitted; (2) with availability of the required equipment, materials and labor hereby agrees to provide everything necessary to complete the work for which this proposal is submitted in accordance with the proposal documents for the amounts quoted herein and further agrees that if this proposal is accepted, within five (5) days after the contract is presented for acceptance, will execute, and mail a signed contract to the County of San Joaquin Purchasing Agent.

In addition, by submission of a proposal, Proposer attest to having possession of a duly issued valid contractor's license issued by the State of Michigan. Such license authorizes a Proposer to contract to perform type of work required by the specifications. Should the Proposer fail to provide the number and classification of Proposer's State of California Contractor's License, the County may reject your Proposal.

This Signature/Authorization page must be in Section 1 of your Proposal.

\_\_\_\_\_  
Signature of Authorized Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Authorized Agent



# Technical Specifications

## Overview:

The following describes the commercial grade, aluminum construction 20' x 8' Ice Rescue Airboat for this project.

### General Specifications:

1. Hull Length: 20 feet
2. Beam: 8 feet
3. Seven x two foot wave cutting bow
4. Heavily Reinforced Hull with midship bulkhead
5. One bow receiver hitch port and two transom receiver hitch ports.
6. Nonskid covered decking.
7. Bottom up to the waterline will be covered with a single piece of 1/2 inch blue iron polymer and thru bolted onto the hull.
8. Enclosed cabin with tubular roll over protection, skinned with .062 inch aluminum.
9. Cabin will be equipped with windows on the port and starboard sides.
10. Cabin will be equipped with sliding rear door with window
11. Safety glass front windshield(s) with wipers
12. Non-skid cabin flooring
13. Matching pilot and co-pilot seats, pedestal mounted with swivels.
14. Pilot / co-pilot hatches
15. Rear bench seat for crew members
16. Cabin heater (minimum of 40,000 BTU)
17. Two (2) 12volt fans (minimum) in cabin
18. Operator dash with appropriate gauges with room for mounting additional equipment such as radios etc.
19. Minimum of two (2) 12 volt auxiliary power sockets in cabin area with minimum of two (2) usb ports.
20. Grab handles in various positions for crew safety.
21. The boat will have a classic tilt helm (4 turns lock to lock) with splash well mount, triple rudders, and steering wheel.
22. Full throttle for a more responsive docking approach.
23. Dual batteries
24. One dual battery panel
25. Main battery switch
26. Dual battery maintainer
27. Horn
28. Navigational GPS system

29. Safety start up alarm system
30. Safety Camera System, Monitor mounted in cabin with two cameras, one mounted each mounted on the corner of the cabin.
31. All required navigation lighting
32. Minimum of three (3) remote controlled spot lights
33. Cabin lighting with minimum of two (2) dimmable dome lights
34. Two (2) 18" – 30" LED lights (or similar LED illumination) located on bow
35. Minimum 50 gallon fuel tank, with compliant fittings
36. All aluminum propeller cage
37. 5 function trim tab/ice brake mounted on rear center of the hull
38. Minimum of one (1) three inch positive ventilation fan in the lazarette area
39. Propulsion will be provided by a LS3 V8 engine or similar.
40. Stainless steel exhaust system with mufflers
41. 3 blade prop
42. 2.68 : 1 gearbox
43. Two (2) appropriate sized bilge pumps with float switches and cabin controlled for manual/automatic operation.
44. Tilt bed style trailer
45. Jib Crane with Electric Winch
46. Bare aluminum finish