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**CITY OF GREELEY  
Purchasing**

**Request for Proposal  
RFP #F23-06-054**

**GPD BOMB RESPONSE UNIT**

**for**

**GREELEY POLICE DEPARTMENT**

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**REQUEST FOR PROPOSAL (RFP)  
RFP #F23-06-054 GPD BOMB RESPONSE UNIT**

Procurement Contact: Alex Adame  
Email Address: Purchasing@greeleygov.com  
Telephone Number: 970-350-9325

**Proposals must be received no later than the date indicated in the Schedule of Events below.**

*Proposals received after this date and time will not be considered for award.*

**ONLY ELECTRONIC RFP RESPONSES WILL BE ACCEPTED DURING THE COVID-19 EVENT**

Email your RFP Response to [purchasing@greeleygov.com](mailto:purchasing@greeleygov.com). Only emails sent to purchasing@greeleygov.com will be considered as responsive to the request for proposals. **DO NOT** submit your RFP Response to multiple email addresses. Emails sent to other City emails may be considered as non-responsive and may not be reviewed.

Proposals shall be submitted in a single Microsoft Word or PDF file under 20MB. The Proposal must not exceed 20 total pages, excluding cover letter, index or table of contents, front and back covers, and title pages/separation tabs. Pages shall be 8 ½ x 11 inch except for up to four (4) pages of 11 x 17 inches. Eleven-point font or larger must be used for the proposal and appendices. Resumes included as an appendix are not considered part of the 20 pages.

The RFP number and Project name must be noted in the subject line, otherwise the proposal may be considered as non-responsive to the RFP.

Electronic submittals will be held, un-opened, until the time and date noted in the RFP documents or posted addenda.

<b>Schedule of Events (subject to change)</b>	<b>All times are MST</b>
RFP Issued	<b>July 14, 2023</b>
Optional Pre-Proposal Conference	<b>July 24, 2023 10:00 AM via Microsoft Teams (see link below)</b>
Inquiry Deadline	<b>July 28, 2023 before 2:00 PM</b>
Final Addendum Issued	<b>August 4, 2023</b>
Proposal Due Date	<b>August 11, 2023 before 2:00 PM</b>
Interviews (tentative)	<b>TBD</b>
Notice of Award (tentative)	<b>TBD</b>

## Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 226 229 820 221

Passcode: KR4Bfb

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 347-966-8471,,257091428#](#) United States, New York City

Phone Conference ID: 257 091 428#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

## TABLE OF CONTENTS

Section	Title
I	Background, Overview & Goals
II	Statement of Work
III	Administrative Information
IV	Proposal Submission
V	Response Format
VI	Evaluation and Award

## EXHIBITS

Exhibit	Title
1	Proposal Acknowledgement
2	Sample Contract
3	Insurance
4	Debarment Form

## ATTACHMENTS

Atch	Title
A	Unit Specifications

***“Public Viewing Copy: The City is a governmental entity subject to the Colorado Open Records Act, C.R.S. §§ 24-72-200.1 et seq. (“CORA”). Any proposals submitted hereunder are subject to public disclosure by the City pursuant to CORA and City ordinances. Vendors may submit one (1) additional complete proposal clearly marked “FOR PUBLIC VIEWING.” In this version of the proposal, the Vendor may redact text and/or data that it deems confidential or proprietary pursuant to CORA. Such statement does not necessarily exempt such documentation from public disclosure if required by CORA, by order of a court of appropriate jurisdiction, or other applicable law. Generally, under CORA trade secrets, confidential commercial and financial data information is not required to be disclosed by the City. Proposals may not be marked “Confidential” or ‘Proprietary’ in their entirety. All provisions of any contract resulting from this request for proposal will be public information.”***

## SECTION I. BACKGROUND, OVERVIEW, AND GOALS

### A. Background

The City of Greeley is a home rule municipality with a council-manager form of government and is the county seat and the most populous municipality of Weld County, Colorado. Greeley is in northern Colorado and is situated 52 miles north-northeast of the Colorado State Capitol in Denver. According to the U.S. Census Bureau, the population of the city is roughly 111,000 which makes it the 12th-most populous city in Colorado. The City has an annual budget of ~\$490M with a fiscal year that starts Jan 1<sup>st</sup>, and employees over 1100 employees. Greeley is a major city of the Front Range Urban Corridor and home to the University of Northern Colorado which is a public baccalaureate and graduate research university with approximately 12,000 students and six colleges as well as Aims Community College, which has served the community since 1967.

### B. Overview

The City of Greeley is looking for a company to upfit an interior and rear box for a Bomb Response unit. The vehicle will require special equipment within the box to hold gear and provide a command center and provide emergency vehicle lighting on the exterior. The vehicle that is to be upfitted is a 2023 Freightliner M2 106 with a 22-foot van box with lift gate.

### C. Goals

A professional easy to use Bomb Response Unit. The truck will be available in the fall to start working the build process with a completion date in 2024.

## SECTION II. STATEMENT OF WORK

### A. Scope of Services

Provide CAD drawings of the design, build, and produce a Bomb Response unit for the City of Greeley. The outlined specifications that are required at listed in Attachment A.

### B. Period of Award

The completion date of providing the required product and services shall be **June 30, 2024**

If the City desires to extend the contract, no later than thirty (30) days prior to expiration, the City's Purchasing Contact may send a notice in writing to the vendor requesting firm pricing for the next twelve-month period. After the City evaluates the firm pricing proposal from the vendor, it will determine whether to extend the contract. All awards and extensions are subject to annual appropriation of funds. The provisions of the foregoing paragraphs with respect to extensions of the terms of the contract shall be null and void if the contract has been terminated or revoked during the initial term or any extension thereof. All decisions to extend the contract are at the option of the City.

### C. Minimum Mandatory Qualifications of Offeror

Vendors must have proven ability to design, build, and produce emergency response vehicles. Vendors must be within reasonable traveling distance from Greeley, Colorado.

Vendors to provide wiring diagrams, training, and be able to perform warranty and/or repairs on the vehicle.

### SECTION III. ADMINISTRATIVE INFORMATION

#### A. Issuing Office

The City's contact name listed herein is to be the sole point of contact concerning this RFP. Offerors shall not directly contact other personnel regarding matters concerning this RFP or to arrange meetings related to such.

#### B. Official Means of Communication

All official communication from the City to offerors will be via postings on an electronic solicitation notification system, the Rocky Mountain Bid System ([www.rockymountainbidsystem.com](http://www.rockymountainbidsystem.com)). The Purchasing Contact will post notices that will include, but not be limited to, proposal document, addenda, award announcement, etc. It is incumbent upon offerors to carefully and regularly monitor the Rocky Mountain Bid System for any such postings.

#### C. Inquiries

Prospective offerors may make written inquiries by e-mail before the written inquiry deadline concerning this RFP to obtain clarification of requirements. There will be opportunity to make inquiries during the pre-proposal conference, if any. No inquiries will be accepted after the deadline. Inquiries regarding this RFP (be sure to reference RFP number) should be referred to:

E-Mail: [Purchasing@greeleygov.com](mailto:Purchasing@greeleygov.com)  
Subject Line: RFP #F23-06-054

Response to offerors' inquiries will be published as addenda on the Rocky Mountain Bid System in a timely manner. Offerors cannot rely on any other statements that clarify or alter any specification or other term or condition of the RFP.

Should any interested offeror, sales representative, or manufacturer find any part of the listed specifications, terms and conditions to be discrepant, incomplete, or otherwise questionable in any respect, it shall be the responsibility of the concerned party to notify the Purchasing Contact of such matters immediately upon discovery.

#### D. Insurance

The successful contractor will be required to provide a Certificate of Insurance (Exhibit 3) or other proof of insurance naming the City of Greeley as "additional insured". Coverage must include COMMERCIAL GENERAL LIABILITY coverage with minimum limits of \$2,000,000, and WORKER'S COMPENSATION coverage with limits in accordance with State of Colorado requirements.

COMPREHENSIVE AUTOMOBILE LIABILITY with minimum limits for bodily injury and property damage coverage of at least \$1,000,000, plus an additional amount adequate to pay related attorneys' fees and defense costs, for each of Consultant's owned, hired or non-owned vehicles assigned to or used in performance of this Agreement.

The City shall be named as additional Insured for General and Auto Liability Insurance.

#### E. Modification or Withdrawal of Proposals

Proposals may be modified or withdrawn by the offeror prior to the established due date and time.

#### F. Minor Informalities

Minor informalities are matters of form rather than substance evident from the response or insignificant mistakes that can be waived or corrected without prejudice to other vendors. The Purchasing Manager may waive such informalities or allow the vendor to correct them depending on which is in the best interest of the City.

## **G. Responsibility Determination**

The City will make awards only to responsible vendors. The City reserves the right to assess offeror responsibility at any time in this RFP process and may not make a responsibility determination for every offeror.

## **H. Acceptance of RFP Terms**

A proposal submitted in response to this RFP shall constitute a binding offer. The autographic signature of a person who is legally authorized to execute contractual obligations on behalf of the offeror shall indicate acknowledgment of this condition. A submission in response to this RFP acknowledges acceptance by the offeror of all terms and conditions as set forth herein. An offeror shall identify clearly and thoroughly any variations between its proposal and the RFP in the cover letter. Failure to do so shall be deemed a waiver of any rights to subsequently modify the terms of performance, except as outlined or specified in the RFP.

## **I. Protested Solicitations and Awards**

Right to protest. Any actual or prospective bidder, offeror or contractor who is aggrieved in connection with the solicitation or award of a contract must protest in writing to the City Manager as a prerequisite to seeking judicial relief. Protestors are urged to seek informal resolution of their complaints initially with the Purchasing Manager. A protest shall be submitted within ten (10) calendar days after such aggrieved person knows or should have known of the facts giving rise thereto. A protest with respect to an invitation for bids or request for proposals shall be submitted in writing prior to the opening of bids or the closing date of proposals, unless the aggrieved person did not know and should not have known of the facts giving rise to such protests prior to bid opening or the closing date for proposals.

Stay of procurement during protests. In the event of a timely protest under Subsection (A) of this Section, the Purchasing Manager shall not proceed further with the solicitation or award of the contract until all administrative and judicial remedies have been exhausted or until the City Manager makes a written determination on the record that the award of a contract without delay is necessary to protect substantial interest of the City. (Ord. 75, 1984 §2 (part))

## **J. Confidential/Proprietary Information**

All proposals will be confidential until a contract is awarded and fully executed. At that time, all proposals and documents pertaining to the proposals will be open for public inspection, except for the material that is proprietary or confidential. However, requests for confidentiality can be submitted to the Purchasing Contact provided that the submission is in accordance with the following procedures. This remains the *sole responsibility* of the offeror. The Purchasing Contact will make no attempt to cure any information that is found to be at a variance with this procedure. The offeror may not be given an opportunity to cure any variances after proposal opening. **Neither a proposal in its entirety, nor proposal price information will be considered confidential/proprietary.** Questions regarding the application of this procedure must be directed to the Purchasing Contact listed in this RFP.

## **K. Acceptance of Proposal Content**

The contents of the proposal (including persons specified to implement the project) of the successful contractor shall become contractual obligations into the contract award. Failure of the successful offeror to perform in accordance with these obligations may result in cancellation of the award and such offeror may be removed from future solicitations.

## **L. RFP Cancellation**

The City reserves the right to cancel this RFP at any time, without penalty.

**M. Negotiation of Award**

In the event only one (1) responsive proposal is received by the City, the City reserves the right to negotiate the award for the services with the offeror submitting the proposal in lieu of accepting the proposal as is.

**N. Contract**

A sample copy of the contract award the City will use to contract for the services specified in this RFP is attached as Exhibit 2. The attached contract is only a sample and is not to be completed at this time.

**O. RFP Response/Material Ownership**

All material submitted regarding this RFP becomes the property of the City of Greeley, unless otherwise noted in the RFP.

**P. Incurring Costs**

The City is not liable for any cost incurred prior to issuance of a legally executed contract and/or a purchase order.

**Q. Utilization of Award by Other Agencies**

The City of Greeley reserves the right to allow other State and local governmental agencies, political subdivisions, and/or school districts to utilize the resulting award under all terms and conditions specified and upon agreement by all parties. Usage by any other entity shall not have a negative impact on the City of Greeley in the current term or in any future terms.

**R. Non-Discrimination**

The offeror shall comply with all applicable state and federal laws, rules and regulations involving non-discrimination on the basis of race, color, religion, national origin, age or sex.

**S. News Releases**

Neither the City, nor the offeror, shall make news releases pertaining to this RFP prior to execution of the contract without prior written approval of the other party. Written consent on the City's behalf is provided by the Public Information Office.

**T. Certification of Independent Price Determination**

1. By submission of this proposal each offeror certifies, and in the case of a joint proposal each party, thereto certifies as to its own organization, that in connection with this procurement:
  - a) The prices in this proposal have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other offeror or with any competitor;
  - b) Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the offeror and will not knowingly be disclosed by the offeror prior to opening, directly or indirectly to any other offeror or to any competitor; and
  - c) No attempt has been made or will be made by the offeror to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition.
2. Each person signing the Request for Proposal form of this proposal certifies that:

- a) He/she is the person in the offeror's organization responsible within that organization for the decision as to the prices being offered herein and that he/she has not participated, and will not participate, in any action contrary to (1.a) through (1.c) above; or
  - b) He/she is not the person in the offeror's organization responsible within that organization for the decision as to the prices being offered herein but that he/she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated, and will not participate, in any action contrary to (1.a) through (1.c) above, and as their agent does hereby so certify; and he/she has not participated, and will not participate, in any action contrary to (1.a) through (1.c) above.
3. A proposal will not be considered for award where (1.a), (1.c), or (2.) above has been deleted or modified. Where (1.b) above has been deleted or modified, the proposal will not be considered for award unless the offeror furnishes with the proposal a signed statement which sets forth in detail the circumstances of the disclosure and the City's Purchasing Manager, or designee, determines that such disclosure was not made for the purpose of restricting competition.
  4. The Contract Documents may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same document. The Contract Documents, including all component parts set forth above, may be executed and delivered by electronic signature by any of the parties and all parties consent to the use of electronic signatures.

#### **U. Taxes**

The City of Greeley is exempt from all federal excise taxes and all Colorado State and local government sales and use taxes. Where applicable, contractor will be responsible for payment of use taxes.

#### **V. Assignment and Delegation**

Neither party to any resulting contract may assign or delegate any portion of the agreement without the prior written consent of the other party.

#### **W. Availability of Funds**

Financial obligations of the City of Greeley payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted and otherwise made available. In the event funds are not appropriated, any resulting contract will become null and void without penalty to the City.

#### **X. Standard of Conduct**

The successful firm shall be responsible for maintaining satisfactory standards of employees' competency, conduct, courtesy, appearance, honesty, and integrity, and shall be responsible for taking such disciplinary action with respect to any employee as may be necessary.

The City may request the successful firm to immediately remove from this assignment any employee found unfit to perform duties due to one or more of the following reasons:

1. Neglect of duty.
2. Disorderly conduct, use of abusive or offensive language, quarreling, intimidation by words or actions or fighting.
3. Theft, vandalism, immoral conduct or any other criminal action.
4. Selling, consuming, possessing, or being under the influence of intoxicants, including alcohol, or illegal substances while on assignment for the City.

Agents and employees of Contractor or Consultant working in City facilities shall present a clean and neat appearance. Prior to performing any work for the City, the Contractor or Consultant shall require each of their



employees to wear ID badges or uniforms identifying: the Contractor or Consultant by name, the first name of their employee and a photograph of their employee if using an ID badge. Their employee shall wear or attach the ID badge to the outer garments at all times.

**Y. Damages for Breach of Contract**

In addition to any other legal or equitable remedy the City may be entitled to for a breach of this Contract, if the City terminates this Contract, in whole or in part, due to Contractor's breach of any provision of this Contract, Contractor shall be liable for actual and consequential damages to the City.

**Z. Other Statutes**

1. The signatory hereto avers that he/she is familiar with Colorado Revised Statutes, 18-8-301, et seq. (Bribery and Corrupt Influence) and 18-8-401, et seq. (Abuse of Public Office) as amended, and that no violation such provisions is present.
2. The signatory hereto avers that to his/her knowledge, no City of Greeley employee has any personal or beneficial interest whatsoever in the service or property described herein. See CRS 24-18-201 and CRS 24-50-507.

**SECTION IV. PROPOSAL SUBMISSION**

Following are the response requirements for this RFP. All specific response items represent the minimum information to be submitted. Deletions or incomplete responses in terms of content or aberrations in form may, at the City's discretion, render the proposal non-responsive.

RFP responses must be emailed to [purchasing@greeleygov.com](mailto:purchasing@greeleygov.com). Only emails sent to [purchasing@greeleygov.com](mailto:purchasing@greeleygov.com) will be considered as responsive to the request for proposals. DO NOT submit your RFP Response to multiple email addresses. Emails sent to other City emails will be considered as non-responsive and will not be reviewed.

Proposals shall be submitted in a single Microsoft Word or PDF file under 20MB. The Proposal must not exceed 20 total pages, excluding cover letter, index or table of contents, front and back covers, and title pages/separation tabs. Pages shall be 8 ½ x 11 inches except for up to four (4) pages of 11 x 17 inches. Eleven-point font or larger must be used for the proposal and appendices. Resumes included as an appendix are not considered part of the 20 pages.

The RFP number and Project name must be noted in the subject line, otherwise the proposal may be considered as non-responsive to the RFP.

Electronic submittals will be held, un-opened, until the time and date noted in the RFP documents or Posted addenda.

To facilitate the evaluation, offeror shall submit and organize all responses in the same order as listed in Section V. Proposals that are determined to be at a variance with this requirement may not be accepted.

Late proposals will not be accepted. It is the responsibility of the offeror to ensure that the proposal is received at the City of Greeley's Purchasing Division on or before the proposal due date and time.

**SECTION V. RESPONSE FORMAT**

The following items are to be included in your proposal, in the order listed. Deviation from this may render your proposal non-responsive.

**A. Cover Letter**

Include a cover letter introducing your company, summarizing your qualifications, and detailing any exceptions to this RFP (please note that significant exceptions may make your proposal non-responsive). This letter should also provide principal contact information for this RFP, including address, telephone number, fax number, e-mail, and website (if applicable).

**B. Use of Subcontractors/Partners**

There may be areas for use of subcontractors or partners in this project. If you are utilizing this approach, your proposal must list the subcontractors/partners, their area(s) of expertise, and include all other applicable information herein requested for each subcontractor/partner. Please keep in mind that the City will contract solely with your company, therefore subcontractors/partners remain your sole responsibility.

**C. Minimum Mandatory Qualifications**

Include an itemized description of how your company meets each of the minimum mandatory qualifications outlined in Section II, C. Failure to meet or exceed these requirements will disqualify your response.

**D. Company Information**

1. Provide the following information as listed: Company Name, Address, Phone Number, and Names of Principals.
2. Identify the year in which your company was established and began providing consulting services.
3. Describe any pending plans to sell or merge your company.
4. Provide a comprehensive listing of all the services you provide.

**E. Evaluation Criteria**

**Evaluation Criterion #1 - Company and Personnel Qualifications**

1. Describe your customer service philosophy.
2. Provide information from at least three accounts of similar scope. Include, at a minimum, the following information:
  - 1) Company Name, 2) Contact Name, 3) Phone Number, 4) Email Address, 5) Brief description of project scope and value, 6) Status of project.

The City reserves the right to contact the references provided in your proposal as well as other references without prior notification to you.

3. List the number of people that you can commit to working on this project and the amount of time each is expected to spend on the project. (List any discipline you would like to see - examples for a design service might be - design of HVAC, mechanical systems, electrical systems)
4. Provide a specific timeline or schedule for the work. (Spell out mile marks if needed. Example: including development of preliminary design & cost estimates, meetings with City staff, completion of final design, cost estimates and bidding documents.) Show milestones and completion dates on the schedule.
5. Describe the methods and timeline of communication your firm will use with the City's project manager, other involved City staff, and other interested parties.

**Evaluation Criterion #2 – Approach to Scope of Work**

1. Describe any project approaches or ideas that you would apply to this project and that you feel would enhance the quality of your services.
2. Describe how the team will handle quality control, specifically how design issues would be monitored and resolved, plans checked and cross-referenced and bid documents ensured to be complete, accurate, and coordinated with subcontractors.

**Evaluation Criterion #3 - Value/Cost of Efforts**

1. Provide a cost for the consulting services and products broken down per task listed under the **Scope of Services**, above. Show a breakdown of all reimbursable expenses required to complete the work. If applicable, the subcontractors' costs must be shown as separate items. Also, provide hourly rates for your firm and all subcontractors. These rates will be considered valid throughout the project.

**Evaluation Criterion #4 – Manufacture’s Location**

1. The City’s project manager will periodically visit the manufacturing site in order to ensure that the vehicle is being built to specifications. Knowing the location will help the city budget for this travel.

**Evaluation Criterion #5 – Past projects similar in nature**

1. Provide a list completed contracts for similar vehicle for other municipalities, state and/or federal government. Include contact information for those contracts.

**F. Proposal Acknowledgement**

Include this form as provided in Exhibit 1.

**G. Certificate of Insurance**

A sample Certificate of Insurance is provided in Exhibit 3.

**H. Debarment Form**

Include this form as provided in Exhibit 4.

**SECTION VI. EVALUATION AND AWARD**

**A. Proposal Evaluation**

All proposals submitted in response to this RFP will be evaluated by a committee in accordance with the criteria described below. Total scores will be tabulated, and the highest ranked firm will enter into negotiations.

If the City requests presentations by short-listed offerors, committee members may revise their initial scores based upon additional information and clarification received in this phase. [Please note that presentations have been tentatively scheduled per the Schedule of Events on the first page of this RFP.](#) If your company is invited to give a presentation to the committee, these dates may not be flexible.

In preparing responses, offerors should describe in great detail how they propose to meet the specifications as detailed in the previous sections. Specific factors will be applied to proposal information to assist the City in selecting the most qualified offeror for this contract. Following is the evaluation criteria that will be used. Criteria will be assigned a points value.

Evaluation Criteria:

- 1. Company and Personnel Qualifications:.....20 Points
- 2. Approach to Scope of Work:.....20 Points
- 3. Value/Cost of Efforts:.....20 Points
- 4. Location.....20 Points
- 5. Past Projects Similar in Nature.....20 Points

A presentation and/or demonstration may be requested by short-listed offerors prior to award. However, a presentation/demonstration may not be required, and therefore, complete information should be submitted with your proposal.

**B. Determination of Responsibility of the Offeror**

The City of Greeley awards contracts to responsible vendors only. The City reserves the right to make its offeror responsibility determination at any time in this RFP process and may not make a responsibility determination for every offeror.

The City of Greeley’s Municipal Code defines a “Responsible Offeror” as one who has “the capability in all respects to perform fully the contract requirements, and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment, and credit which will assure good faith performance.” The City reserves the right to request information as it deems necessary to determine an offeror’s responsibility. If the offeror fails to supply the requested information, the City shall base the determination of responsibility upon any available information or may find the offeror non-responsible if such failure is unreasonable.

## **COOPERATIVE PURCHASING STATEMENT**

The City of Greeley encourages and participates in cooperative purchasing endeavors undertaken by or on behalf of other governmental jurisdictions. To the extent, other governmental jurisdictions are legally able to participate in cooperative purchasing endeavors; the City of Greeley supports such cooperative activities. Further, it is a specific requirement of this proposal or Request for Proposal that pricing offered herein to the City of Greeley may be offered by the vendor to any other governmental jurisdiction purchasing the same products. The vendor(s) must deal directly with any governmental agency concerning the placement of purchase orders, contractual disputes, invoicing, and payment. The City of Greeley shall not be liable for any costs or damages incurred by any other entity.

**EXHIBIT 1  
PROPOSAL ACKNOWLEDGEMENT**

The offeror hereby acknowledges receipt of addenda numbers \_\_\_\_\_ through \_\_\_\_\_.

Falsifying this information is cause to deem your proposal nonresponsive and therefore ineligible for consideration. In addition, falsification of this information is cause to cancel a contract awarded based on one or both of the above preferences.

By signing below, you agree to all terms & conditions in this RFP, except where expressly described in your cover letter.

\_\_\_\_\_  
Original Signature by Authorized Officer/Agent

\_\_\_\_\_  
Type or printed name of person signing

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Vendor Mailing Address

\_\_\_\_\_  
Website Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Proposal Valid Until (at least for 90 days)

\_\_\_\_\_  
E-Mail Address

**Project Manager:**

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Vendor Mailing Address

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

\_\_\_\_\_  
City, State, Zip

**EXHIBIT 2  
SAMPLE CONTRACT**

(Incorporated by Reference, click link below to access)

**[Exhibit 2 - Sample Contract.pdf](#)**

**EXHIBIT 3  
SAMPLE CERTIFICATE OF INSURANCE**

Client#: 12170 GRECI  
**ACORD. CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YYYY)  
05/14/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> ABC Insurance Company P. O. Box 1234 Anywhere, USA	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____ PRODUCER CUSTOMER ID #: _____														
<b>INSURED</b> Sample Certificate	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A : Financial Rating of A</td> <td></td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Financial Rating of A		INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Financial Rating of A															
INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	AOC NSR	EPR NSR	POLICY NUMBER	POLICY EFF MM/DD/YYYY	POLICY EXP MM/DD/YYYY	LIMITS
	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GENL AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC <input type="checkbox"/>						EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below			NA			<input checked="" type="checkbox"/> WC STALL- WOP/LIMITS <input type="checkbox"/> OTH- ER E.L. EACH ACCIDENT \$100,000 E.L. DISEASE - EA EMPLOYEE \$100,000 E.L. DISEASE - POLICY LIMIT \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
 City of Greeley is named as Additional Insured on General Liability. Waiver of subrogation is included on Work Compensation. This insurance is primary and noncontributory to insurance policies held by the City.

<b>CERTIFICATE HOLDER</b> City of Greeley 1000 10th St Greeley, CO 80631-3808	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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**EXHIBIT 4**  
**DEBARMENT/SUSPENSION CERTIFICATION STATEMENT**

The proposer certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal, State, County, Municipal or any other department or agency thereof. The proposer certifies that it will provide immediate written notice to the City if at any time the proposer learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstance.

DUNS # (Optional) \_\_\_\_\_

Name of Organization \_\_\_\_\_

Address \_\_\_\_\_

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

Title \_\_\_\_\_

Date \_\_\_\_\_

## **Attachment A Specifications for build**

### **Body & Chassis Modifications**

#### **Storage Compartments**

One (1) vented chassis battery compartment installed on driver side directly behind cab  
Will include one (1) door with continuous vertical stainless steel hinge on left side of door

One (1) generator underbody compartment installed on driver side forward of rear axle  
Will include one (1) door with continuous horizontal stainless steel hinge at top of door  
Door will include one (1) hold-up

One (1) general underbody storage compartment on driver side aft of rear axle  
Will include one (1) door with continuous horizontal stainless steel hinge at top of door  
Door will include one (1) hold-up

One (1) inverter/charger compartment installed on passenger side aft of the cab  
Will include one (1) door with continuous vertical stainless steel hinge on right side of door

One (1) vented auxiliary battery compartment installed on passenger side aft of entrance door

Will include one (1) door with continuous vertical stainless steel hinge on right side of door

One (1) general underbody storage compartment on passenger side aft of rear axle  
Will include one (1) door with continuous horizontal stainless steel hinge at top of door  
Door will include one (1) hold-up

All compartments keyed alike

All compartments to utilize T-handle hardware/locks

Two (2) 600LBS No-Touch magnetic locks with keypad to be installed

One (1) to be installed at passenger side entrance door

One (1) to be installed at rear entrance door

One (1) deadbolt installed at passenger side entrance door

Stairwell Cover

Install one (1) hinged, flip-down stairwell cover at passenger side entrance stairwell

Hold-open to secure stairwell cover in open position during transport

One (1) 3"-0" ruggedized aluminum handrail installed vertically on exterior of body aft of passenger side entrance door

One (1) 2'-0" ruggedized aluminum handrail installed horizontally on interior of passenger side entrance door below window

One (1) 3'-0" ruggedized aluminum handrail installed diagonally on cabinet side forward of passenger side stepwell

One (1) 5'-0" ruggedized aluminum handrail installed vertically on interior of rear door

One (1) 3"-0" ruggedized aluminum handrail installed vertically on rear exterior of body right of rear entrance door

Install two (2) 10'-10" (approximate) ruggedized aluminum handrails on the ceiling of the deployment area

One (1) installed off center toward the driver side

One (1) installed off center toward the passenger side

#### **Comms /AV**

Will be decided by Greeley Police Department and Fleet Services prior to final assembly

#### **Electrical**

AC electrical system

All wiring to comply with current NEC (National Electrical Code) and FMVSS (Federal Motor Vehicle Safety Standards)

Wiring diagram to be located inside electrical cabinet and owners manual book

All wiring to be sized for 125% load

Vehicle wired for 120/240 volt, single-phase AC system will have a minimum 50 amp/double pole distribution load center

System will be wired with EPM 600 volt rated, UL approved, multi-stranded boat cable

Wiring to be color coded: Black=Hot, White=Neutral, Green=Ground, and when needed Red=2nd Hot

Additional wiring shall be labeled with self laminating labels at all termination points

Wiring every 16-24" centers with insulated clamps or non-conductive raceway

Wire bundles will be tied and trimmed with nylon ties every 8-12"  
All wires will be a minimum of 6" away from any heat source  
All exterior wiring to be covered with corrugated nylon conduit for added protection  
Where wires pass thru metal, a plastic or rubber grommet shall be used to protect the wires from chaffing and abrasions  
Auxiliary Charging System  
One (1) charging system installed for charging coach and chassis batteries  
DC Electrical System  
Wiring is designed for 12-volt DC negative ground system and rated for anticipated load  
High current wires rated for 125% load and protected from overcurrent by manual reset circuit breakers for MAXI fuse  
Full length wire run with no splice points except at termination points  
Branch circuit wires rated for 125% load and protected from overcurrent by ATC fuse panels or automatic reset breaker  
All wires identified by self laminating labels at termination points  
All wires crimped to factory specifications and shrink wrapped if exposed to the outdoor elements  
Wiring shall be supported every 16-24" centers with insulated clamps or non-conductive raceway  
All wires will be a minimum of 6" away from any heat source  
All exterior wiring to be covered with corrugated nylon conduit for added protection  
Where wires pass thru metal, a plastic or rubber grommet shall be used to protect the wires from chafing and abrasions  
Electrical panel  
Magnetic hydraulic circuit breakers that combine switching and circuit protection into a single panel  
Double pole can be used as AC main circuit breakers to switch hot and neutral or two hots in 120/240 volt AC branch applications  
Circuit breakers are sized per components and manufacturer specifications  
Large frame provides stud termination for 5-300 amp DC loads  
Provides overcurrent protection for inverter  
Receptacles  
Seventeen (17) 120v duplex outlets  
Four (4) 120v usb combo 15 amp outlets  
Four (4) Exterior corner GFCI protected outlets, waterproof.  
**Power Systems**  
One (1) Onan 10 KW diesel generator  
Generator mounted on driver side  
line tied into the existing chassis fuel tank  
Generator exhaust to driver side of vehicle  
Generator fixed mounted beneath vehicle  
Generator to be mounted as high as possible without going through floor  
Front access doors  
General generator installation shall be in full compliance with manufacturers' recommendations  
Will use auxiliary batteries for starting  
Remote generator control panel  
Located on switch panel  
Remote start and stop  
Hour meter  
Loomed wiring harness  
Shoreline  
50 amp 120/240 volt AC shoreline cord, 25' minimum length  
Twistlock inlet located on driver side between generator and rear axle  
One (1) 50 amp to 15 amp cord adapter provided  
Inverter/charger  
One (1) 3,000-watt inverter/charger  
Installed in passenger side forward exterior compartment.  
Wired to the six (6) 6-volt GC2-HD-AGM Interstate batteries using 6/0 wire specified by the manufacturer  
One (1) 80 amp 3 state battery Charger

One (1) 120 volt duplex 20 amp converter outlet stainless steel face  
One (1) 80-20 under shelf strip light 36" Maxxima  
Eighteen (18) 80-20 under shelf strip light 24"  
Two (2) Under cabinet light red/white  
Two (2) electrical panel  
Fourteen (14) E30 lights  
Three (3) dimmer switches

#### **Floorplan**

Custom floorplan, including interior and exterior elevations, designed and engineered using  
Computer Aided Drafting (CAD)  
Built-to electrical schematics will be included see attachment

#### **Layout Int.**

##### **Curbside**

Entrance with porch light  
Two (2) Jump seats /seat belts with 48" x 96 " L" track center mounted  
Locking pass through curbside  
Locking slide door to the cab chassis with dry erase board  
IT Rack in pullman  
Two (2) 32" HD/LED tv monitors above workstation  
One (1) Aluminum 48"x22" SBW shelving units 2 sections angled up curbside rear  
One (1) Aluminum 36" x 22" deep SBW shelving units 3 section curbside

##### **Streetside**

Two (2) overhead cabinets above workstation  
Work station large enough for 2 people to sit  
Four (4) 36" x 22" deep shelving units streetside wall with 3 individual sections  
Four (4) lip at floor for netting  
One (1) 48" x 22" shelving units 2 sections top angled shelf  
Three (3) Aluminum 36" x 22" deep SBW shelving units 3 section curbside  
One (1) Slide master tray 38"x 36" for robot  
Two (2) "D" rings on floor for robot security  
Dual Barn doors on rear  
Curbside rear bomb suit storage with upper shelf for helmet storage  
One (1) Aluminum 48" x 22" shelving units 2 sections top angled shelf curbside  
Two (2) Aluminum 36" x 22" shelving units 3 individual sections  
One (1) 33' battery box, with slide out tray  
Second workstation street side bulk head wall  
Rear curbside interior bomb suit storage upper shelf for helmets  
Two (2) 32inch HD/LED TV monitors mounted on wall

##### **Exterior**

One (1) 18' awning  
One (1) inverter compartment forward of the steps  
One (1) exterior outlet curbside passenger  
One (1) exterior outlet streetside behind driver  
One (1) shore power in streetside  
One (1) diesel generator compartment  
One (1) 33" exterior storage behind rear wheel streetside with led light  
One (1) exterior outlet rear corner curbside  
One (1) Exterior battery compartment  
One (1) Illuminated handrail  
One (1) Roof top antenna rail

##### **HVAC**

##### **Air conditioning**

Two (2) 15,000 BTU rooftop, low profile air conditioner  
One (1) Wall mounted thermostat for zoned air conditioning  
Two (2) Soft start modules  
Two (2) Room temperature sensors  
Two (2) Plenum non ducted  
One (1) Multizone thermostat

##### **Heating System**

12-volt diesel heater  
Ducted through registers in bottom of driver side desks in command area

Ducted through register in bottom of driver side cabinet in deployment area

One (1) wall mounted thermostat for heat - dual zone

Heater hooked up to diesel tank for constant supply

**Exterior Lighting**

Emergency Lighting Package

Lighting package will include front, side, rear red/blue, white scene lighting and siren.

Package will be decided by both Greeley Police Department and Fleet Services.

**Interior Construction**

Five (5) 80-20-3 x75 T rail

Two (2) 48" sloped shelf

Two (2) flat shelf

Six (6) 36" sloped shelf

Twelve (12) 26" sloped shelf

One (1) Passenger side front work station

One (1) Driver side front work station

One (1) 3 Drawer stack

Three (3) locks with lathes chrome lockable

One (1) Shelf wall divider for bomb suits

One (1) Upper shelf with perf holes front lip for helmet storage

One (1) Stainless steel clothing rod for bomb suits

One (1) Added support 3/4" ply for suits

One (1) 1.5 Aluminum lip on floor in front of seader shelves

21 feet stretch netting

One (1) Package hooks/P - clamps for netting

One (1) Package of C-tech cabinets

Ceiling

Smooth white FRP

Flooring

Finished with Lonseal Loncoin II Flecks Onyx C8150 or similar

One continuous, no seam installation

Walls

1/2" plywood sub-wall

Commercial grade grey carpet

**Paint and Graphics**

Ghost Graphics on exterior of truck, design to be provided by vendor and approved by Greeley Police Department and Fleet Services prior to installation

**Safety Equipment**

One (1) 5 lb. fire extinguisher

One (1) 12-volt battery operated smoke detector/alarm

One (1) 12-volt battery operated carbon monoxide detector/alarm

One (1) reflective triangle set (3-triangles)

One (1) first aid kit

One (1) 360+ camera system wired in to turn signals and reverse

Six (4) cameras

One (1) rear exterior, one (1) driver side exterior, one (1) passenger exterior, one (1) front exterior

One (1) centered in interior of cab above windshield, one (1) dome camera in deployment area

Training to be provided to both Greeley Police Department and Fleet Services.