

Kenton County Public Library

Request for Bids: OUTREACH VEHICLE

DEADLINE FOR BID SUBMISSIONS: 11:59 am, April 26, 2021

SPECIAL INSTRUCTIONS:

Questions about the bid specifications or bid procedure must be submitted in writing no later than noon on April 21, 2021, to allow time for the Library to respond before the bid due date. Questions may be emailed to Seth Longland, Outreach Services Branch Manager, at seth.longland@kentonlibrary.org.

Vehicle specifications or other bid documents are available online at www.kentonlibrary.org.

Please be sure to provide all requested information. Incomplete bids may be rejected. When submitting your bid, please follow these instructions:

1. Provide proof of ISO (International Organization for Standardization) 9001 certification related to vehicle engineering and manufacturing.
2. Include literature describing company history as well general literature on previous vehicle conversion and upfitting experience. Literature may also include photographs or drawings of the model proposed.
3. Provide a list of names and contact information for a minimum of three (3) references which showcase satisfactory performance in the vehicle conversion field with bookmobiles or similar vehicles where vehicles have been built within the last three (3) years.
4. Provide a list of current, local companies (in and around Kenton County) to provide certified maintenance and repair services on upfitter components.
5. All bids must be submitted as sealed bids. Mailing envelopes must specifically state "Sealed Bid: Outreach vehicle".
6. Mail to:
Seth Longland, Outreach Services Branch Manager
Kenton County Public Library
502 Scott Blvd
Covington, KY 41011
7. Email and/or faxed bids will not be accepted.
8. All bids are due before noon on April 26, 2021.

I. General

It is the intent of this specification to describe the minimum requirements for a bookmobile to be purchased by the Kenton County Public Library, hereafter referred to as the Library or KCPL. The bookmobile will be in addition to two (2) other vehicles and will serve community locations and events, assisted living facilities and apartments, and childcare centers and preschools. The bookmobile can expect travel or usage between five and six days per week.

All parts or brands not specifically mentioned, which are necessary, or which are regularly furnished in order to provide a complete unit, shall be furnished by the successful bidder at the bid price and shall conform in strength, quality of material and workmanship to that usually provided by accepted engineering practice and indicated in this specification. The vehicle shall comply with all applicable Kentucky and Federal motor vehicle specifications. Brand names are given as examples and are not meant to be restrictive. Any substitutions must be described and explained. The Library shall be the sole judge of quality, construction, and suitability. Price shall be a major factor in the award, but the Library evaluation team reserves the right to select the bookmobile it determines will best meet the needs of KCPL.

II. Manufacturer's Warranty

As the Library is obligated to purchase equipment which will give service over a long life, the successful bidder (hereafter referred to as the Contractor) may be required to furnish a warranty by the manufacturer that the equipment bid is suitable for the service intended in accordance with the specifications. The Contractor shall agree to replace and install without charge within the warranty any defective parts or any parts not suitable for the service intended. All warranty work shall be completed within a 20-mile radius from the Library. Warranties for all equipment and materials included on this vehicle shall be assigned to the Library. The warranty period is to begin when the Library places the vehicle into service, or the completion of operational testing, whichever occurs first. The Contractor is responsible for the satisfactory resolution of all warranty claims and repairs related to this purchase including the vehicle and any other equipment not of their manufacturer.

III. Service

In order that the Library may be assured of being able to maintain and repair equipment purchased, the manufacturer shall have a satisfactory record of producing and providing service, or providing replacement parts, for this type of equipment.

In addition, the Contractor shall designate service facilities in and around Kenton County capable of performing most repairs associated with the equipment supplied. These facilities shall be stocked with common replacement and high wear parts, as maybe designated by the equipment manufacturer.

The Contractor shall place the Library on a mailing list so that the Library will receive any and all service bulletins appropriate for the unit provided and shall provide notice to the Library's representative of any and all updated factory training seminars/workshops when available.

IV. Pre-Award Conference

Attendance, virtual or in-person, by the bidder, at the bidder's expense, at a pre-award conference may be necessary to verify compliance with specifications.

V. Required Specifications

The below specifications are requirements for the vehicle requested in this bid. Where the specification pertains to a specific brand or model of equipment, KCPL will evaluate any bidder proposed alternate with emphasis on design, construction, dimensions, materials, maintenance, required parts, stocking, operator controls, and performance. To be considered an approved equal, the alternate equipment will, in the sole opinion of KCPL, meet or exceed all of the listed criteria when compared to the specified brand and model. The make, model, and manufacture of the vehicle and the assembly of all parts and components must meet or exceed current applicable Federal Motor Vehicle Safety Standards and Kentucky State requirements.

- A. Ford Transit MR HD DRW EL
- B. 10,360 pounds Gross Vehicle Weight Rating (GVWR)
- C. 148-inch wheelbase (WB)
- D. Rear doors with rear door glass, rear door wipers, and rear defroster.
- E. Backup alarm
- F. Power windows and locks
- G. Power mirrors
- H. Upfitter Package
 - 1. High capacity upfitter switches
 - 2. Large center console
 - 3. Auxiliary fuse panel with high spec interface connector
 - 4. Dual AGM batteries
 - 5. Modified vehicle wiring system
- I. Alarm system
- J. Two (2) additional Ford vehicle keys
- K. Four (4) balanced LED ceiling lights
- L. One (1) 1000W Xantrex inverter
 - 1. To be wired to all vehicle outlets
- M. Backup camera and color monitor
- N. Rear bumper sonar
- O. WIFI dual carrier Cradle Point with 5G capability
- P. Instant workstation wall accessory with outlet in wall
- Q. Interior outlets
- R. Two (2) stacks of shelving containing a minimum of six (6) Acore shelves
- S. Four (4) custom carts attachable to wall
 - 1. Must not straddle wheel wells
- T. Four (4) wall-mounted cart tie downs
- U. 3-piece full length, flush mounted floor track
- V. Full-width bulkhead with door behind passenger & driver seats
- W. Load space mounted PA/CD/RADIO
- X. Marine grade exterior mounted speakers
- Y. Ricon brand power life – rear wall mounted
- Z. Fan-Tastic brand reversing ceiling vent fan
- AA. Full coverage wrap for vehicle
 - 1. Design and implementation to be decided.

VI. Latest Models

Bidders shall bid the latest models of all equipment and materials. All equipment furnished shall be new and unused. Factor rebuilt equipment is unacceptable.

VII. Bid Clarifications

- A. Wherever references are made to drawings, it shall be interpreted as a reference to drawings submitted by the bidder.
- B. In case of any discrepancy between the drawings and the specifications, the Kenton County Public Library specifications shall have precedence.
- C. Construction shall be such that all mechanical components furnished with this unit are accessible for inspection, adjustment, maintenance, repair, and replacement through the use of moveable shelves and/or removable panels.
- D. The materials and equipment selected shall be the most reliable and efficient for the intended use.

VIII. Submission & Timeline

Within sixty (60) days of the award of the contract, the successful bidder shall submit two (2) sets of drawings giving full information as to the dimensions, materials, and arrangement of the proposed bookmobile. These drawings shall be sent to Seth Longland, Outreach Services Branch Manager, KCPL.

Bidders must provide a timeline from the time the bid is awarded to delivery of the unit to the Library. Any changes to the timeline must meet with the written approval of the Library.