

**OFFICE OF COUNCIL SERVICES
COUNTY OF MAUI**

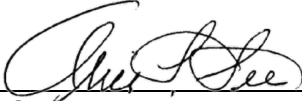
RELEASE DATE: NOVEMBER 9, 2023

**INVITATION FOR BIDS (IFB)
No. 24-002OCS**

**FURNISH AND DELIVERY OF
ONE (1) PASSENGER MINI-VAN FOR THE
OFFICE OF COUNCIL SERVICES
F.O.B.: 200 SOUTH HIGH STREET, WAILUKU, HI**

BIDS WILL BE RECEIVED UP TO 2:00 P.M. HST ON
NOVEMBER 21, 2023

AT THE OFFICE OF COUNCIL SERVICES, 200 SOUTH HIGH
STREET, **ROOM 703**, WAILUKU, HAWAII 96793. SEND
QUESTIONS RELATING TO THIS SOLICITATION TO
MARLENE REBUGIO, OFFICE OF COUNCIL SERVICES, AT
COUNTY.COUNCIL@MAUICOUNTY.US.



ALICE L. LEE
Council Chair
County of Maui

TABLE OF CONTENTS

| | |
|-----------------------|---------|
| 1) NOTICE TO OFFERORS | 1 |
| 2) SPECIAL PROVISIONS | 2 - 4 |
| 3) SPECIFICATIONS | 5 - 7 |
| 4) BID/OFFER FORM | 8 - 9 |
| 5) QUESTIONNAIRE | 10 - 12 |

**NOTICE TO OFFERORS
(Chapter 103D, HRS)**

IFB SOLICITATION NUMBER: 24-002OCS

**OFFICE OF COUNCIL SERVICES
COUNTY OF MAUI**

Pursuant to Hawaii Revised Statutes (HRS), Chapter 103(D), as amended, sealed offers shall be received up to and be publicly opened at **2:00 p.m. on Wednesday, November 21, 2023**, by the Office of Council Services, County of Maui, 200 South High Street, Room 703, Wailuku, Hawaii, 96793, for the following:

**FURNISH AND DELIVERY OF
ONE (1) PASSENGER VAN
TO THE OFFICE OF COUNCIL SERVICES
COUNTY OF MAUI**

Specifications and Offer Form may be examined or obtained from the Office of Council Services, County of Maui, 200 South High Street, Room 703, Wailuku, Hawaii, 96793. Copies may also be obtained by e-mailing county.council@mauicounty.us. If you have questions relating to this invitation, please contact Marlene Rebugio, Office of Council Services Support Supervisor at (808) 270-7838 or send an email to county.council@mauicounty.us.

Offerors are required to comply with HRS Chapter 103(D), as amended, and any rules, regulations, and policy directives promulgated and/or issued pursuant thereto. Offerors shall also meet the requirements of HRS Chapter 437, as amended, the State of Hawaii Motor Vehicle Industry Licensing Act.

Offerors interested in responding to this solicitation, may submit its offer on the attached **Bid Form** provided. Offeror registers its company by e-mail for this specific solicitation. If Offeror does not register its company, Offeror will not receive addenda, if any, and its offer may be rejected and not considered for the award.

Registration or Request for Copy of Solicitation

Submit e-mail to: county.council@mauicounty.us

Provide the following information:

- Name of Company
- Mailing address
- Name of contact person
- Telephone number
- E-Mail address
- Solicitation Number responding to.

SPECIAL PROVISIONS

**FURNISH AND DELIVERY OF
ONE (1) PASSENGER VAN
TO THE OFFICE OF COUNCIL SERVICES
COUNTY OF MAUI**

IFB 24-002OCS

- 1) Pursuant to Chapter 103-D, HRS, sealed offers must be received at the Office of Council Services, Maui County, 200 South High Street, Room 703, Wailuku, HI 96793 or by e-mail, county.council@mauicounty.us by 2:00 o'clock p.m. on Wednesday, November 21, 2023, at which time all sealed offers will be publicly opened.
- 2) Offerors are required to comply with the current procurement code, HRS, Chapter 103-D, any rules and regulations and policy directives issued with respect to Chapter 103-D and any amendments thereof.
- 3) The furnishing and delivery of one (1) passenger mini-van to the Office of Council Services, County of Maui, will be subject to the Minimum Specifications, Questionnaire, Special Provisions, Offer Form and General Terms & Conditions in this order of priority.
- 4) Offer must include all applicable taxes, except Federal Excise Tax from which the County is exempt, and delivery charges F.O.B. 200 South High Street, Wailuku, freight prepaid.
- 5) Offerors must submit a completed **Bid Form**, enclosing the current printed specifications and literature describing the equipment offered.
- 6) Vehicle must be delivered fully fueled, assembled and operational.
- 7) Manufacturer's brands and stock/part numbers specified do not denote a preference for that make but specify the level of quality desired. Alternate brands found to be equal to or greater in quality to the brand specified may be accepted, however the burden to prove equality must rest with the Offeror.
- 8) A factory authorized service facility must be located on the island of Maui.
- 9) The Council Chair reserves the right –
 - a. to withhold confirmation of award for a period of sixty (60) calendar days from the date of bid opening; and

- b. to increase or decrease the quantity any time prior to award, and the vendor agrees not to claim loss of profit from this change.
 - c. to cancel this IFB and any or all proposals rejected in whole or in part, without liability to the County, when it is in the best interest of the County.
- 10) Offeror must not submit more than one (1) offer form and must not submit more than one (1) offer for each item specified in the offer form. Doing so, will be cause for rejection of all offers from that bidder.
 - 11) A contract will be awarded to the lowest responsible and responsive Offeror, based on the lowest NET TOTAL OUTRIGHT PURCHASE PRICE. Incomplete, conditional, or irregular bids will be rejected.
 - 12) Whenever there is a mathematical error, the unit price will govern.
 - 13) A bid bond and performance bond will not be required.
 - 14) No offer will be withdrawn after the hour set for the bid opening.
 - 15) Delivery date will be computed from the Official Commencement Date, as specified in the "Notice to Proceed" issued by the Council Chair, County of Maui.
 - 16) Manufacturer's warranty must be enclosed with the offer form.
 - 17) Offeror must deposit the sealed offer with attention to Council Chair, Office of Council Services, County of Maui, 200 South High Street, Room 703, Wailuku, Maui, Hawaii 96793 or e-mail offer to county.council@mauicounty.us.
 - 18) Offers must be received by 2:00 o'clock p.m. on the date designated for the bid opening. Offers mailed and postmarked earlier than the date and time specified, but time stamped later will be rejected.
 - 19) Any questions pertaining to this solicitation may be directed to Marlene Rebugio, Office of Council Services. Telephone: (808) 270-7838 or county.council@mauicounty.us.
- Questions must be received at least ten (10) calendar days prior to the bid opening date. Any acceptable modifications or clarifications must be made by issuance of an addendum and will be given by written notice to all parties.
- 20) The Purchasing General Terms and Conditions for Goods and/or Services for the County of Maui applies and available by navigating to the

Purchasing Division Page on the County website at www.mauicounty.gov:https://www.mauicounty.gov/DocumentCenter/View/3186/Goods-and-Services-?bidId=.

- 21) In accordance with Section 3-122-112, as amended, of the Hawaii Administrative Rules, the successful Offeror must produce the following documents:
- a. Tax Clearance Certificate
 - b. DLIR Certificate of Compliance
 - c. Certificate of Good Standing from the DCCA

The awarded vendor is encouraged to use the Hawaii Compliance Express website to assist them in obtaining the above certificates. The state website is <http://vendors.ehawaii.gov>.

**MINIMUM SPECIFICATIONS
IFB 24-002OCS**

**ONE (1) PASSENGER MINI-VAN
FOR THE OFFICE OF COUNCIL SERVICES, COUNTY OF MAUI**

F.O.B. 200 SOUTH HIGH STREET, WAILUKU, HI 96793

It is the intent of these specifications to describe the minimum requirements of one (1) passenger mini-van for the Office of Council Services, Maui County. Any item not listed but required for the proposed model to be considered complete must be furnished. Any item(s) listed as standard equipment in manufacturer's publications, are assumed to be included in the Offeror's proposal and must be furnished.

- A) Delivery time of the vehicle must be as specified in the proposal, and the responsibility for the vehicle remains with the contractor until satisfactory completion of the acceptance tests and formal written acceptance by the Office of Council Services, County of Maui.

- B) Acceptance of the vehicles will be made by the Office of Council Services, County of Maui upon delivery of the equipment, when final inspection and field testing have been completed and necessary corrections to discrepancies are made.

MODEL: New and undemonstrated 2024 vehicle

TYPE: 4-Door Passenger Mini-Van with Hatchback Door

ENGINE: 3.5L V-6 cylinder

DRIVETRAIN: Front wheel drive

TRANSMISSION: 10 speed automatic transmission

POWERTRAIN:

- Fuel economy combined, 22mpg
- Fuel tank capacity minimum 18gal
- Towing capacity minimum 3,500lbs
- Horsepower minimum 280hp
- Mode select transmission
- Number of valves, 24
- Torque minimum 262 lb.-ft.

DIMENSIONS:

- 3rd row headroom, 38" min
- 3rd row legroom, 38" min
- 3rd row shoulder room, 60" min
- Exterior body width, 78" min
- Exterior height, 69" min
- Exterior length, 205" min
- Rear headroom, 39" min
- Rear legroom, 40" min
- Front headroom, 40" min
- Front legroom, 40" min
- Front shoulder room, 63" min
- Interior rear cargo min 30 cu.ft.
- Rear shoulder room, 61" min
- Turning radius minimum 18' min
- Wheelbase, 118" min

- SUSPENSION:** Four Wheel independent suspension with front & rear anti-roll bar
- BRAKES:**
- 4 Wheel disc brakes
 - ABS brakes
 - Brake assist
 - Collision mitigation braking system and forward collision warning mitigation.
- STEERING:** Power steering and speed-sensing steering
- WHEELS/TIRES:** Wheel size minimum 17"
Factory installed alloy wheels
One spare, secured jack, and tire wrench-secured in trunk
- CLIMATE CONTROLS:** Factory installed air conditioning with R134A refrigerant & air filtration system. Tri-zone climate controls electronic automatic temperature control. Second row seating climate controls. Rear window defrost. Rear seating head ducts.
- INTERIOR:**
- 8 passengers minimum
 - Leather seats and trim
 - Front bucket seats
 - Driver/passenger power 4-way lumbar support
 - Driver/passenger power seat
 - Driver/passenger mounted armrest
 - Rear seat center armrest
 - Rear seats folding position, fold forward seatback
 - Split folding rear seat
 - Rear and 3rd row seats split-bench
 - Reclining 3rd row seat
 - Illuminated entry
 - Telescoping steering wheel
 - Tilt steering wheel
 - 1st row LCD monitors
 - A/V remote cabin control
 - AM/FM radio
 - Primary LCD size, 8.0"
 - Radio data system
 - Smart device integration
 - Car play/android auto
 - Speakers, 7
 - Steering wheel mounted audio controls
 - Wireless phone connectivity: Bluetooth hands free link
 - Power windows
- EXTERIOR COLOR:** White, grey, or equal
- INTERIOR COLOR:** Black, grey, beige or equal
- KEYS:** Two (2) sets of keys and remote keyless entry FOBs must be provided with vehicle.
- FIRE EXTINGUISHER:** 2 ½ lb. ABC dry chemical type, UL approved to be included with vehicle.

MANUALS:

One (1) copy of the operator's manual.
One (1) copy of the manufacturer's installation and service manuals.
One (1) copy of all technical service bulletins covering vehicles purchased under this contract.
Electronic copy of three (3) mentioned manuals listed above.

SAFETY:

- Must meet all Federal, State, and County highway safety requirements.
- Anti-whiplash Front Head Restraints
- Ignition disable
- Panic alarm
- Cross traffic monitor warning
- Front pedestrian detection prevention
- Dual front impact airbags
- Dual front side impact airbags
- Knee airbag
- Occupant sensing airbag
- Overhead airbag
- Security system
- Traction control
- Electronic stability
- Rear view camera with monitor
- Reverse sensors

MISCELLANEOUS:

- Ground Clearance Min 4.5”
- Rear cargo lift gate
- Turn signal indicator mirrors right & left rear passenger power sliding doors
- Power Door Mirrors
- Power Door Locks
- USB Ports for Front & Middle Row Seating
- Rust preventive treatment throughout.
- Factory solar tinted glass throughout
- Door edge guards (not film type)
- Any other standard items of equipment, components, and accessories as listed in the manufacturer’s specifications and/or brochures necessary for a complete operating unit whether specified or not will be included.

WARRANTY:

Manufacturer’s standard warranty to be listed on company form with bid.

BID FORM
FURNISH AND DELIVERY OF
ONE (1) PASSENGER VAN
TO THE OFFICE OF COUNCIL SERVICES
COUNTY OF MAUI

IFB 24-002OCS

Council Chair
County of Maui
Wailuku, Maui, Hawaii 96793

DATE

Dear Council Chair:

The undersigned hereby agrees to furnish and deliver one (1) passenger mini-van to the Office of Council Services, County of Maui, for the amount set forth below, all in strict compliance with the Special Provisions, Questionnaire, Minimum Specifications, General Terms & Conditions and this Offer Form.

ONE (1) PASSENGER MINI-VAN

F.O.B.: 200 SOUTH HIGH STREET, WAILUKU, HI

Year, Make & Model:_____

NET TOTAL OUTRIGHT PURCHASE PRICE \$_____

DELIVERY SHALL BE WITHIN _____ CALENDAR DAYS FROM THE
“NOTICE TO PROCEED” ISSUED BY THE COUNCIL CHAIR

The undersigned must acknowledge receipt of any addendum issued by the Department of Finance by recording in the spaces below the date of receipt.

Addendum No.1 _____

Addendum No.3 _____

Addendum No.2 _____

Addendum No.4 _____

Respectfully submitted,

NAME OF FIRM**

SIGNATURE OF OFFEROR

ADDRESS OF FIRM

PRINT OR TYPE NAME OF OFFEROR

TELEPHONE & EMAIL

PRINT OR TYPE TITLE OF OFFEROR

DATE SIGNED

FEDERAL ID/SOCIAL SECURITY NO.
(FEDERAL ID No. for Partnerships and Corporations only)

HAWAII STATE GENERAL EXCISE TAX LICENSE NUMBER

PLEASE SPECIFY TYPE OF ORGANIZATION:

INDIVIDUAL ____ PARTNERSHIP ____ CORPORATION ____

STATE OF INCORPORATION: _____

OTHER ____ PLEASE SPECIFY

** If Corporation, please attach to this page evidence of the authority of this officer to submit a bid on behalf of the corporation. Such authority must be in the form of a corporate resolution. Also give the names and addresses of the officers of the corporation.

QUESTIONNAIRE

Offeror must complete and submit this questionnaire with their offer. **FAILURE TO COMPLY WITH THIS REQUIREMENT WILL BE CAUSE FOR REJECTION OF A BID AS BEING NON-RESPONSIVE OR NON-RESPONSIBLE.**

ONE (1) PASSENGER MINI-VAN FOR THE OFFICE OF COUNCIL SERVICES, COUNTY OF MAUI

F.O.B.: 200 SOUTH HIGH STREET, WAILUKU, HI

QUESTIONNAIRE: All Offerors must fill out questionnaire in full. **FILL OUT** details **AS SPECIFIED** and **CHECK** each box for criteria met.

MODEL: _____

TYPE: 4-Door Passenger Mini-Van with Hatchback Door

ENGINE: 3.5L V-6 cylinder

DRIVETRAIN: Front wheel drive

TRANSMISSION: 10 speed automatic transmission

POWERTRAIN:

- | | |
|---|---|
| <input type="checkbox"/> Fuel economy combined, 22mpg | <input type="checkbox"/> Horsepower minimum 280hp |
| <input type="checkbox"/> Fuel tank capacity minimum 18gal | <input type="checkbox"/> Mode select transmission |
| <input type="checkbox"/> Towing capacity minimum 3,500lbs | <input type="checkbox"/> Number of valves, 24 |
| | <input type="checkbox"/> Torque minimum 262 lb.-ft. |

DIMENSIONS:

- | | |
|--|---|
| <input type="checkbox"/> 3rd row headroom, 38" min | <input type="checkbox"/> Front headroom, 40" min |
| <input type="checkbox"/> 3rd row legroom, 38" min | <input type="checkbox"/> Front legroom, 40" min |
| <input type="checkbox"/> 3rd row shoulder room, 60" min | <input type="checkbox"/> Front shoulder room, 63" min |
| <input type="checkbox"/> Exterior body width, 78" min | <input type="checkbox"/> Rear headroom, 39" min |
| <input type="checkbox"/> Exterior height, 69" min | <input type="checkbox"/> Rear legroom, 40" min |
| <input type="checkbox"/> Exterior length, 205" min | <input type="checkbox"/> Rear shoulder room, 61" min |
| <input type="checkbox"/> Front headroom, 40" min | <input type="checkbox"/> Turning radius minimum 18' min |
| <input type="checkbox"/> Interior rear cargo min 30 cu.ft. | <input type="checkbox"/> Wheelbase, 118" min |

SUSPENSION: Four Wheel independent suspension with front & rear anti-roll bar

BRAKES:

- 4 Wheel disc brakes
- ABS brakes
- Brake assist
- Collision mitigation braking system and forward collision warning mitigation.

STEERING:

- Power steering and speed-sensing steering

WHEELS/TIRES:

- Wheel size minimum 17"
- Factory installed alloy wheels
- One spare, secured jack, and tire wrench-secured in trunk.

AIR CONDITIONING:

- Factory installed air conditioning with R134A refrigerant & air filtration system. Tri-zone climate controls electronic automatic temperature control. Second row seating climate controls. Rear window defrost. Rear seating head ducts.

INTERIOR:

- 8 passengers minimum
- Leather seats and trim
- Front bucket seats
- Driver/passenger power 4-way lumbar support
- Driver/passenger power seat
- Driver/passenger mounted armrest
- Rear seat center armrest
- Rear seats folding position, fold forward seatback
- Split folding rear seat
- Rear and 3rd row seats split-bench
- Reclining 3rd row seat
- Illuminated entry
- Telescoping steering wheel
- Tilt steering wheel
- 1st row LCD monitors
- A/V remote cabin control
- AM/FM radio
- Primary LCD size, 8.0"
- Radio data system
- Smart device integration
- Car play/android auto
- Speakers, 7
- Steering wheel mounted audio controls
- Wireless phone connectivity: Bluetooth hands free link
- Power windows

EXTERIOR COLOR: _____

INTERIOR COLOR: _____

KEYS:

- Two (2) sets of keys and remote keyless entry FOBs must be provided with vehicle.

FIRE EXTINGUISHER:

- 2 ½ lb. ABC dry chemical type, UL approved to be included with vehicle.

MANUALS:

- One (1) copy of the operator's manual.
- One (1) copy of the manufacturer's installation and service manuals.
- One (1) copy of all technical service bulletins covering vehicles purchased under this contract.

Electronic copy of three (3) mentioned manuals listed above.

SAFETY:

- Must meet all Federal, State, and County highway safety requirements.
- Anti-whiplash Front Head Restraints
- Ignition disable
- Panic alarm
- Cross traffic monitor warning
- Front pedestrian detection prevention
- Dual front impact airbags
- Dual front side impact airbags
- Knee airbag
- Occupant sensing airbag
- Overhead airbag
- Security system
- Traction control
- Electronic stability
- Rear view camera with monitor
- Reverse sensors

MISCELLANEOUS:

- Ground Clearance Min 4.5"
- Rear cargo lift gate
- Turn signal indicator mirrors right & left rear passenger power sliding doors
- Power Door Mirrors
- Power Door Locks
- USB Ports for Front & Middle Row Seating
- Rust preventive treatment throughout.
- Factory solar tinted glass throughout
- Door edge guards (not film type)
- Any other standard items of equipment, components, and accessories as listed in the manufacturer's specifications and/or brochures necessary for a complete operating unit whether specified or not will be included.

WARRANTY:

Manufacturer's standard warranty to be listed on company form with bid.

NAME OF FIRM

SIGNATURE OF OFFEROR

DATE SIGNED

PRINT OR TYPE NAME OF OFFEROR

PRINT OR TYPE TITLE OF OFFEROR