



**INVITATION TO BID  
FOR  
ROWAN COUNTY**

**Ambulance Remount Specification  
# 2026-017**

**ROWAN COUNTY**  
130 West Innes Street  
Salisbury, NC 28144  
704-216-8178

[jody.farrow-bennett@rowcountync.gov](mailto:jody.farrow-bennett@rowcountync.gov)

Date Issued: Sunday, October 26, 2025

Date Due: Monday, November 24, 2025, at 10:00 AM ET

Administered By: Jody Farrow-Bennett, Purchasing Director

## NOTICE TO BIDDERS

### INVITATION TO BID

#### One (1) Ambulance Remount – Emergency Services

Rowan County is planning to remount one (1) Type III ambulance for Emergency Services (ES). All bids submitted must meet or exceed the time frame and the product/service specifications as outlined in this invitation to bid (ITB).

The existing chassis(s) are available for review.

**Bids for the Rowan County Emergency Services Ambulance Remount(s) will be accepted until Monday, November 24, 2025, at 10:00 AM ET** at the Rowan County Purchasing Department, 130 West Innes Street, Suite 31, Salisbury, North Carolina 28144. Bid documents may be obtained by contacting the Rowan County Purchasing Director or from the County website at:

Rowan County Purchasing Department  
Attn: Jody Farrow-Bennett, Purchasing Director  
130 West Innes Street, Suite 31  
Salisbury, NC 28144  
704-216-8178  
[jody.farrow-bennett@rowancountync.gov](mailto:jody.farrow-bennett@rowancountync.gov)  
<https://www.rowancountync.gov/675/Purchasing>

Submission of any bid signifies the Bidder's agreement that their bid and the content thereof, are valid for ninety (90) calendar days following the submission deadline and will become part of the contract that is negotiated between Rowan County and the successful Bidder. All prices submitted with the bid shall remain in effect for the ninety (90) days period.

Insurance requirements are listed in the document and will be required only from the awarded vendor before entering into a contract with Rowan County.

Once the ITB is public all questions related to the ITB shall be directed to the Purchasing Director. Any contact related to the ITB with County Staff and/or Board of Commissioners will be prohibited and cause for rejection.

Rowan County reserves the right to award and/or reject any and/or all bids and waive any technicalities or irregularities. For complete details, consult the bid package.

This is the 26<sup>th</sup> day of October 2025.

Rowan County



By: Jody Farrow-Bennett  
Rowan County Director of Purchasing  
and Contract Administration

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## **1. Section 1: Introduction & General Instructions**

### **1.1. Intent of Request for Bids**

The purpose and intent of this Invitation to Bid (ITB) is intended to provide vendors with a common, uniform set of specifications to assist them in the development of their proposal and to provide a uniform method for the County to fairly evaluate such proposals and subsequently select a vendor from which to contract purchase and services for ambulance remounts.

It is the Respondent's responsibility to be familiar with all federal, state, and local laws, ordinances, codes, and regulations concerning the submission of this ITB and the work it effects. Ignorance of said enactments shall not relieve the Respondent of responsibility to comply or complete the work as proposed.

The following documents make up this Request for Bids:

- a. This Document
  1. Introduction and General Information
  2. Bid Submission
  3. Evaluation of Bids
  4. Agreement & General Conditions
  5. Scope of Work
  6. Bidder Information Sheet
  7. Bid Response Form

### **1.2. Important Dates**

- |  |   |
|--|---|
| 1.2.1. Issue Date:                     | Sunday, October 26, 2025                  |
| 1.2.2. Deadline for written questions: | Monday, November 10, 2025, at 5:00 PM ET  |
| 1.2.3. Deadline for Submitting Bids:   | Monday, November 24, 2025, at 10:00 AM ET |

## **2. Section 2: Bid Submission**

### **2.1. Submission of Bids**

Bids must be presented on the **Bid Response Form** in a sealed envelope. Submit **one (1)** hard copy and **One (1)** electronic submittal in .pdf format using software such as Adobe, CutePDF or PDF Writer, to be utilized for ADA required public information.

- Electronic deliveries: [jody.farrow-bennett@rowancountnc.gov](mailto:jody.farrow-bennett@rowancountnc.gov)
- Paper Deliveries -mailings/hand-deliveries:
  - Rowan County Purchasing Department
  - Attn: Jody Farrow-Bennett, Purchasing Director
  - 130 West Innes Street, Suite 31
  - Salisbury, NC 28144

The package shall be sealed and plainly marked "**ITB 2026-017 One (1) Ambulance Remount**".

Bidders must submit one original sealed bid.

No responsibility shall be attached to Rowan County (the County) for the premature opening of any bid not properly addressed or identified.

This will be a public bid opening. Once the bid is awarded all bidders will receive notification.

Sealed Bids are due on Friday, November 14, 2025, at 9:00 AM ET; opening will be held in the J. Newton Cohen, Sr. Administration Building at 130 West Innes Street, Conference Room 101, Salisbury, North Carolina. Failure to submit a Bid by this deadline will disqualify the Bidder from consideration in this purchase.

## **2.2. Request for Clarification**

The County will not be bound by or be responsible for any interpretations or conclusions drawn from this ITB. All questions or requests for clarification or additional information must be submitted in writing no later than 5:00 pm on Monday, November 10, 2025. These written questions or requests must be submitted to Jody Farrow-Bennett, Purchasing Director, by mail or e-mail. Any questions the County feels are pertinent to all interested bidders will be delivered to all participating bidders as addenda to this ITB. All addendums will be posted on the County website <https://www.rowancountync.gov/675/Purchasing> and it is the responsibility of the Bidder to check for any addendums. The addenda for clarification will be posted by 5:00 pm on Friday, November 14, 2025.

In addition, the County assumes no responsibility for conclusions or interpretations derived from technical and background information presented in this ITB, or otherwise distributed or made available during this procurement process. The County will not be bound by or be responsible for any explanation, interpretation or conclusions of this ITB or any documents provided by the County, other than those given in writing by the County, through the issuance of addenda. It is the full responsibility of the Bidder to thoroughly investigate the needs/requirements of the County not necessarily assumed in this ITB.

## **2.3. Errors and Omissions**

The Bidder shall not take advantage of any errors or omissions in this ITB and shall promptly notify the County of any omissions or errors found in this document.

## **2.4. Signed Bid Considered an Offer**

Receipt of a signed bid shall be considered an offer on the part of the Bidder. The terms, conditions, and specifications of this ITB will become part of the contract if the bid shall be deemed approved and accepted by the County. In the event of a default on the part of the Bidder after acceptance by the County, the County may take such action as it deems appropriate, including legal action for damages or specific performance.

## **2.5. Insurance Coverage**

The Bidder shall not commence work under this contract until all insurance required under this section has been obtained. The Bidder shall not allow any subcontractor to commence work that has been subcontracted until similar insurance has been obtained by the subcontractor. Also, the Bidder agrees that once awarded and during the term of this contract, the Bidder, at their sole cost and expense, shall provide commercial insurance of such type and with such terms and limits as may be reasonably associated with the contract. At a minimum, the Bidder shall provide and maintain the following coverage and limits:

### **2.5.1. WORKER'S COMPENSATION**

Worker's compensation insurance as required by North Carolina law to cover all of the Provider's employees engaged in any work under the Agreement. Workers' Compensation in the minimum amount of \$500,000 employer's liability. A Certificate of Insurance shall be issued confirming the above coverage. The Certificate must include a clause obligating the Insurer to give thirty (30) days prior notice in the event of cancellation of or major change in the insurance.

### **2.5.2. COMPREHENSIVE GENERAL LIABILITY**

The Contractor shall maintain Comprehensive General Liability coverage in amounts not less than \$500,000 per occurrence / \$1,000,000 aggregate. This Certificate must also include a clause obligating the insurer to give

thirty (30) days prior notice in the event of cancellation of or major change in the insurance and **name the County as an additional insured.**

This coverage must include:

1. Blanket contractual coverage for the liability assumed by the Contractor under the indemnity provision of the contract involved. Such a Certificate must specifically state that the contractor is insured, and it must be signed by the insurance company, not the agent or broker.
2. Contractor's protective coverage for his subcontractors.

#### 2.5.3. **COMPREHENSIVE AUTOMOBILE LIABILITY**

The Contractor shall maintain Comprehensive Automobile Liability covering all owned, hired, and non-owned vehicles used in connection with this Agreement. The minimum combined single limit shall be \$1,000,000 for bodily injury and property damage; and \$1,000,000 uninsured/underinsured motorist coverage. A Certificate of Insurance shall be issued confirming this coverage. The Certificate must include a clause obligating the insurer to give thirty (30) days prior notice in the event of cancellation of or major change in the insurance.

Any exceptions must be agreed upon by the County.

This insurance shall have been issued by a Company rated "A+" as reported in the current edition of Best's Key Rating Guide, published by Alfred M. Best Company, Inc.

#### 2.6. **Conflict of Interest**

All Bidders must disclose in writing with their bid the name of any owner, officer, director or agent who is also an employee of the County. All Bidders must also disclose in writing with their bid the name of any employee of the County who owns, directly or indirectly, an interest of five percent (5%) or more in the Bidder's firm or any of its branches or subsidiaries. By submitting a bid, the Bidder certifies that there is no relationship between the Bidder and any person or entity which is, or gives the appearance of, a conflict of interest related to this ITB or project.

### 3. **Section 3: Evaluation of Bids**

#### 3.1. **Award Criteria**

The County will award based on the lowest responsible, responsive bidder, taking into consideration references, manufacturer's experience, completeness of proposal, exceptions, quality, performance, and the time specified in the bids for the performance of the contract.

#### 3.2. **Liquidated Damages**

Liquidated Damages shall be assessed and levied against the vendor not attaining substantial completion of the contractual work in the amount of time indicated in their response. The damage amount applicable to the awarded vendor shall be as listed below and shall begin the day following the scheduled date of substantial completion (plus any written, approved extensions) and continue until final acceptance is obtained.

Each day following the intended substantial completion date for work not found substantially complete will be subject to damage assessment at the following rate:

\$150.00 per calendar day.

**3.3. Pricing**

Submission of any bid signifies the Bidder's agreement that its bid and the contents thereof are valid for ninety (90) calendar days following the submission deadline and will become part of the contract that is negotiated between the County and the successful Bidder. All prices submitted with the bid shall remain in effect for the ninety (90) days period.

**3.4. Required Information**

The following information must be included in the bid:

- 3.4.1. Warranty on goods and services. (Bid Response Form)
- 3.4.2. Specification – Filled out.
- 3.4.3. Bidder Information Sheet
- 3.4.4. Bid Response Form - Signed

**4. Section 4: Agreement & General Conditions**

**4.1. Timeline to Execute Contract**

As time is of the essence, the Bidder is required to begin and/or commence the work to be performed under this contract within the time specified on the Bid Form. Failure by the Bidder to begin and/or complete the work within the contract time shall be assessed as a penalty for each day of overrun. The Bidder hereby agrees to execute this contract and that said charges are considered a just and reasonable compensation to the County and said charges shall be deducted from payment.

**4.2. Availability of Funds**

A contract for this project will be awarded and deemed binding only to the extent of appropriated funds for the purpose set forth in this ITB.

**4.3. Delivery/Payment/Invoicing**

The vehicle(s) shall, at the time of delivery, conform to the minimum requirements of the latest standards covering vehicles of this type. This shall include federal, state and local requirements.

The vehicle(s) shall be delivered FOB to the Rowan County Facilities Department at 425 Airport Road, Salisbury, NC 28147 and notify the Fleet Manager of delivery by email to Chris Eller - [christopher.eller@rowancountync.gov](mailto:christopher.eller@rowancountync.gov)

Payment will be NET 30, upon receipt of invoice.

**4.4. Non-Discrimination**

The Bidder shall not discriminate against any individuals and will take proactive measures to assure compliance with all Federal and State requirements concerning fair employment, employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination based upon age, race, color, religion, sex, national origin or disability.

**4.5. Collusive Bidding**

The Bidder's signature on the Bid Form is a guarantee the prices quoted have been arrived at without collusion with other eligible Bidder(s) and without effort to preclude the County from obtaining the lowest possible competitive price.

**4.6. General Indemnity**

The Bidder shall save and hold harmless, protect, defend and indemnify the County (including the County Manager, the Board of Commissioners, as well as Rowan County officers, agents and employees) from and

against any demand, claim, suit, loss, expense or damage which may be asserted against any of them in their official or individual capacities by reason of any alleged damage to property, or injury to, or death of, any person arising out of, or in any way related to, any action or inaction of the Bidder (including its officers, agents and employees) in the performance or intended performance of this contract, or the maintenance of any facility, or the operation of any program, which is the subject of, or is related to, the performance of this contract. The obligations of the Bidder pursuant to this paragraph shall not be limited in any way by any limitation in the amount or type of proceeds, damages, compensation or benefits payable under any policy of insurance or self-insurance maintained by, or for the use and benefit of, the Bidder. As an integral part of this contract, the Bidder agrees to purchase and maintain, during the life of this contract, contractual liability insurance in the amount required in the general liability insurance requirements and to furnish proper evidence thereof with the County named as an additional insured.

#### **4.7. Warranty**

The Bidder shall provide a minimum one-year warranty for all materials and workmanship. To be specified on the Bid Response Form.

#### **4.8. Assignment**

The successful Bidder shall be the prime Contract and shall be solely responsible for all contractual performance. The Bidder shall not assign, transfer, convey, sublet, or otherwise dispose of its agreements with the County, or its rights, title or interests herein, or its power to execute such agreement, to any other person, company or corporation without the previous written consent and approval of the County.

#### **4.9. Termination**

If the County shall determine that it is in the County's best interest, the County shall notify the Bidder to terminate the work within seven (7) days. In such an event, the Bidder shall be entitled to compensation for all work properly executed and any expenses incurred in terminating the contract and vacating the County work site.

No claim shall be made by the Bidder for any loss of anticipated profits because of any alteration, change or termination, or by reason of any variation between the approximate quantities and the quantity of work as done.

### **5. Section 5: Scope of Work**

Rowan County Emergency Services is planning to remount (1) existing Type III ambulance, currently mounted on Ford E450 Chassis'. The County is seeking to remount the existing models onto a van cutaway style chassis configuration. This unit is identified as:

- Unit # 1924 – Currently mounted on a 2018 Ford E450 158-inch chassis.

#### **5.1. Scope:**

Rowan County is seeking the remounting of an existing ambulance onto a van cutaway style chassis configuration, similar/identical to the existing unit.

**5.2. Specification:**

**Unit # 1924 - 2018 Ford E450 - 158-inch chassis.**

SPECIFICATIONS	COMMENTS or ALTERNATIVES
Remount of and Cutaway Van Ambulance (type III)	
Remount onto 2025 or newer, Van Cutaway Chassis, largest Gas Engine available, 158"WB. Must meet or exceed all GVWR ambulance standards as specified in CAAS 3.0	
Replace OEM mirrors with Velvac brand aftermarket mirrors. Mirrors should have same functionality as existing, OEM mirrors.	
OEM High Idle Controls	
Anti-Theft, Sound Off Signal ETISSO Ignition Security Systems	
Clean/Inspect existing console. Replace only as needed. If replacement is warranted, switch location, radio location and computer mounting should mirror existing console w/2 Cupholders, Large Map Slot and FWD Flat Section for Computer Bracket. Repair/cover any/all existing hole(s) in console. All repair work should be professional in nature with like/same materials as existing console	
Stealth Switch, Cab/Mod Unlock Switch, Upper Driver side of Cab Grille	
Running Boards, Grip Strut, Pair	
Aluminum "Alcoa Style" wheels front and outside rear with Steel mounted on the inside rear. Rear wheels shall be separated by approved "barrier", separating unlike metals.	
Inspect siren speakers, if replacement(s) are required, must be Dual Federal Signal, 100 Watts, In bumper	
Transfer and install radio and antenna(s) from existing chassis to new chassis. Radio must be fully functional upon remount completion and should be wired in a manner that it shuts off when ignition is in 'off' position	
Grille Guard and Replacement reinforced Bumper which meets or exceeds Manufacturer Specifications (Bull Bars will not be accepted) All Siren Speakers (named above) and air horns shall be mounted within bumper unless approved otherwise. Grill guard must NOT prohibit forward facing emergency lighting.	
Replace all AC electrical connections and covers on exterior of module. Install new plastic "engraved" placard labeling of AC outlets	

**Unit #1924 Continued**

<b>SPECIFICATIONS Cont.</b>	<b>COMMENTS or ALTERNATIVES Cont.</b>
Install "Grover" style airhorns with trumpet located as noted above. Air Horns shall be mounted "Sideways" to prevent damage	
Emergency Lighting – Reuse Existing Lights where able. If unable to reuse any existing lights, replace with same style. Any changes will need to be approved by Rowan EMS prior to installation. Any replacement Flanges required should be Whelen 900 to fit existing lighting, chrome	
Inspect / replace as needed lighting Flanges, Whelen Chrome to match existing	
Paint – Exterior of chassis shall be completely inspected. Any scratches and required body work shall be repaired and repainted to a color (white) matching chassis and original module color. Any exterior graphics removed shall be replaced with customer supplied design. (change from existing)	
Transfer Lights Whelen TIR6 500 LED, Red/Clear – Front Grille. Replace as needed with same as removed. Any variations must be preapproved by Rowan EMS	
Heat/AC – Inspect and replace existing HVAC unit. Replacement should be with dual input AC/DC unit and shall be "Hoseline" brand or equivalent style unit.	
Install and connect to power Knox brand KnoxLock MedVault 2.75, Large Capacity, Surface Mount, eKEY Override, STD Door with Wi-Fi. Exact location to be determined upon prebuild	
Back up Camera Monitor- Inspect, Remove and Transfer from Existing Unit	
Replace Rear Bumper, Complete with folding, grip style step. Treadplate shall not extend below support bars. This is to prevent "Rolling" of treadplate when bumper drags over hard surface(s)	
Test entire Oxygen delivery system. Repair any leaks or damaged portions of integral hose(s).	
Black Undercoating, Rear Bumper Supports	
Replace all 'Anti-Skid' tape and all entrances and exits of module	
Non-Emergency 'Scene' Lights – Reuse Existing Lights where able. If unable to reuse any existing lights, replace with same style. Any changes will need to be approved by Rowan EMS prior to installation. Any replacement Flanges required should be Whelen 700 to fit existing lighting, chrome	

**Unit #1924 Continued**

<b>SPECIFICATIONS Cont.</b>	<b>COMMENTS or ALTERNATIVES Cont.</b>
Emergency Lighting – Reuse Existing Lights where able. If unable to reuse any existing lights, replace with same style. Any changes will need to be approved by Rowan EMS prior to installation. Any replacement Flanges required should be Whelen 900 to fit existing lighting, chrome	
Inspect / replace as needed lighting Flanges, Whelen Chrome to match existing	
Module Interior - Clean & Inspect	
Paint – Exterior of module shall be completely inspected. Any scratches and required body work shall be repaired and repainted to a color (white) matching chassis and original module color. Any exterior graphics removed shall be replaced with customer supplied design. (change from existing)	
Transfer Lights Whelen TIR6 500 LED, Red/Clear – Front Grille. Replace as needed	
Graphics, module area. Exact colors and graphics to be determined during prebuild. Any decals removed during body repair shall be replaced and shall match original decals. If entire graphics from box are removed, customer shall supply design on new, replacement graphics	
Repair any minor body work on sides of Module	
Stryker PowerLOAD cot system - transfer from existing module, tested in working order prior to delivery	
Replace any missing drip rails on module	
Inspect/replace as needed all grabrails located throughout module	
Inspect all existing rub rails; replace them as needed with same as existing	
Install ground clearance lighting, wired to illuminate upon opening of any exterior doors.	
Replace Inverter with pure sine wave inverter commensurate with existing capacity or larger.	
Inspect / replace aluminum fuel filler cap housing. Repair any bodywork if modifications are needed	
Inspect and/or replace as needed any aluminum “Diamond Plate” on exterior of module	
Replace existing “door grabbers” on rear module door. Each door shall have two (2) grabbers	
Replace all door latches and associated connecting rods	
Inspect/replace as needed interior Captains Seat with four (4) point restraining seat. Must be of integral child seat style	

**Unit #1924 Continued**

<b>SPECIFICATIONS Cont.</b>	<b>COMMENTS or ALTERNATIVES Cont.</b>
Test / replace as needed interior module electrical switches. Any replacements shall be of same style as existing switches	
Inspect all module compartmentation Lexan doors. Replace any found to be cracked or broken with same style as existing.	
Inspect bench seat padding and vinyl. Recover as needed.	
Install two (2) new portable O2 brackets; location to be determined.	
Install one (1) SIERRA XR60 5G AIRLINK 5G Airlink wireless gateway, provided by the dealer or manufacturer. The XR60 5G shall be installed in the cabinet containing existing gateway and shall be powered by the unswitched 12v, +/- 15-amp circuit that is connected to the isolated third battery. Any devices removed shall be returned to customer.	
Replace all exterior module door gaskets with new, watertight gaskets	
Install Aeroclave connection port. Exact locations and specifics to be provided during prebuild meeting	
Replace all seatbelts throughout module. All seatbelts should be red in color and meet or exceed all current SAE Automotive and CAAS 3.0 standards. Seatbelt and anchorages must meet or exceed Motor Vehicle Seat Belt Anchorages - Performance Requirements, Seat Belt Hardware Performance Requirements (STABILIZED Jul 2022) J141_202207	
Replace rear bumper. Any replacement components shall be with material and style that matches or exceeds the existing bumper	
Inspect / replace as needed rear Tow Hook surround mounting brackets with same or similar style as existing brackets	
Completely inspect and repair any holes found on exterior of module to include exterior doors, side panels, or other areas which are not designed to have such holes. Replace any missing drip rails	
Completely inspect all 'rub-rails' along bottom of module. Any replacements shall be of same style as existing rub-rails	
Replace both electrical shoreline covers. Inspect and replace as needed all connecting receptacles, verifying all wiring is connected and functioning properly to meet CAAS 3.0 and UL requirements	
Install "Brow" Light under evaporator. Light shall be switched on console and shall be wired separate from all other emergency or non emergency lighting but may be wired through the module 'Master' switch.	

**Unit #1924 Continued**

<b>SPECIFICATIONS Cont.</b>	<b>COMMENTS or ALTERNATIVES Cont.</b>
All freight cost must be reflected including transport of existing unit, return of existing chassis and any freight costs for the new completed unit.	
Estimated Build Time from award of Bid	

**6. Section 6: Bidder Information Sheet**

1. COMPANY NAME: \_\_\_\_\_
2. OWNER OF COMPANY: \_\_\_\_\_
3. NUMBER OF YEARS IN BUSINESS: \_\_\_\_\_
4. NUMBER OF PERSONS EMPLOYED ON REGULAR BASIS: \_\_\_\_\_
5. WHO WILL BE THE COUNTY'S CONTACT PERSON IN THE EVENT YOUR FIRM IS AWARDED THE CONTRACT?  
NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

**7. Section 7: Bid Response Form**

The undersigned proposes and agrees that if this bid is accepted to contract with Rowan County, North Carolina for the furnishing of all equipment and labor necessary to complete the scope of work described in the Invitation to Bid documents in full and complete accordance with specifications and contract documents, and to the full and entire satisfaction of Rowan County, North Carolina for the prices provided below. Pursuant to the provisions of NC G.S. 143-54 under penalty of perjury, the signer of the bid certifies that this bid has not been arrived at collusively or otherwise in violation of Federal or North Carolina antitrust laws.

The following addenda are acknowledged: \_\_\_\_\_ dated \_\_\_\_\_  
\_\_\_\_\_ dated \_\_\_\_\_

\_\_\_\_\_  
COMPANY NAME FEDERAL ID#

\_\_\_\_\_  
STREET ADDRESS PO BOX CITY STATE ZIP

\_\_\_\_\_  
TELEPHONE # FAX #

\_\_\_\_\_  
DAYS TO COMPLETE

WARRANTY ON MATERIALS: \_\_\_\_\_

WARRANTY ON WORKMANSHIP: \_\_\_\_\_

WARRANTY ON PAINT/BODYWORK: \_\_\_\_\_

TOTAL COST – UNIT 1924 \$ \_\_\_\_\_ ESTIMATED DELIVERY DATE: \_\_\_\_\_

IF ORDERED BY: \_\_\_\_\_

**Total** \$ \_\_\_\_\_

**Plus 10% Contingency** \$ \_\_\_\_\_

**Total Bid\*** \$ \_\_\_\_\_

\*Sum quoted includes all applicable taxes, bonds, permits, licenses, insurance cost, if any, and all other cost incidental to the resultant contract.

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
SIGNATORY'S NAME (printed)

\_\_\_\_\_  
SIGNATORY'S TITLE (printed)