



**INVITATION TO BID  
FOR  
ROWAN COUNTY**

**Ambulance Remount Specification  
# 2025-016**

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

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

Date Issued: Friday, November 15, 2024

Date Due: Friday, December 13, 2024, at 9:00 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 December 13, 2024, at 9:00 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 15<sup>th</sup> day of November 2024.

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:                     | Friday, November 15, 2024                   |
| 1.2.2. Deadline for written questions: | Wednesday, November 27, 2024, at 5:00 PM ET |
| 1.2.3. Deadline for Submitting Bids:   | Friday, December 13, 2024, at 9:00 AM ET    |

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

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

Bids must be presented on this **Bid Response Form** in a sealed envelope and mailed or delivered to:

Rowan County Purchasing Department  
Attn: Purchasing Department  
130 West Innes Street, Suite 31  
Salisbury, NC 28144

The package shall be sealed and plainly marked "**ITB 2025-016 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, December 13, 2024, at 9:00 AM ET in the J. Newton Cohen, Sr. Administration Building at 130 West Innes Street, Suite 31, 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 27, 2024. 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 Tuesday, December 3, 2024.

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 purchasing of delivery by email to Jody Farrow-Bennett at [jody.farrow-bennett@rowancountync.gov](mailto:jody.farrow-bennett@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' with less than 15,000 miles when taken out of service. This chassis has been wrecked and deemed 'totaled'. There is no apparent or visible damage to the module of this ambulance. Therefore, it is acceptable to inspect and reuse components that are still deemed to be in 'new' or near new condition. This unit is identified as:

- Unit # 2400 – Currently mounted on a 2023 Ford E450 158-inch chassis (wrecked).
  - Two (2) existing ambulances (Unit #2401 & #2402) are of identical manufacture of unit being bid and are onsite for inspection upon request.

**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 # 2400 - 2023 Ford E450 - 158-inch chassis.**

SPECIFICATIONS	COMMENTS or ALTERNATIVES
Remount of and Cutaway Van Ambulance (type III)	
Remount onto 2024 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	
OEM High Idle Controls	
Anti-Theft, Sound Off Signal ETISSO Ignition Security Systems	
Back up Camera Monitor- Remove and Transfer for Existing Unit	
Floor Cab Console, Custom Type III or Type I w/2 Cupholders, Large Map Slot and FWD Flat Section for Computer Bracket	
Stealth Switch, Cab/Mod Unlock Switch, 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. May reuse existing wheels; however, tires shall be new and OEM.	
Heat/AC – Inspect existing HVAC unit. Any required replacement should be with dual input AC/DC unit and shall be compatible with "Hoseline" brand or equivalent style unit.	
Rear Bumper, Complete. Inspect / repair / replace as needed	
Non-Emergency 'Scene' Lights – Reuse Existing Lights when possible. If unable to reuse any existing lights, replace them with same style. Any changes will need to be approved by Rowan EMS prior to installation.	
Emergency Lighting – Reuse Existing Lights when possible. If unable to reuse any existing lights, replace them with identical style. Any changes will need to be approved by Rowan EMS prior to installation.	
Inspect siren speakers, if replacement(s) are required, must be Dual Federal Signal, 100 Watts, In bumper	

**Unit #2400 Continued**

<b>SPECIFICATIONS Cont.</b>	<b>COMMENTS or ALTERNATIVES Cont.</b>
Flanges, Whelen 700 Chrome or match to existing if different	
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.	
Lights Whelen TIR6 500 LED, Red/Clear – Front Grille or equivalent of existing lights or match to existing if different	
Graphics, Cab 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.	
Transfer and install radio from existing chassis to new chassis. Radio must be fully functional upon completion.	
Repair any minor body work on sides of Module	
Clean/Inspect existing console. Replace should not be needed unless chassis updates prohibit. If replacement is warranted, switch location, radio location and computer mounting should mirror existing console.	
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. Bumper shall meet / exceed OEM safety standards and shall be equivalent to existing bumper	
Stryker Power-PRO XT 6506 cot system – shall be tested and in working order prior to delivery.	
All freight cost must be reflected in total bid Fincluding transport of existing unit, return of existing chassis and any freight costs for the new completed unit.	
Replace any missing drip rails on module	
Estimated Build Time from award of Bid?	
Inspect/replace all AC electrical connections and covers on exterior of module. Install new plastic “engraved” placard labeling of AC outlets	

**Unit #2400 Continued**

SPECIFICATIONS Cont.	COMMENTS or ALTERNATIVES Cont.
Inspect/replace as needed all existing rub rails with same as existing	
Inspect / replace the Inverter with pure sine wave inverter commensurate with existing capacity or larger.	
Inspect and/or replace as needed any aluminum "Diamond Plate" on exterior of module	
Inspect / replace as needed any / all cameras. Delivered system should contain working camera system as currently existing on unit.	
Inspect / replace any door latches and associated connecting rods that are in need of repair	
Test / replace as needed interior module electrical switches. Any replacements shall be of same style as existing switches	
Replace any faulty or missing exterior module door gaskets with new, watertight gaskets	
Completely recharge existing HVAC (AC) system. Check and verify all lines are leak-free. Test functionality of complete HVAC system	
Replace 'Anti-Slip' tape on the floor at all entry points; side and rear as needed	
Inspect / test / replace any and all existing components found in unit and not mentioned in the above specifications. Ambulance must be delivered in full working condition.	

**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 2400 \$ \_\_\_\_\_ 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)