

INVITATION TO BID

May 3, 2023

Dear Vendor,

Enclosed you will find a bid package for **2023 4WD Electric Pickup Truck** for the City of Seaford Code Departments. All pertinent information is contained within.

The bid opening will be held at 2:00 p.m., on Wednesday, June 21, 2023, in the Council Chambers at City Hall, 414 High Street, Seaford, DE.

Should you need clarification on any item, please contact Ashley Heinicke, City Clerk at 302-629-9173

Thank you for reviewing this information and participating in our bidding process.

Sincerely,
City of Seaford

Charles Anderson
City Manager

Enclosures

CITY OF SEAFORD
BID NOTICE
2023 4WD Electric Pickup Truck

Sealed bids will be received by the City Manager of the City of Seaford, 414 High Street, Seaford, DE 19973, until 2:00 p.m., prevailing time on Wednesday, June 21, 2023, for a “**2023 4WD Electric Pickup Truck**” The bid will be opened in the City Hall Council Chambers and read aloud at this time. The City Manager and staff will then evaluate them for compliance.

The bids may be presented to the Mayor and Council at their regular meeting on June 27, 2023, at 7:00 p.m., in the City Hall Council Chambers, 414 High Street. They may be awarded at this time. The Mayor and Council reserve the right to reject any and all bids.

Bids must be submitted in a sealed envelope, addressed ATTN: Charles Anderson, City Manager, City of Seaford, P.O. Box 1100, Seaford, DE 19973. The outside of the envelope must be marked “**Attn: City Manager, 2023 4WD Electric Pickup Truck**”, and the bidder’s name and address shall be shown thereon. All proposals must be made on the bid form provided in the specifications. All proposals must conform to the bid documents. Any exceptions will be evaluated for suitability and acceptance is at the sole discretion of the owner.

Complete specifications and contract documents will be available at the City of Seaford, 414 High Street, Seaford, Delaware 19973. Copies may be obtained by visiting [Bid Notices - City of Seaford, DE \(seafordde.com\)](#) or by emailing Ashley Heinicke, City Clerk at aheinicke@seafordde.com.

No bids may be withdrawn after the scheduled time from the receipt of bids for a period of thirty days. The City of Seaford reserves the right to reject any and all bids and to waive any or all informalities in any bid or bids.

City of Seaford
Charles Anderson
City Manager

INFORMATION FOR BIDDERS

BIDS will be received for a **2023 4WD Electric Pickup Truck for the City of Seaford Code Department**. by the City of Seaford (herein called the “Owner”) at the office of the City Manager, City Hall, 414 High Street, Seaford, Delaware until 2:00 p.m., prevailing time, on Wednesday, June 21, 2023, and then publicly opened in the City Council Chambers and read aloud.

Each BID must be submitted in a **sealed envelope**, addressed to Charles Anderson, City Manager, City of Seaford, City Hall, 414 High Street, P.O. Box 1100, Seaford, DE 19973 and must be **plainly marked on the outside with “Attn: City Manager, 2023 4WD Electric Pickup Truck” and the envelope should bear on the outside the name of the BIDDER and their address.** If forwarded by mail, the sealed envelope containing the BID must be enclosed in another envelope addressed to the OWNER. Any BID received after that time and date specified shall not be considered.

All BIDS must be made on the required BID proposal form. All blank spaces for BID prices must be filled in, in ink, or type written, and the BID form must be fully completed and executed when submitted. One copy of the BID form is required. BIDS and/or alternate bids submitted by FAX will not be accepted. All applicable destination, freight or other charges shall be included in the bid price provided by the vendor.

The bid proposal form also requests a trade in value for a 2010 Ford Escape. The City is requesting that bidders provide a trade in value that will be deducted from the price of the new vehicle to be purchased. Based on the bids received, the City at its discretion, can accept the trade-in value provided by the bidder as a deduction to the purchase price of the vehicle or reject the trade in option and purchase the new vehicle for the bid price submitted.

Inspection of the proposed trade-in vehicle is suggested prior to bidding. Existing fleet inspections can be scheduled Monday through Friday (excluding holidays) from 7:00 a.m. until 3:30 p.m. by contacting Ashley Heinicke or Charles Anderson at 302-629-9173 or via email at aheinicke@seafordde.com.

The OWNER may waive any informalities or minor defects or reject any and all BIDS. Any BID may be withdrawn prior to the above scheduled time for the opening of the BIDS or authorized postponement thereof. No BIDDER may withdraw a BID within thirty (30) days after the actual date of the opening thereof.

BIDDERS must satisfy themselves of the accuracy of the required work in the BID documents by a review of the CONTRACT DOCUMENTS. The failure of the BIDDER to do any of the foregoing shall in no way relieve any BIDDER from any obligation respective to their BID.

Information obtained from an officer, agent or employee of the OWNER or any other person shall not affect the risks or obligations assumed by the BIDDER or relieve them from fulfilling any of the conditions of the contract.

The OWNER may make such investigation as they deem necessary to determine the ability of the BIDDER to provide the necessary materials and/or labor and equipment to carry out the work and the BIDDER shall furnish to the OWNER all such information the OWNER may request.

The OWNER reserves the right to reject any BID if the evidence submitted by, or investigations of, such BIDDER fails to satisfy the OWNER that such BIDDER is properly qualified to carry out the obligations of the Agreement. A conditional or qualified BID may be reason to disqualify your bid.

Award may be made to the lowest, responsible BIDDER. The bids may be presented to the Mayor and Council at their Regular Meeting on **June 27, 2023, at 7:00 p.m., at City Hall, 414 High Street, Seaford, DE.**

THE MAYOR AND COUNCIL RESERVE THE RIGHT TO REJECT ANY AND ALL BIDS.

All applicable laws, ordinances and the rules and regulations of all authorities having jurisdiction over the WORK shall apply to the contract throughout.

-END OF DOCUMENT-

City of Seaford Administration Department
2023 4WD Electric Pickup Truck
Specifications

Description (of vehicle)

2023 4WD Electric Pickup Truck

Cab:

- Extended Cab
- Power Locks
- Remote Start
- Power Windows
- Power Seat
- Power side mirrors with heat and turn signal
- Tilt Steering
- Power Steering
- Air conditioning
- Heavy Duty Vinyl floor covering
- All-Weather (Rubber Type) Floor Mats Vinyl 40/20/40 front seat (gray in color)
- AM/FM stereo with built in Bluetooth phone connection
- Sliding rear window
- Running board platform type
- Reverse sensing system
- Rear Vision Camera
- Cruise Control
- Interior dome light
- Solar-tinted Glass

General Specifications:

- Minimum 462hp (339 kW) of motoring power
- 240-volt charging capability
- 98.0 kWh lithium-ion Battery Pack
- Minimum 11kW Onboard Charging Module
- 4-wheel drive
- Anti-lock brake System
- Exterior Color – White
- Interior color – Black/Gray

SPECIAL NOTE: A stock vehicle meeting many the listed specs may be accepted for consideration. The vehicle must be white in exterior color with no trim or stripes.

Should you have any questions, please call Ashley Heinicke, City Clerk at (302) 629-9841.

**BID PROPOSAL
CITY OF SEAFORD CODE DEPARTMENT
2023 4WD Electric Pickup Truck**

Each 2023 4WD Electric Pickup Truck to be complete turn-key package delivered to City of Seaford.

OPTION ONE:

2023 4WD Electric Pickup Truck to be complete turn-key package delivered to City of Seaford.

Total Cost w/o Trade \$ _____

Estimated Delivery Time: _____

OPTION TWO:

Trade-in Vehicle

2010 Ford Escape

Mileage Approx.– 39,600 Miles

Trade Allowance \$ _____

Total Cost less Trade \$ _____

A complete list of specification for all components of the vehicle being bid shall be submitted with all bid proposals. Failure to bid all specs may disqualify your bid.

The City of Seaford reserves the right to choose either option one or option two of this bid. The option that the City proceeds with will be clearly stated in the bid approval letter.

Bidder's Name (Please print or type)

Date

Address

Cell Phone #

Signature of Officer of Company

Name of Officer (Please print or type)

Email Address