

**City of Portland, Maine**

**Portland Police Department Vehicles**

**Notice and Specifications**

Sealed bids for furnishing the City of Portland, Maine with Ford Interceptor Hybrid SUV Police vehicles, as detailed in the attached specifications, shall be submitted electronically to [bidssubmit@portlandmaine.gov](mailto:bidssubmit@portlandmaine.gov) with the name of the Bidder, Bid Name and Bid number in the subject line will be **received until 3:00 p.m., Tuesday, October 25, 2022**, at which time they will be opened and read. Proposals may also be submitted via USPS, UPS or FedEx to the City of Portland, Purchasing Rm. 103, 389 Congress St., Portland ME 04101. . It is the bidder's sole responsibility to ensure that their bid is submitted prior to the date and time specified. Late, faxed or unsigned bids shall not be accepted.

Bids shall remain open to acceptance for ninety (90) days from their opening.

Proposals shall be submitted on the City provided proposal form, being signed with the firm's name, and bearing the handwritten signature of an officer or authorized individual having the authority to bind the company to a contract by his/her signature.

Questions must be submitted in writing to the Purchasing Office and be received no later than five days prior to the bid due date - these may be mailed, faxed to 207-874-8652 or e-mailed to [krc@portlandmaine.gov](mailto:krc@portlandmaine.gov). The Purchasing Office will be the only office issuing any changes to this Invitation. All changes, addenda, will be in writing and will be sent only to those firms on file in Purchasing as having received this document. The City shall not be responsible for any oral interpretation given by City personnel or others.

Bids from vendors not registered with the Purchasing Office may be rejected; receipt of this document directly from the City of Portland indicates registration. Should a vendor receive this Invitation from a source other than the City, please contact 207-874-8654 to ensure that your firm is listed as a vendor for this project.

Prices quoted shall be F.O.B., Portland, Maine, and shall include ALL costs of transportation, no additional fuel surcharges/fees shall be applied. The prices quoted shall include all expenses to provide the vehicles as they are specified and all fees, including but not limited to: temporary plates and copies of the State of Maine Certificate of Title applications (to be delivered with each vehicle with the actual certificates being mailed to Fleet Services Division).

Copies of the manufacturer's order acknowledgment and the manufacturer's production commitment shall be faxed to the Purchasing Office (207-874-8652) as soon as the successful bidder's firm has received them.

All equipment offered is to be brand new, the latest models available, and of good quality and workmanship. Certain features that have been specified are required by and are necessary for that vehicle's intended use by the Police Department. These features may be factory installed options or options that the dealer might have to install after receipt of the vehicles from the factory. These and any other features/options specified as well as any and all delivery, title fees, etc. pertaining to this bid must be provided and must be included in the price bid.

Any/all work and or products are to be in full compliance with any and all pertinent Federal, State of Maine and municipal regulations.

The warranties on all vehicles shall be 3 year/36,000 mile, powertrain 5 year/100,000 mile and hybrid components 8 year/100,000 mile manufacturer warranties and be no deductible. All warranty information shall be clearly stated and the dealer supplying and/or maintaining the vehicles awarded as a result of this bid will be expected to arrange a system to expedite the maintenance of police vehicles in their service department. All vehicles are to be in full compliance with any and all pertinent Federal, State of Maine and municipal regulations.

It is the custom of the City of Portland, Maine to pay its bills 30 days following vehicle delivery and acceptance, and following the receipt of correct invoices for all items covered by the purchase order. In submitting bids under these specifications, bidders should take into account all discounts, both trade and time allowed in accordance with this payment policy and quote a net price. The City is exempt from the State's sales and use tax as well as all Federal excise taxes.

Contractor agrees to adhere to a policy of non-discrimination in all employment actions, practices, policies, procedures, phases, and conditions of employment. This shall include compliance with the Workforce Investment Act of 1998, as amended (WIA, 29 CFR part 37); the Nontraditional Employment for Women Act of 1991; title VI of the Civil Rights Act of 1964, as amended; section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; title IX of the Education Amendments of 1972, as amended; and with all applicable requirements imposed by or pursuant to regulations implementing those laws, including but not limited to 29 CFR part 37 and all other applicable laws, including the Maine Human Rights Act, ordinances and regulations regarding equal opportunity and equal treatment. Contractor specifically agrees that all employment-related decisions (including but not limited to hiring, discharge, transfers, promotions, discipline, training, job opportunities, and wage and salary levels) will be made without discrimination based on an individual's race or color, religion, age, sex (including pregnancy), sexual orientation, gender identity or expression, ancestry or national origin, physical or mental disability, veteran status, genetic information, previous assertion of a claim or right under Maine's Workers' Compensation Act, previous actions taken protected under Maine's Whistleblowers' Protection Act, or any other protected group status as defined by applicable law. Provisions in applicable laws providing for bona fide occupational qualifications, business necessity, or age limitations will be adhered to by the Contractor and its subcontractors where appropriate.

The City reserves the right to waive any informalities in bids, to accept any bid or portions thereof (bidders are advised to note this and quote accordingly) and to reject any or all bids should it be deemed for the best interest of the City to do so. The City reserves the right to substantiate the bidder's qualifications, capability to perform, availability, past performance record and to verify that the bidder is current in its obligations to the City, as follows:

Pursuant to City procurement policy and ordinance, the City is unable to contract with businesses or individuals who are delinquent in their financial obligations to the City. These obligations may include but are not limited to real estate and personal property taxes and sewer user fees. Bidders who are delinquent in their financial obligations to the City must do one of the following: bring the obligation current, negotiate a payment plan with the City's Treasury office, or agree to an offset which shall be established by the contract which shall be issued to the successful bidder.

October 5, 2022

Karen C. Marston  
Assistant Purchasing Manager

**PROPOSAL**

The UNDERSIGNED hereby declares that he/she or they are the only person(s), firm or corporation interested in this proposal as principal, that it is made without any connection with any other person(s), firm or corporation submitting a proposal for the same.

The UNDERSIGNED hereby declares that they have read and understand all conditions as outlined in the invitation for bids, and that their proposal is made in accordance with same.

The UNDERSIGNED hereby declares that any person(s) employed by the City of Portland, Maine, who has direct or indirect personal or financial interest in this proposal or in any portion of the profits which may be derived therefrom has been identified and the interest disclosed by separate attachment. (Please include in your disclosure any interest which you know of. An example of a direct interest would be a City employee who would be paid to perform services under this proposal. An example of an indirect interest would be a City employee who is related to any officers, employees, principal or shareholders of your firm or to you. If in doubt as to status or interest, please disclose to the extent known).

The proposer acknowledges the receipt of Addenda numbered: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_  
(Individual, Partnership, Corporation, Joint Venture)

AUTHORIZED SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Officer, Authorized Individual or Owner)

PRINT NAME & TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
Zip Code

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

FEDERAL TAX I.D. NUMBER: \_\_\_\_\_

NOTE: All bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid. This sheet must be signed and returned with proposal package

**PROPOSAL (CONT'D)**

**ITEM 1. 2023 Ford Interceptor Utility Hybrid, AWD, as specified. Qty: 7**

Price Each: \_\_\_\_\_ Total: \_\_\_\_\_  
(Award Basis)

**(All warranty costs to be included in bid amount)**

Year, Make/Model Number: \_\_\_\_\_  
PLEASE ATTACH ITEMIZED LIST, ILLUSTRATED LITERATURE)

Delivery Time after receipt of order: \_\_\_\_\_ days

Vehicle Warranty: \_\_\_\_\_  
(ATTACH MFG'S PRINTED STATEMENT)

Miles per gallon, as stated on window sticker:

City: \_\_\_\_\_ Highway: \_\_\_\_\_

**Bid Specification  
Portland Police Department  
2023 (7) Ford Interceptor Utility Hybrid, All Wheel Drive**

**2023 Ford Interceptor Utility Hybrid AWD with all standard features and the following options:**

- Utility Police Interceptor, AWD - order code K8A
- 3.3L V6 Direct-Injection Hybrid Engine System with 10-Speed Automatic Transmission- order code 99W / 44B
- Tail Lamp / Police Interceptor housing only - order code 86T
- Dark car feature - courtesy lamp disable - order code 43D
- License plate bracket- Front - order code 153
- Dome lamp - red / white in cargo area - order code 17T
- Pre-wiring for grille lamp, siren and speaker - order code 60A
- Spot lamp-driver's side only (LED bulbs)- order code 51R
- Mirrors - heated side view - order code 549
- Rear door handles inoperable / locks inoperable - order code 68G
- Windows - rear window power delete, operable from front driver side switches - order code 68G
- Keyed alike - 1284X - order code 59B
- (4) sets of keys/FOBs per vehicle
- Reverse sensing - order code 76R
- Rear view camera displayed in mirror - order code 87R
- Cloth front bucket seats, vinyl rear- order code 9W
- Exterior color - Agate Black - order code 96
- Complete set of parts and service manuals on CD-ROM and book
- Warranty-Full 3 year/ 36,000 mile and Powertrain 60 month / 100,000 mile, hybrid components 8 year / 100,000 mile, 0 deductible