



Dear Prospective Vendor:

**If you intend to submit a bid or proposal, please contact Theresa Estrada at (805) 583-6403 and provide your name, address, telephone number, fax number, and E-mail address.**

The City will use this information to notify you of any addenda to these documents. Without this information, the City has no way of identifying who may have outdated or incomplete copies. It is the prospective vendor's responsibility to ensure the most complete and current versions of the documents are obtained, including any addenda.



# CITY OF SIMI VALLEY

## NOTICE INVITING SEALED BIDS FOR THE PURCHASE OF SIX (6) REPLACEMENT VEHICLES, SPECIFICATION NO. SV 26-07

The City of Simi Valley is accepting sealed bids for the Purchase of Six (6) Replacement Vehicles, Specification No SV 26-07. Additional information may be obtained by contacting:

John Willoughby, Deputy Public Works Director (Maintenance Services)  
Public Works Department  
2929 Tapo Canyon Road  
Simi Valley, CA 93063  
[JWilloughby@simivalley.org](mailto:JWilloughby@simivalley.org)  
(805) 583-6489

Sealed bids must be received **at or before 3:00 P.M. on October 7, 2025**, by the City Clerk's office for the City of Simi Valley, Public Works Department, 2929 Tapo Canyon Road, Simi Valley CA 93063. A copy of the Notice Inviting Sealed Bids may be viewed and downloaded at [www.simivalley.org/BidsAndProposals](http://www.simivalley.org/BidsAndProposals). Please mark the outside of the envelope (and express shipment, if applicable):

**PURCHASE OF SIX (6) REPLACEMENT VEHICLES  
SPECIFICATION NO. SV 26-07  
3:00 P.M. on October 7, 2025**

**LATE BIDS WILL NOT BE ACCEPTED.**

Sincerely,

A handwritten signature in cursive script that reads "John Willoughby".

John Willoughby  
Deputy Public Works Director (Maintenance Services)

**CITY OF SIMI VALLEY  
PUBLIC WORKS DEPARTMENT**

**NOTICE INVITING SEALED BIDS  
FOR THE PURCHASE OF SIX (6) REPLACEMENT VEHICLES  
SPECIFICATION NO. SV 26-07**

**TABLE OF CONTENTS**

NOTICE INVITING SEALED BIDS ..... Page 1  
SEALED BID ACKNOWLEDGEMENT FORM..... Page 3  
NOTICE INVITING SEALED BIDS INFORMATION ..... Page 4  
BID TERMS AND CONDITIONS ..... Page 6  
BID ..... Page 8  
UNIT PRICE BID SCHEDULE ..... Page 9  
SUMMARY OF BID SUBMISSION FORM ..... Page 19  
CONTRACT SAMPLE ..... Page 21

**CITY OF SIMI VALLEY**  
**SEALED BID ACKNOWLEDGEMENT FORM**

**PROPOSALS ARE DUE: NO LATER THAN 3:00 P.M. ON October 7, 2025.**

The City of Simi Valley is requesting bids for the Purchase of Six (6) Replacement Vehicles, Specification No. SV 26-07.

- 1. Submit one bid to:  
  

City Clerk  
 City of Simi Valley  
 2929 Tapo Canyon Road  
 Simi Valley, CA 93063
- 2. Bid must honor proposal prices for 60 days.
- 3. Bid must include this Sealed Bid Acknowledgement form and be signed by the Bidder's authorized representative.
- 4. Award of a contract, if any, will be made by the appropriate authority based upon the criteria set forth in this Notice Inviting Sealed Bids and will be made based upon the lowest Bidder.

**BIDDER TO READ**

I have, read, understood, and agree to the terms and conditions on all pages of this Notice Inviting Sealed Bids. The undersigned agrees to furnish the commodity or service stipulated on this Bid as stated above.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Title of Person Signing Bid

\_\_\_\_\_  
Address

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company Phone No.

**NOTICE INVITING SEALED BIDS INFORMATION**

The City of Simi Valley is accepting sealed bids for the Purchase of Six (6) Replacement Vehicles according to the terms and conditions attached. In the preparation of this sealed bid ("Bid"), the words "Bidder(s)", "Vendor(s)", or "Firm(s)" are used interchangeably.

**I. Introduction/Background:**

The City of Simi Valley (City), Public Works Department, is soliciting bids (Bids) from Vendors for the Purchase of Six (6) Replacement Vehicles located at the City of Simi Valley, 2929 Tapo Canyon Road, Simi Valley, CA 93065. The expected completion date of delivery of the six (6) vehicles is 180 days.

**II. Objective(s):**

The objective of this Bid is to identify a Vendor who will furnish six (6) replacement vehicles.

**III. General Requirements:**

- A. All vehicles furnished shall be of the most recent year and model of a standard manufacturer.
- B. All vehicles shall be subject to the inspection and approval of the Maintenance Superintendent.
- C. All vehicles furnished shall be new and shall be factory standard in all respects not in conflict with the specific requirements below.
- D. Where specifications for specific items are not included, the latest revisions of manufacturers' standards are satisfactory.
- E. Warranty: Unless otherwise noted on the specification sheet below, the vehicle(s) furnished under these specifications shall carry a standard warranty, which will cover a minimum of 36 months total parts and labor.
- F. Vehicles and accessories shall conform to the Federal Motor Vehicle Safety Standard provisions, the California Vehicle Code, Department of Transportation and, where applicable, the Safety Orders of the ANSI and OSHA.
- G. There shall be no dealer name or any form of dealer advertisement on any vehicle delivered to City.
- H. The Vendor shall submit an application(s) for exempt registration with the Department of Motor Vehicles prior to delivery to the City.

**IV. Delivery:**

The vehicle(s) shall be delivered to the City's Public Works Maintenance within 180 calendar days after order by the City to the Maintenance Superintendent at the Public Services Center, 500 West Los Angeles Avenue, Simi Valley, California 93065, Monday - Friday, 9:00 a.m. to 1:00 p.m., except holidays.

The City shall be notified in writing not less than 72 hours prior to delivery of the proposed vehicle(s). All regular pre-delivery service and warranties shall be provided, including a full tank of fuel.

**V. Equivalent Product:**

Bids will be accepted for consideration on any make or model that is equal or superior to the vehicle specified. Decisions of equivalency will be at the sole discretion of the City. Bidder shall provide information as to any exceptions to each line item. If there are no exceptions, bidder shall mark each line item "as specified". A blanket statement that equipment proposed will meet all requirements will not be sufficient to establish equivalence.

**VI. Rejection of All Bids:**

The City may, and the Bidders acknowledge, accept, reject all bids, and attempt to receive better pricing for the non-specialized vehicles contemplated in this bid process through a cooperative purchase or other valid purchasing method. This method may result in an award to one or more (or none) of the Bidders through such alternative processes.

**VII. Bid Provisions and Acknowledgements:**

- A. The Bid does not include Federal Excise Taxes or License Fees.
- B. Vendor will be paid for actual number of vehicles purchased.
- C. Bidder acknowledges City reserves the right to split the Bid and make an award to more than one Bidder to obtain the best pricing.
- D. The dollar amounts reflected in the Bid Submission Form will be verified and the City will correct any calculation errors. Only the unit price will be considered as representing the Bidder's intention and the total will be connected to conform to specified unit price.

**BID TERMS AND CONDITIONS**

**Submitting Bids.** (a) Bids must include the Sealed Bid Acknowledgement form, in its entirety, in a sealed envelope with the wording "Bid," Specification No. and closing date and time marked on the outside; (b) Bids/corrections received after the closing time will not be opened. The City is not responsible for bids not properly marked and delivered. Upon award, all submissions become a matter of public record.

**Alternatives.** Any changes or alternatives must be set forth in a letter attached to this bid. The City has the option of accepting or rejecting any alternative bid.

**Currency.** All references to dollar amounts in this solicitation and in vendor's response refer to United States currency.

**Preparation.** All bids must be typed or written in black ink. Errors may be crossed out and corrected in ink, then initialed in ink by the person signing the bid.

**Rejection.** The City may reject any or all bids and waive any irregularity in any bid in its sole discretion.

**Default.** In case of default by the vendor of any of the conditions of this bid or contract resulting from this bid, the vendor agrees that the City may procure the services from other sources and may deduct from the unpaid balance due the vendor, or collect against the bond or surety, or may invoice the vendor for excess costs so paid, and prices paid by the City will be considered the prevailing market price at the time such purchase is made.

**Assignment.** No assignment by the vendor of contract or any part hereof, or of funds to be received hereunder, is binding upon the City unless the City gave written consent before such assignment.

**Subcontractors.** The Bidder must list any subcontractors that will be used, the work to be performed by them, and total number of hours or percentage of time they will spend on the project.

**Indemnification.** The extent of a successful contractor's obligation to indemnify and defend the City is set forth in the sample contract attached to this bid.

**Bonds.** When deemed necessary by the City, bid bonds must be furnished by all bidders in the amount of at least 10% of the bid to guarantee that bidders will enter into contract to furnish goods at prices stated. Likewise, a Performance Bond must be required of the successful bidder when stated in the specification (cash deposit, certified or cashier's check or money order may be substituted in lieu of either bond).

**Submission of One Bid Only.** No individual, or business entity of any kind may file or to be interested in more than one bid, except an alternative proposal when specifically requested. However, a person who has quoted prices on materials to a firm submitting a bid is not thereby disqualified from quoting prices to other firms submitting bids.

Contract Requirement. The bidder to whom award is made must execute a written contract with the City within 10 calendar days after written notice of the award was sent by mail/email to the address given in the proposal or within 10 calendar days after receipt by Bidder.

California Public Records Act. All information contained in the Bid, and the Bid itself, is a public record and subject to release to the public once opened. Bidders should not include trade secrets or other confidential information in their bids. To request public records, please visit [www.simivalley.org/recordsrequest](http://www.simivalley.org/recordsrequest) or contact City Clerk's Office at (805) 583-6748.

Non-commitment of Department. This Sealed Bid does not commit the City to award a contract, to pay any costs incurred in the preparation of a Bid for this request, or to procure or contract for services. The City may accept or reject any or all bids received as a result of this request, to negotiate with any qualified firm or to modify or cancel in part or in its entirety the Sealed Bid if it is in the best interests of the City to do so.

Bid Rejection. The City may reject the bid of any Bidder that previously failed to perform properly, or complete on time, contracts of a similar nature, or to reject the bid of a bidder who is not in a position to perform such a contract satisfactorily. The City may reject the bid of any bidder who is in default of the payment of taxes, licenses or other monies due to the City of Simi Valley.

Contract Pricing. Except as otherwise provided, bid prices must remain consistent through the term of this contract.

Bid Questions. Questions regarding this Sealed Bid may be made to the contact person listed below. Please review the bid schedule, if applicable, to determine the last day to submit questions.

**John Willoughby, Deputy Public Works Director (Maintenance Services)**  
**Public Works Department**  
**2929 Tapo Canyon Road**  
**Simi Valley, CA 93063**  
[\*\*JWilloughby@simivalley.org\*\*](mailto:JWilloughby@simivalley.org)  
**(805) 583-6489**

**B I D**

**BID TO: CITY OF SIMI VALLEY, CALIFORNIA**

The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in the Contract Documents (as defined in Article 4 of the Agreement) to perform the Work as specified or indicated in said Contract Documents entitled:

**PURCHASE OF SIX (6) REPLACEMENT VEHICLES,  
SPECIFICATION NO. SV 26-07**

<b>COMPLETION TIME:</b>	180 Calendar Days
<b>NUMBER OF PAGES IN PROPOSAL:</b>	13

Bidder accepts all of the terms and conditions of the Contract Documents, including without limitation those in the Notice Inviting Bids and the Instructions to Bidders dealing with the disposition of the Bid Security.

This Bid will remain open for the period stated in the Notice Inviting Bids, unless otherwise required by law. Bidder will enter into an Agreement within the time and in the manner required in the Instructions to Bidders, and will furnish the insurance certificates, Payment Bond, Performance Bond, and all Permits required by the Contract Documents.

Bidder has examined copies of all the Contract Documents, including the following Addenda (receipt of which is hereby acknowledged):

Number _____	Date _____
Number _____	Date _____
Number _____	Date _____
Number _____	Date _____

Bidder has familiarized itself with the nature and extent of the Contract Documents, the Work, the site, the locality where the Work is to be performed, the legal requirements (federal, state, and local laws, ordinances, rules, and regulations), and the conditions affecting cost, progress, or performance of the Work, and has made such independent investigations as Bidder deems necessary.

In conformance with the current statutory requirements of California Labor Code Section 1860, et seq., the undersigned confirms the following as its certification:

I am aware of the provisions of Section 3700 of the Labor Code, which require every employer to be insured against liability for worker's compensation, or to undertake self-insurance in accordance with the provisions, before commencing the performance of the Work of this Contract.

To all the foregoing, and including all Bid Schedule(s), List of Subcontractors, Non-collusion Affidavit, Bidder's General Information, and Bid Bond contained in these Bid Forms, said Bidder further agrees to complete the Work required under the Contract Documents within the Contract Time stipulated in said Contract Documents, and to accept in full payment therefor the Contract Price based on the Lump Sum or Unit Bid Price(s) named in the aforementioned Bidding Schedule(s).

Dated: \_\_\_\_\_

Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Fax: \_\_\_\_\_

By: \_\_\_\_\_

(Signature)

**UNIT PRICE BID SCHEDULE**  
Schedule of Prices for the:  
**PURCHASE OF SIX (6) REPLACEMENT VEHICLES,**  
**SPECIFICATION NO. SV 26-07**  
in Simi Valley, California

Please complete the following unit pricing and extended pricing for all items specified. This section is to be submitted to the City along with the Summary Bid Submission Form in accordance with the other bid requirements described herein.

Vendor must bid on all items in order to be considered for Award.

Bid Quotes and Unit Price Extensions - The extensions of unit prices for the quantities indicated and the lump sum prices quoted by the bidder must be entered in figures in the spaces provided on the Bid Submission Form(s). The Bid Submission Form(s) must be totally completed. **If the unit price and the total amount stated by any bidder for any item are not in agreement, the unit price alone will be considered as representing the bidder's intention and the total will be corrected to conform to the specified unit price.**

Bidder shall provide information as to any exceptions to each line item. If there are no exceptions, bidder shall mark each line item "as specified". A blanket statement that equipment proposed will meet all requirements will not be sufficient to establish equivalence. Original manufacturer's brochures of the proposed vehicles are to be submitted with the proposal.

**Submit pricing for Vehicle 1-6 on Page 19.**

<b>NEW 3/4 TON 4X2, STANDARD CAB AND CHASSIS, SRW PAINTED MANUFACTURER'S WHITE (Potential Order = 1)</b>		<u>Vehicle Spec 1</u>
	<b>548 Replacement</b>	As Specified/ Exceptions Noted
Make & Model	New 3/4 TON 4X2, Standard Cab and Chassis, (F250 SRW, or Equivalent) with Service/Utility Body Tool Box.	
Proposed Make & Model		
Air Conditioning/Heater	Factory Air-Conditioning	
Accessories	Vendor to supply one, 5 lb. fire extinguisher and a Safety triangle kit at time of delivery. OEM running boards shall be installed on the vehicle prior to delivery. Standard single unit directional safety light bar to be mounted on top of front headache rack along with L&R strobe lights	
Alternator	160 Amp HD	
Alarm	Electronic back-up alarm with a minimum rating of 100 Db.	
Axle Ratio, Rear	Factory Standard	
Battery	750 CCA	
Bed Size	8.0 ft. Utility service body with front headache rack	
Brakes	Power with 4-wheel ABS & 4-wheel vented disc hydro boost.	
Bumpers, Front & Rear	Manufacturer's Standard	
Cab	Standard Cab type, equipped with two sun visors. Full instrumentation shall include fuel, water temperature, oil pressure, and speedometer. Power locks and windows. Multiple speed windshield wipers, in cab dome light and HD floor mats.	
CARB Emission Certification	California Certified	
Cooling System	Largest package available by manufacturer.	
Engine	Regular Unleaded V8	
Fuel Tank Capacity	34 Gallons	
GAWR, Front	Factory Standard	

<b>NEW 3/4 TON 4X2, STANDARD CAB AND CHASSIS, SRW PAINTED MANUFACTURER'S WHITE (Potential Order = 1)</b>		<u><b>Vehicle Spec 1</b></u>
	<b>548 Replacement</b>	As Specified/ Exceptions Noted
GAWR, Rear	Factory Standard	
GAWR	10,000 lbs.	
Keys and Manuals	Five sets of keys per vehicle at time of delivery.	
Mats	All-Weather Floor Mats (Dealer Installed)	
Mirrors	Mirrors shall be black & foldaway trailer tow type.	
Payload	Factory Standard.	
Power	Factory Standard	
Radio	AM/FM OEM Stereo with Clock	
Restraint System	Dual air bags. Seat belts for all seating positions.	
Seats	Split cloth bench, dark gray or black in color.	
Steering, Tilt	Included. Shall be power assist.	
Torque	Factory Standard	
Transmission	Automatic with overdrive equipped with transmission cooler and installed in series with the radiator.	
Warranty	3 year/36,000 mile Standard Warranty	
Wheels and Tires (5)*	Standard Steel Wheel All Season 245/75R17	
Wheelbase	142"	
Windows	Power Electric	
*Spare tire shall be mounted & secured on production-type carrier. All tires & wheels shall be same brand, tread design, size, load range & appearance.		

**\*Submit pricing for Vehicle Spec #1 on Bid Submission Form, Page 19**

<b>NEW 2 TON 4X2, CAB AND CHASSIS, DRW PAINTED MANUFACTURER'S WHITE (Potential Order = 2)</b>		<u>Vehicle Spec #2</u>
	<b>Replaces Trucks 556 and 571</b>	As Specified/ Exceptions Noted
Make & Model	New 2 TON 4X2, Cab and Chassis, (F550 DRW, or Equivalent) with Dump Bed and Toolboxes. (Picture of Vehicle replacement attached)	
Proposed Make & Model		
Air Conditioning/Heater	Factory Air-Conditioning	
Accessories	Vendor to supply one per truck, 5 lb. fire extinguisher at time of delivery. OEM running boards shall be installed on the vehicles prior to delivery. Safety triangle kit and a pair of wheel chocks per vehicle.	
Alternator	Factory Standard	
Alarm	Electronic back-up alarm with a minimum rating of 100 Db.	
Axle Ratio, Rear	Factory Standard	
Battery	750 CCA	
Bed Type and Size	RUGBY rigid 17" side, 10-4 dump bed painted and mounted with Rugby 9.6-ton hoist or equivalent. Equipped with bed up light, 4 shovel holders 2 per side, 3 ditch gates, window guard and spreader apron, L&R frame mounted toolboxes 36" long X 18" deep. Bed to include Code 3 LED Perimeter stop/turn/tail and back up lighting. Or equivalent lighting	
Brakes	Power with 4-wheel ABS & 4-wheel vented disc hydro boost.	
Bumpers, Front & Rear	Front bumper to be Manufacturer's Standard. Rear bumper to include a class IV receiver hitch with 6 prong round trailer plug receptacle.	
Cab	Standard Cab type, equipped with two sun visors. Full instrumentation shall include fuel, water temperature, oil pressure, and speedometer. Power locks and windows. Multiple speed windshield wipers, in cab dome light and HD floor mats.	
CARB Emission	California Certified	

NEW 2 TON 4X2, CAB AND CHASSIS, DRW PAINTED MANUFACTURER'S WHITE (Potential Order = 2)		<u>Vehicle Spec #2</u>
	Replaces Trucks 556 and 571	As Specified/ Exceptions Noted
Certification		
Cooling System	Largest package available by manufacturer.	
Engine	Largest Available Regular Unleaded V8	
Light Bar	Standard single unit directional <b>pivoting</b> safety light bar to be mounted on cab shield along with L&R strobe lights.	
Fuel Tank Capacity	40 Gallons	
GAWR, Front	Factory Standard	
GAWR, Rear	Factory Standard	
GAWR	17,500 lbs.	
Keys and Manuals	Five sets of keys per vehicle at time of delivery.	
Mats	All-Weather Floor Mats (Dealer Installed)	
Mirrors	Mirrors shall be black & foldaway trailer tow type.	
Payload	Factory Standard	
Power	Factory Standard	
Radio	AM/FM OEM Stereo with Clock	
Restraint System	Dual air bags. Seat belts for all seating positions.	
Seats	Split cloth bench, dark gray or black in color.	
Steering, Tilt	Included. Shall be power assist.	
Torque	Factory Standard	
Transmission	Automatic with overdrive equipped with transmission cooler and installed in series with the radiator.	
Warranty	3 years/36,000 mile Standard Warranty	
Wheels and Tires (7)*	Standard Steel Wheel All Season 225/70R19.5	
Wheelbase	169"	
Windows	Power Electric	
*Spare tire shall be included. All tires & wheels shall be same brand, tread design, size, load range & appearance.		

**Pictures for Vehicle Spec #2**



**\*Submit pricing for Vehicle Spec #2 on Bid Submission Form, Page 19**

<b>LIGHT DUTY SIZE TRUCK 2X4 CREW CAB PAINTED MANUFACTURER'S WHITE (Potential Order = 2)</b>		<u>Vehicle Spec #3</u>
	<b>Replaces Trucks 590 and 591</b>	As Specified/ Exceptions Noted
Make & Model	2-LIGHT DUTY Crew Cab 2X4 Truck, (Chevy Colorado, or Equivalent)	
Proposed Make & Model		
Air Conditioning/Heater	Factory Air-Conditioning	
Accessories	Vendor to supply one, 5 lb. fire extinguisher at time of delivery.	
Alternator	Manufacturer Standard	
Axle Ratio, Rear	Manufacturer Standard	
Battery	Manufacturer Standard	
Bed Size	5.0 ft.	
Brakes	Power with 4-wheel ABS & 4-wheel vented disc hydro boost.	
Bumpers, Front & Rear	Manufacturer's Standard	
Cab	Conventional type, equipped with two sun visors. Full instrumentation shall include fuel, water temperature, oil pressure, and speedometer. Power locks and windows. Multiple speed windshield wipers, in cab dome light and HD floor mats.	
CARB Emission Certification	California Certified	
Cooling System	Largest package available by manufacturer.	
Engine	Manufacturer Standard	
Fuel Tank Capacity	Manufacturer Standard	
GAWR, Front	Manufacturer Standard	
GAWR, Rear	Manufacturer Standard	
GAWR	Manufacturer Standard	
Keys and Manuals	Five sets of keys per vehicle at time of delivery.	
Mats	All-Weather Floor Mats (Dealer Installed)	
Mirrors	Manufacturer Standard	
Payload	Manufacturer Standard	

<b>LIGHT DUTY SIZE TRUCK 2X4 CREW CAB PAINTED MANUFACTURER'S WHITE (Potential Order = 2)</b>		<u><b>Vehicle Spec #3</b></u>
	<b>Replaces Trucks 590 and 591</b>	As Specified/ Exceptions Noted
Power	Manufacturer Standard	
Radio	AM/FM OEM Stereo with Clock	
Restraint System	Dual air bags. Seat belts for all seating positions.	
Seats	Split cloth bench, dark gray or black in color.	
Steering, Tilt	Included. Shall be power assist.	
Torque	Manufacturer Standard	
Transmission	Manufacturer Standard	
Warranty	3 year/36,000 mile Standard Warranty	
Wheels and Tires (5)*	Manufacturer Standard	
Wheelbase	Manufacturer Standard	
*Spare tire shall be mounted & secured on production-type carrier. All tires & wheels shall be same brand, tread design, size, load range & appearance.		

**\*Submit pricing for Vehicle Spec #3 on Bid Submission Form, Page 19**

<b>LIGHT DUTY SIZE 4X4 CREW CAB PAINTED MANUFACTURER'S WHITE (Potential Order = 1)</b>		<u>Vehicle Spec # 4</u>
	<b>Replaces Truck 592</b>	As Specified/ Exceptions Noted
Make & Model	1-LIGHT DUTY Crew Cab 4X4 WT, (Chevy Colorado, or Equivalent)	
Proposed Make & Model		
Air Conditioning/Heater	Factory Air-Conditioning	
Accessories	Vendor to supply one, 5 lb. fire extinguisher at time of delivery.	
Alternator	Manufacturer Standard	
Axle Ratio, Rear	Manufacturer Standard	
Battery	Manufacturer Standard	
Bed Size	5.0 FT.	
Brakes	Power with 4-wheel ABS & 4-wheel disc.	
Bumpers, Front & Rear	Manufacturer's Standard	
Cab	Conventional type, equipped with two sun visors. Full instrumentation shall include fuel, water temperature, oil pressure, speedometer, and cruise control. Power locks and windows. Multiple speed windshield wipers, in cab dome light and HD floor mats.	
CARB Emission Certification	California Certified	
Cooling System	Largest package available by manufacturer.	
Engine	Manufacturer Standard	
Fuel Tank Capacity	Manufacturer Standard	
GVWR, Front	Manufacturer Standard	
GVWR, Rear	Manufacturer Standard	
GVWR	Manufacturer Standard	
Keys and Manuals	Five sets of keys per vehicle at time of delivery.	
Mats	All-Weather Floor Mats (Dealer Installed)	
Mirrors	Mirrors shall be black & foldaway trailer tow type	

<b>LIGHT DUTY SIZE 4X4 CREW CAB PAINTED MANUFACTURER'S WHITE (Potential Order = 1)</b>		<b><u>Vehicle Spec # 4</u></b>
	<b>Replaces Truck 592</b>	As Specified/ Exceptions Noted
Payload	Manufacturer Standard	
Power	Manufacturer Standard	
Radio	AM/FM OEM Stereo with Clock	
Restraint System	Dual air bags. Seat belts for all seating positions.	
Seats	Split cloth bench, dark gray or black in color.	
Steering, Tilt	Included. Shall be power assist.	
Torque	Manufacturer standard	
Transmission	Manufacturer Standard	
Warranty	3 year/36,000 mile Standard Warranty	
Wheels and Tires (5)*	Manufacturer Standard	
Wheelbase	Manufacturer Standard	
*Spare tire shall be mounted & secured on production-type carrier. All tires & wheels shall be same brand, tread design, size, load range & appearance.		

**\*Submit pricing for Vehicle Spec #4 on Bid Submission Form, Page 19**

Summary of Bid Submission Form for the:  
**PURCHASE OF SIX (6) REPLACEMENT VEHICLES,**  
**SPECIFICATION NO. SV 26-07**  
in Simi Valley, California

Dated: \_\_\_\_\_

TO: Deputy Administrative Services Director (Budget & Purchasing)  
City of Simi Valley  
2929 Tapo Canyon Road  
Simi Valley, CA 93063

The undersigned declares that he or she has carefully examined Specification No. SV 26-07 accompanying the invitation to bid and is thoroughly familiar with the contents thereof; is authorized to represent the bidding firm; and proposes to deliver, F.O.B. Simi Valley:

Bid Item: **PURCHASE OF SIX (6) REPLACEMENT VEHICLES**

Each Vehicle is to be fully equipped and as described in said Specification, which is made a part of this proposal, quoted herein in full:

	Vehicle Spec #1	Vehicle Spec #2	Vehicle Spec #3	Vehicle Spec #4
Base Price (Cost Per Vehicle)				
State Tire Fee (Cost Per Vehicle)				
Other (Provide Detail in Exceptions, page 20)				
Subtotal (Cost Per Vehicle)				
Sales Tax @ 7.25% (Cost Per Vehicle)				
<b>Quantity</b>	<b>(1)</b>	<b>(2)</b>	<b>(2)</b>	<b>(1)</b>
<b>Total Cost (Cost Per Vehicle)</b>				
<b>Grand Total (All Vehicles)</b>	\$			

Check here if Simi Valley Local Business Preference applies (See Bid Terms and Conditions).

The dollar amounts reflected above will be verified and the City will correct any calculation errors. Only the unit price will be considered as representing the bidder's intention and the total will be corrected to conform to the specified unit price.

This bid does not include Federal Excise Taxes or License Fees.

THE ONLY EXCEPTIONS FROM THE SPECIFICATIONS ARE:

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**(Note: The City is not obligated to accept any deviations or exceptions from the specifications, and may at the City's sole discretion reject any such deviations or exceptions.)**

Firm Name: \_\_\_\_\_ Phone No. \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_

**CONTRACT SAMPLE**

The successful bidder will be required to enter into the sample contract as provided below.

**AGREEMENT NO. [Click here to enter text.](#)  
Services Agreement**

CONTRACTOR: \_\_\_\_\_

DATE MAILED: \_\_\_\_\_

Below you will find a checklist relating to Insurance and other requirements that are required for doing business with the City of Simi Valley. Only those items checked-off are MANDATORY, however if your standard policies exceed the minimum requirements please include. Commercial general liability insurance must meet or exceed the requirements of ISO-CGL Form No. CG 00 01 11 85 or 88, or equivalent. The amount of insurance set forth below will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies will be endorsed to name the City, its officials, and employees as "additional insureds" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by the City will be excess thereto. Such insurance must be on an "occurrence," not a "claims made," basis and will not be cancelable or subject to reduction except upon thirty (30) days prior written notice to the City.

- Comprehensive General Liability, including coverage for premises, products and completed operations, independent contractors, personal injury and contractual obligations with combined single limits of coverage of at least \$2,000,000 per occurrence.
- Auto Liability, including owned, non-owned and hired vehicles with at least:
  - \$500,000 per occurrence.
  - \$1,000,000 per occurrence.
  - As required by State Statutes. A copy of your current policy must be submitted naming yourself and or your company.
- Workers' Compensation Insurance: as required by State Statutes. (Not needed if Self-employed with no employees and CONTRACTOR signs statement to this effect.)
- Errors & Omissions or Malpractice or Professional Liability: depending on type of contract/service. At least \$500,000 per occurrence.
- Business License: The CONTRACTOR must have a current City of Simi Valley license on file at City Hall or purchase said license (at no cost to the City).

**PLEASE NOTE: ALL APPLICABLE INFORMATION LISTED ABOVE MUST BE OBTAINED AND ON FILE, PRIOR TO THE ISSUANCE OF A CITY PURCHASE ORDER BEING SENT TO YOU (VIA EMAIL OR HARD COPY) BY THE RISK MANAGER/PURCHASING AGENT, THUS AUTHORIZING COMMENCEMENT OF WORK FOR THE CITY.**

Submitted by (complete all blanks): **COLOR COPY REQUIRED BACK TO THE CITY**

Company Name:	By (Print name & title):
Company Street Address:	Vendor's Authorized Signature required:
City, State, Zip:	Date signed:
Phone:	Agreement Date & Expiration Date:
Services Rendered:	Agreement Amount

Originator/Department Contact: \_\_\_\_\_ Date initiated: \_\_\_\_\_

Department Head Review: \_\_\_\_\_ City Manager Approval : \_\_\_\_\_

Return the original fully executed form to the City Clerk's office  
Attach: Scope of Work and/or Quotes

1.GENERALLY. The materials, supplies, or services (collectively, "Purchase") covered by this purchase order ("order") must be furnished by Seller subject to all the terms and conditions contained in this order which Seller, in accepting this order, agrees to be bound by and comply with in all particulars. No other terms or conditions are binding upon the parties unless subsequently agreed to in writing. Written acceptance or shipment of all or any portion of the Purchase covered by this order constitutes unqualified acceptance of all terms and conditions in this order. The terms of any proposal referred to in this order are included and made a part of the order only to the extent it specified the Purchase ordered, the price, and the delivery, and then only to the extent that such terms are consistent with the terms and conditions of this order.

2.INSPECTION. The Purchase furnished must be exactly as specified in this order, free from all defects in Seller's performance, design, workmanship, and materials, and, except as otherwise provided, is subject to inspection and test by City at all times and places. If, before final acceptance, any Purchase is found to be incomplete, or not as specified, City may reject it, require Seller to correct it without charge, or require delivery of such Purchase at a reduction in price that is equitable under the circumstances. If seller is unable or refuses to correct such items within a time deemed reasonable by City, City may terminate the order in whole or in part. Seller bears all risks as to rejected Purchases and, in addition to any costs for which Seller may become liable to City under other provisions of this order, must reimburse City for all transportation costs, other related costs incurred, or payments to Seller in accordance with the terms of this order for unaccepted Purchases. Notwithstanding City's acceptance of any Purchase, Seller is liable for latent defects, fraud, or such gross mistakes as constitute fraud.

3.CHANGES. City may make changes within the general scope of this order in drawings and specifications for specially manufactured supplies, place of delivery, method of shipment or packing of the order by giving notice to Seller and subsequently confirming such changes in writing. If such changes affect the cost of or the time required for performance of this order, an equitable adjustment in the price or delivery or both must be made. No change by Seller is allowed without City's written approval. Any claim by Seller for an adjustment under this section must be made in writing within thirty (30) days from the date of receipt by Seller of notification of such change unless City waives this condition in writing. Nothing in this section excuses Seller from proceeding with performance of the order as changed.

4. TERMINATION. City may terminate this order at any time, either verbally or in writing, with or without cause. Should termination occur, City will pay Seller as full performance until such termination the unit or pro rata order price for the performed and accepted portion of the Purchase. City may provide written notice of termination for Seller's default if Seller refuses or fails to comply with this order. If Seller does not cure such failure within a reasonable time period, or fails to perform the Purchase within the time specified (or allowed by extension), Seller will be liable to City for any excess costs incurred by City.

5.TIME EXTENSION. City may extend the time for completion if, in City's sole determination, Seller was delayed because of causes beyond Seller's control and without Seller's fault or negligence. In the event delay was caused by City, Seller's sole remedy is limited to recovering money actually and necessarily expended by Seller because of the delay; there is no right to recover anticipated profit.

6.REMEDIES CUMULATIVE. City's rights and remedies under this order are not exclusive and are in addition to any rights and remedies provided by law.

7.TITLE. Title to materials and supplies purchased under this order pass directly from Seller to City upon City's written acceptance following an actual inspection and City's opportunity to reject.

8.PAYMENT. City will pay Seller after receiving acceptable invoices for materials and supplies delivered and accepted or services rendered and accepted. City will not pay cartage, shipping, packaging or boxing expenses unless specified in this order. Drafts will not be honored.

9.INDEMNIFICATION. Seller agrees to indemnify and hold City harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising out of the Purchase or the order, or their performance, except for such loss or damage arising from City's sole negligence or willful misconduct. Should City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of the Purchase or order, or their performance, Seller will defend City (at City's request and with counsel satisfactory to City) and indemnify City for any judgment rendered against it or any sums paid out in settlement or otherwise. For purposes of this section "City" includes City's officers, elected officials, and employees. It is expressly understood and agreed that the foregoing provisions will survive termination of this order. The requirements as to the types and limits of insurance coverage to be maintained by Seller, and any approval of such insurance by City, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by Seller pursuant to this order, including, without limitation, to the provisions concerning indemnification.

10.WARRANTY. Seller agrees that the Purchase is covered by the most favorable commercial warranties the Seller gives to any customer for the same or substantially similar supplies or services, or such other more favorable warranties as is specified in this order. Warranties will be effective notwithstanding any inspection or acceptance of the Purchase by City.

11.ASSIGNMENT. City may assign this order. Except as to any payment due under this order, Seller may not assign or subcontract the order without City's written approval. Should City give consent, it will not relieve Seller from any obligations under this order and any transferee or subcontractor will be considered Seller's agent.

12.INSURANCE. Seller must provide the insurance indicated on the face sheet of this order.

13.PERMITS. Seller must procure all necessary permits and licenses, and abide by all federal, state, and local laws, for performing this order.

14.INDEPENDENT CONTRACTOR. City and Seller agree that Seller will act as an independent contractor and will have control of all work and the manner in which is it performed. Seller will be free to contract for similar service to be performed for other employers while under contract with City. Seller is not an agent or employee of City and is not entitled to participate in any pension plan, insurance, bonus or similar benefits City provides for its employees. Any provision in this order that may appear to give City the right to direct Seller as to the details of doing the work or to exercise a measure of control over the work means that Seller will follow the direction of the City as to end results of the work only.

15.WAIVER. City's review or acceptance of, or payment for, work product prepared by Seller under this order will not be construed to operate as a waiver of any rights City may have under this Agreement or of any cause of action arising from Seller's performance. A waiver by City of any breach of any term, covenant, or condition contained in this order will not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this order, whether of the same or different character.

16.INTERPRETATION. This Agreement was drafted in, and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Ventura County.