



**CHAD CHRONISTER, SHERIFF**

September 9, 2024

**SUBJECT:** Invitation to Bid 2024-005 *ASSORTED VEHICLE PROCUREMENT*

**MESSAGE:** Please note and acknowledge the following changes or additions to be included in the referenced section(s) of 2024-005.

1. Pages 4 & 39 will be replaced in their entirety to extend the ITB Package Submittal Response Deadline by thirteen (13) calendar days to now read: September 24, 2024.
2. The Questions and Answers submitted by the deadline, are being attached and incorporated into the Solicitation as Q&A#1 & Q&A #2.
3. APPENDIX IV – Pricing Matrix will be replaced in its entirety to include two (2) additional Item Groups and six (6) Makes with a specified Model.

Please complete the acknowledgement of this notice on the next page of this document and include it in your proposal response.

Sincerely,

*William Spinelli*

William V. Spinelli, CPA  
Chief Financial Officer

WVS/mt

**Enclosure**

*2024-005 ASSORTED VEHICLE PROCUREMENT pages 4 & 39*

*Q&A #1, Q&A #2*

*APPENDIX IV – PRICING MATRIX*

*ACKNOWLEDGMENT OF AMENDMENT*

## SOLICITATION OVERVIEW

SUBJECT: Invitation to Bid 2024-005

BID TITLE: Assorted Vehicle Procurement

**BID OVERVIEW:** The purpose of this Invitation to Bid (Bid) is to describe the requirements of Chad Chronister, the Sheriff of Hillsborough County, a Constitutional Office of the State of Florida (Sheriff), to establish contracts with manufacturer's authorized dealers with the intent to provide Participating Public Agencies with the best and broadest possible selection of assorted vehicle products and services to meet their various needs. Therefore, the Suppliers should have demonstrated experience in providing the Products and Services as defined in PART C *Specifications*. The intention is to have the resulting contract agreements administered by the Florida Sheriffs Association (FSA).

Any reference to the "Work" throughout this document is defined to be inclusive of the Scope of Work and any related performance detailed herein.

**BID OPENING DATE & TIME:** Tuesday, September 24, 2024, at 3:00 PM EDT

PLACE: Hillsborough County Sheriff's Office  
 Sheriff's Operations Center  
 Financial Services Division - Purchasing Section  
 2008 East 8th Avenue  
 Tampa, FL 33605

CONTRACT TERM: Four (4) years initial award, three (3) optional two (2) year renewals.

**PROPOSED SCHEDULE:**

The Bid schedule set out herein represents the HCSO's best estimate of the schedule that will be followed. If a component of this schedule, such as the deadline for receipt, is delayed, the rest of the schedule may shift accordingly. All times are Eastern Standard Time.

Issue Date: Advertisement/Website Publication/OSD	August 14, 2024
Letter of Intent and Questions and Clarifications Deadline	August 28, 2024
Deadline for Receipt / Bid Opening	September 24, 2024, at 3:00 PM
Award Notification Target Date	October 1, 2024

This Bid does not, by itself, obligate the HCSO. The HCSO's obligation will commence when the contract is awarded. Upon written notice to the Awarded Supplier, the HCSO may set a different starting date. The HCSO will not be responsible for any Work commenced, even in good faith, if it occurs prior to the contract start date set by the HCSO.

**PACKAGING LABEL**

Below is the LABEL which is required on the OUTSIDE of your Sealed Submittal Package.  
Use this label which clearly marks the Solicitation Number and Title and return to the specified address  
no later than the proposal due date and time.

HILLSBOROUGH COUNTY SHERIFF'S OFFICE  
SHERIFF'S OPERATIONS CENTER  
ATTN: FINANCIAL SERVICES DIVISION – PURCHASING SECTION  
2008 EAST 8<sup>TH</sup> AVE  
TAMPA FL 33605

ITB PACKAGE SUBMITTAL

URGENT

From: \_\_\_\_\_

BID # 2024-005

URGENT

Assorted Vehicle Procurement

OPENING DATE/TIME:

September 24, 2024 @ 3:00 PM EDT

Questions & Answers

#1

**1. Would you please provide the historical annual aggregate number of *individual* vehicle purchases made covered by this ITB, and how many you forecast for the upcoming year?**

**Answer:** With the availability to purchases to be conducted by any unit of local government, political subdivision or agency of the State of Florida, including but not limited to counties, municipalities, sheriffs' offices, clerks, property appraisers, tax collectors, supervisors of elections, school boards or districts, water management districts, other special districts, police and fire departments, emergency response units, state universities and colleges, or other state, local or regional government entities within the State of Florida; and any Eligible User, as defined in F.A.C. 60A-1.001(2), we anticipate approximately 1,000 to 1,500 vehicles to be purchased through this contract once awarded.

**2. Provide the vehicle specification for utility vehicles requested.**

**Answer:** The intent of this RFP is to obtain an MSRP less discount on a variety of vehicles that are in available inventory. Any vehicle that is available in current inventory is qualified for the MSRP less discount.

**3. Will on-road trailers be considered utility vehicles? Non-motorized bicycles?**

**Answer:** All respondents are encouraged to add any additional products not listed as an exception in their response, which will be considered upon evaluation.

**Questions & Answers**

(DEADLINE August 28, 2024)

#2

- 3. For units that are stocked through retail allocation with Ford rather than fleet allocation, would the buyer also be responsible for paying the dealer fee that applies to retail deals? In Florida, dealers must apply fees equally to all buyers and must disclose the fee in all sales documents for retail deals.**

**Answer:** The dealer fees, tag and title fees, and miscellaneous fees would be negotiated on an individual basis with the eligible supplier.

- 4. In situations where a buyer needs a specific unit that we do not have available in our stock inventory and cannot locate via dealer trade, would we be able to order the unit for production and ask that they buyer wait for production? And if not, what damages would we be liable for in that situation?**

**Answer:** Suppliers must ensure that the vehicle(s) offered are available for immediate delivery from inventory upon the award of the contract. Any ordered vehicle included within the pricing sheet or added as an exception, once in inventory, would be eligible for a purchase order issued under this agreement. A purchase order will not be issued until a requisite vehicle is available from inventory to mitigate damages.

**APPENDIX IV Pricing Sheet**

<b>Item Group</b>	<b>Item Make</b>	<b>Discount off MSRP</b>
Administrative Sedans	Chevrolet	
Administrative Sedans	Dodge	
Administrative Sedans	Ford	
Administrative Sedans	Kia	
Administrative Sedans	Nissan	
Administrative Sedans	Toyota	
All Terrain Vehicle	CanAm	
All Terrain Vehicle	Honda	
All Terrain Vehicle	Polaris	
All Terrain Vehicle	Suzuki	
All Terrain Vehicle	Yamaha	
Cab and Chassis Trucks 4X2	Chevrolet	
Cab and Chassis Trucks 4X2	Ford	
Cab and Chassis Trucks 4X2	GMC	
Cab and Chassis Trucks 4X4	Chevrolet	
Cab and Chassis Trucks 4X4	Ford	
Cab and Chassis Trucks 4X4	GMC	
Cargo & Passenger Vans	Chevrolet	
Cargo & Passenger Vans	Chrysler	
Cargo & Passenger Vans	Ford	
Cargo & Passenger Vans	GMC	
Cargo & Passenger Vans	Mercedes-Benz	
Cargo & Passenger Vans	Ram	
Cargo & Passenger Vans	Toyota	
Electric & Plug-In Hybrid	BrightDrop/General Motors	
Electric & Plug-In Hybrid	Chevrolet	
Electric & Plug-In Hybrid	Chrysler	
Electric & Plug-In Hybrid	Ford	
Electric & Plug-In Hybrid	Nissan	
Electric Bikes & Transports	Commander	
Electric Bikes & Transports	Recon	
Electric Bikes & Transports	Specialized	
Electric Bikes & Transports	Trek	
Motorcycles	Harley Davidson	
Motorcycles – Pursuit Rated	Harley Davidson Road King	
Motorcycles – Pursuit Rated	Harley Davidson Electra Glide	
Motorcycles – Pursuit Rated	Harley Davidson Police Road Glide	
Pickup Trucks 4X2	Chevrolet	
Pickup Trucks 4X2	Ford	
Pickup Trucks 4X2	GMC	
Pickup Trucks 4X2	Ram	
Pickup Trucks 4X2	Toyota	
Pickup Trucks 4X4	Chevrolet	
Pickup Trucks 4X4	Ford	

<b>Item Group</b>	<b>Item Make</b>	<b>Discount off MSRP</b>
Pickup Trucks 4X4	GMC	
Pickup Trucks 4X4	Ram	
Pickup Trucks 4X4	Toyota	
Utility and Hybrid Vehicles 4X2	Chevrolet	
Utility and Hybrid Vehicles 4X2	Dodge	
Utility and Hybrid Vehicles 4X2	Ford	
Utility and Hybrid Vehicles 4X2	GMC	
Utility and Hybrid Vehicles 4X2	Kia	
Utility and Hybrid Vehicles 4X2	Nissan	
Utility and Hybrid Vehicles 4X2	Toyota	
Utility and Hybrid Vehicles 4X4 & AWD	Chevrolet	
Utility and Hybrid Vehicles 4X4 & AWD	Dodge	
Utility and Hybrid Vehicles 4X4 & AWD	Ford	
Utility and Hybrid Vehicles 4X4 & AWD	GMC	
Utility and Hybrid Vehicles 4X4 & AWD	Kia	
Utility and Hybrid Vehicles 4X4 & AWD	Nissan	
Utility and Hybrid Vehicles 4X4 & AWD	Toyota	
Utility Task Vehicles	Bobcat	
Utility Task Vehicles	CanAm	
Utility Task Vehicles	Honda	
Utility Task Vehicles	John Deere	
Utility Task Vehicles	Kawasaki	
Utility Task Vehicles	Kubota	
Utility Task Vehicles	Polaris	
Utility Task Vehicles	Suzuki	
Utility Task Vehicles	Yamaha	
Pursuit Rated Vehicles	Chevrolet Tahoe 4x2 PPV	
Pursuit Rated Vehicles	Chevrolet Silverado 4x4 PPV	
Pursuit Rated Vehicles	Chevrolet Tahoe 4x4 PPV	

The below listed exceptions to the above list are also offered, in stock, for consideration.

<b>Item Group</b>	<b>Item Make</b>	<b>Discount off MSRP</b>



**CHAD CHRONISTER, SHERIFF**

ACKNOWLEDGMENT OF AMENDMENT

We do hereby acknowledge the information and/or changes described in  
Invitation to Bid 2024-005 *ASSORTED VEHICLE PROCUREMENT*.

PLEASE PRINT: Company Name: \_\_\_\_\_

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

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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

(Signed Acknowledgment must be included with your Submission)