



**BOARD OF COUNTY COMMISSIONERS**  
**WARREN COUNTY, OHIO**

*406 Justice Drive, Lebanon, Ohio 45036*

*www.co.warren.oh.us*

*commissioners@co.warren.oh.us*

*Telephone (513) 695-1250*

*Facsimile (513) 695-2054*

**SHANNON JONES**  
**DAVID G. YOUNG**  
**TOM GROSSMANN**

AWARDING THE BID TO MT. ORAB CHYRSLER DODGE JEEP RAM FOR THE PURCHASE OF TWO (2) HANDICAP UPFIT 2024 CHRYSLER VOYAGER LX VANS AND TWO (2) STANDARD 2024 CHRYSLER VOYAGER LX VANS

WHEREAS, bids were closed at 10:00 a.m., July 01, 2024, and the bids received were opened and read aloud for the purchase of Two (2) Handicap Upfit 2024 Chrysler Voyager LX Vans and Two (2) Standard 2024 Chrysler Voyager LX Vans are on file in the Commissioners' Office; and

WHEREAS, upon review of such bids by Jim Plagge, Transportation Coordinator, Mt. Orab Chrysler Dodge Jeep Ram has been determined to be the best and lowest bidder.

NOW THEREFORE BE IT RESOLVED, upon recommendation of the Warren County Veterans Service Office, that it is the intent of this Board to award the bid to Mt. Orab Chrysler Dodge Jeep Ram., 110 Gabbard Way, Mt. Orab, Ohio, for a total bid price of \$197,500.00.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – yea

Mr. Grossmann – yea

Mrs. Jones – yea

Resolution adopted this 30<sup>th</sup> day of July 2024.

BOARD OF COUNTY COMMISSIONERS

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Krystal Powell, Clerk

js\

cc: Veterans (file)  
OMB Bid file



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**TOM GROSSMANN  
SHANNON JONES  
DAVID G. YOUNG**

**BID OPENING**

**July 01, 2024**

**BID OPENING – 2024 Veterans Vans Purchase Project**

Bids were closed at 10:00 a.m. this 1<sup>st</sup> day of July and the following bids were received, opened, and read aloud for the 2024 Veterans Vans Purchase Project for the Warren County Veterans Office.

Mt. Orab CDJR Cincinnati, OH	\$197,500.00
Western Reserve Coach Sales NE Alliance, OH	\$134,950.00

Jim Plagge, Veterans Office, will review bids for a recommendation at a later date.

cc: Bid File

OMB

Vets

**ADVERTISEMENT FOR BIDS**

**WARREN COUNTY VETERANS SERVICE OFFICE  
TWO (2) HANDICAP UPFIT 2024 CHRYSLER VOYAGER LX VANS AND TWO (2)  
STANDARD 2024 CHRYSLER VOYAGER LX VANS**

Sealed bids will be received by the Warren County Ohio Commissioners Office until July 01, 2024 @ 10:00 a.m., for the Warren County Veterans Service Office two (2) handicap upfit 2024 Chrysler Voyager vans and two (2) standard 2024 Chrysler Voyager vans. Bid envelopes must be clearly marked with the name of the person/company submitting the bid, and addressed to the following:

WARREN COUNTY BOARD OF COMMISSIONERS  
**Bid Opening – TWO (2) HANDICAP UPFIT 2024 CHRYSLER VOYAGER LX VANS AND TWO  
(2) STANDARD 2024 CHRYSLER VOYAGER LX VANS**  
ATTENTION: Krystal Powell  
406 JUSTICE DRIVE  
LEBANON, OH 45036

Bid documents and specifications are available online at the Warren County Website at <https://www.co.warren.oh.us/Commissioners/Bids/Default.aspx>. Questions regarding the technical specifications should be emailed to Jim Plagge, at [Jim.plagge@co.warren.oh.us](mailto:Jim.plagge@co.warren.oh.us) . Bids should include the full name of the company submitting the bid and be accompanied by a bid bond, certified check, cashier's check, or money order on a solvent bank or savings and loan association for (5) percent of the bid.

This notice is posted on the Warren County website. The Warren County Website can be accessed at <https://www.co.warren.oh.us/Commissioners/Bids/Default.aspx>. Please Contact the Warren County Commissioners Office at (513) 695-1250 should you need assistance in accessing the bidding information on the County website.

Please be aware that if you are downloading this document to bid this project, addendums to the scope may be issued prior to the bid date. In order to stay updated on any change, please email Krystal Powell in the Commissioner's Office at [Krystal.powell@co.warren.oh.us](mailto:Krystal.powell@co.warren.oh.us) with your contact information.

The Board of Warren County Commissioners reserve the right to accept the lowest and best bid, to reject all bids, and to waive any irregularities in bids.

By order of the Board of County Commissioners, Warren County, Ohio.

---

Krystal Powell, Clerk

\* \* \* \* \*

**Today's Pulse of Warren County:**

Please publish the above advertisement one (1) time, the week of June 16, 2024.

**Bill to Warren County Commissioners**

***INSTRUCTIONS AND SPECIFICATIONS  
FOR  
TWO (2) HANDICAP UPFIT 2024 CHRYSLER VOYAGER LX VANS AND TWO (2)  
STANDARD 2024 CHRYSLER VOYAGER LX VANS  
FOR UTILIZATION BY THE  
WARREN COUNTY VETERANS'S SERVICE OFFICE***

**WARREN COUNTY BOARD OF COMMISSIONERS  
406 JUSTICE DRIVE  
LEBANON, OHIO 45036  
(513) 695-1250**

BID PROPOSAL

TO: Warren County Board of Commissioners

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

The Undersigned hereby agrees to furnish, deliver, and install all equipment as provided in the technical specifications.

<u>Quantity Description</u>	<u>Make/ Model</u>	<u>Total Cost</u>
Handicap Upfit Van #1	_____	_____
Handicap Upfit Van #2	_____	_____
Standard Van #1	_____	_____
Standard Van #2	_____	_____

**Total Bid Price \$** \_\_\_\_\_

The above quotations to be in full force and effect for sixty (60) days after the date of opening bids. The full name and address of all persons and parties interested in the foregoing bids as principals are as follows:

This equipment meets or exceeds the specifications for same on file in the office of the Warren County Veteran's Service Office.

Failure to list any and all detailed deviations on the Exception Sheet pertaining to the Technical Specifications may result in disqualification.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Title

## EXCEPTION SHEET

Exceptions: Exceptions to any bid specification must be clearly stated on this sheet. This sheet must be submitted with each bid. If there are no exceptions, please indicate "none" below.

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_
- 6) \_\_\_\_\_
- 7) \_\_\_\_\_
- 8) \_\_\_\_\_
- 9) \_\_\_\_\_
- 10) \_\_\_\_\_

BIDDER IDENTIFICATION

**ATTENTION BIDDER:** Please fill out this form and submit with your bid.

COMPANY NAME: \_\_\_\_\_

CHIEF EXECUTIVE OFFICER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

PROJECT CONTACT PERSON: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

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

FEDERAL I.D. #: \_\_\_\_\_

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Exception Sheet  
Bidder Identification

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D) Affidavit of Non- Collusion

E) Verification Statement

F) Equal Employment Opportunity Requirements, Bid Conditions, and  
    Non-Discrimination and Equal Employment Opportunity Affidavit

G) Findings for Recovery Affidavit

H) Technical Specifications/Special Provisions



**SECTION A**  
**INVITATION TO BIDDERS**

## INVITATION TO BIDDERS

### **WARREN COUNTY VETERANS SERVICE OFFICE TWO (2) HANDICAP UPFIT 2024 CHRYSLER VOYAGER LX VANS AND TWO (2) STANDARD 2024 CHRYSLER VOYAGER LX VANS**

Sealed bids will be received by the Warren County Ohio Commissioners Office until July 01, 2024 @ 10:00 a.m., for the Warren County Veterans Service Office Two (2) Handicap Upfit 2024 Chrysler Voyager LX Vans And Two (2) Standard 2024 Chrysler Voyager LX Vans. Bid envelopes must be clearly marked with the name of the person/company submitting the bid, and addressed to the following:

### **WARREN COUNTY BOARD OF COMMISSIONERS Bid Opening – Warren County Veterans Service Office Two (2) Handicap Upfit 204 Chrysler Voyager LX Vans And Two (2) Standard 2024 Chrysler Voyager LX Vans**

ATTENTION: Krystal Powell  
406 JUSTICE DRIVE  
LEBANON, OH 45036

Bid documents and specifications are available online at the Warren County Website at <https://www.co.warren.oh.us/Commissioners/Bids/Default.aspx>. Questions regarding the technical specifications should be emailed to Jim Plagge, at [Jim.plagge@co.warren.oh.us](mailto:Jim.plagge@co.warren.oh.us) . Bids should include the full name of the company submitting the bid and be accompanied by a bid bond, certified check, cashier's check, or money order on a solvent bank or savings and loan association for (5) percent of the bid.

This notice is posted on the Warren County website. The Warren County Website can be accessed at <https://www.co.warren.oh.us/Commissioners/Bids/Default.aspx>. Please Contact the Warren County Commissioners Office at (513) 695-1250 should you need assistance in accessing the bidding information on the County website.

Please be aware that if you are downloading this document to bid this project, addendums to the scope may be issued prior to the bid date. In order to stay updated on any change, please email Krystal Powell in the Commissioner's Office at [Krystal.powell@co.warren.oh.us](mailto:Krystal.powell@co.warren.oh.us) with your contact information.

The Board of Warren County Commissioners reserve the right to accept the lowest and best bid, to reject all bids, and to waive any irregularities in bids.

By order of the Board of County Commissioners, Warren County, Ohio.

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Krystal Powell, Clerk

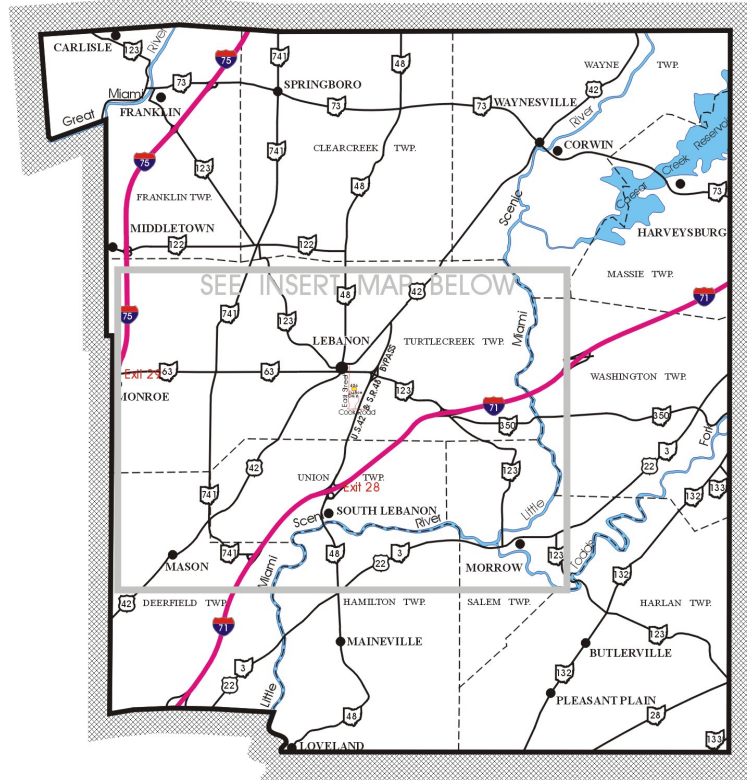


# DIRECTIONS FROM INTERSTATE HIGHWAYS 71 & 75 TO WARREN COUNTY, OHIO

## COUNTY ADMINISTRATION BUILDING



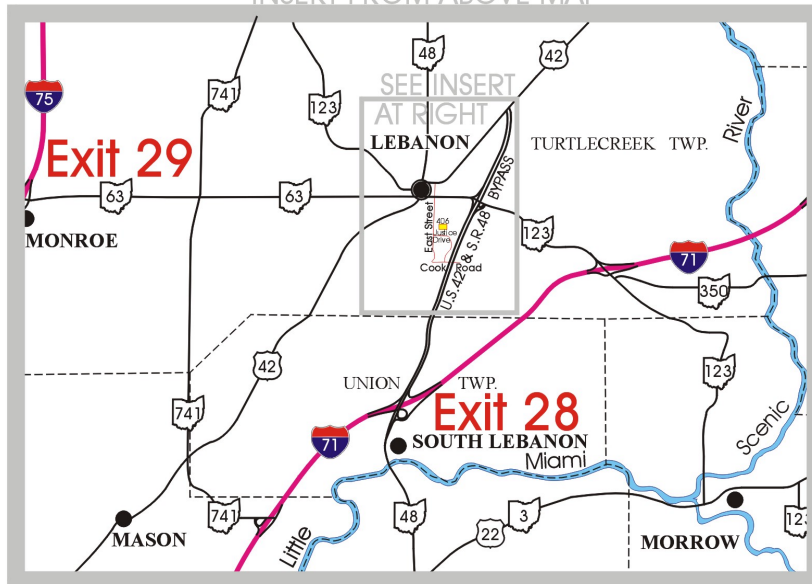
### TRI-STATE REGION COUNTIES



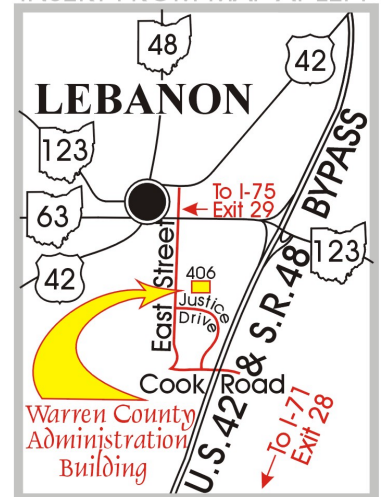
- FROM INTERSTATE 75:**
- Take Monroe / Lebanon Exit 29,
  - Head East on S. R. 63 into Lebanon,
  - Turn right onto East Street,
  - Turn left onto Justice Drive,
  - Turn left into parking lot,
  - At first driveway on left.

- FROM INTERSTATE 71:**
- Take Lebanon / South Lebanon Exit 28,
  - Head North on U. S. 42 / S. R. 48 Bypass,
  - Turn left onto Cook Road at traffic light,
  - Turn at first right onto Justice Drive,
  - Turn right at first street on right,
  - Then left into parking lot at first left.

INSERT FROM ABOVE MAP



INSERT FROM MAP AT LEFT



Map Prepared By: Warren County Regional Planning Commission

**SECTION B**

**GENERAL INSTRUCTIONS TO BIDDERS**

## GENERAL INSTRUCTIONS TO BIDDERS

Bids for the purchase of two (2) handicap upfit 2024 Chrysler Voyager LX vans and two (2) standard 2024 Chrysler Voyager LX vans for the Warren County Veterans Service Office will be received by the Clerk of the Board of Warren County Commissioners, at the office of said Board, 406 Justice Drive, Lebanon, Ohio, 45036, until July 01, 2024.

**BIDDER:** To ensure acceptance of your bid, please follow these instructions:

1. **APPLICABLE LAWS:** The Ohio Revised Code and resolutions and procedures of Warren County, insofar as they apply to the laws of competitive bidding contracts and purchases, are made a part hereof. All laws of the United State of America, the State of Ohio, and the County of Warren applicable to the products or services covered herein, are made a part hereof.
2. **PRICING:** Prices should be stated in units of quantity specified in the bid document. In case of a discrepancy in computing the amount of the bid, unit prices quoted shall govern.
3. **DELIVERY:** Quotations should include all charges for delivery, packing, crating, containers, etc. Prices quoted will be considered as being based on delivery.
4. **SPECIFICATIONS/DESCRIPTIONS:** References to a particular trade name, manufacturer's catalog, or model number, are made for descriptive purposes to guide the bidder in interpreting the requirements of the County. They should not be construed as excluding proposals on other types of materials, equipment, and supplies. However, the bidder, if awarded a contract, will be required to furnish the particular item referred to in the specifications or description unless a departure or substitution is clearly noted and described in the proposal.
5. **TAXES:** The County is generally exempt from Federal Excise Tax and State Sales Tax.
6. **BID INFORMALITIES, REJECTION, AND AWARD:** The County reserves the right to reject any or all bids and to waive any irregularities in a bid, or to accept the bid which in the judgment of proper officials is to be the lowest and best bid. The County reserves the right to accept a part or parts of a bid unless otherwise restricted in the bid.
7. **PAYMENTS:** Partial payments may be made upon presentation of a properly executed invoice unless otherwise stated in the bid document. The final payment will be made by the County when the materials, supplies, services, or equipment have been fully delivered and accepted or the work completed to the full satisfaction of the County.
8. **BIDDERS SIGNATURE:** Each proposal price (bid) sheet must be signed by the bidder with his usual signature. All signatures should be in full. Bids by partnership should include the names of the partners composing the partnership and must be signed by one or more of the partners in the following manner "John James Smith, D.B.A., Smith-James Company, by John James, a partner."

9. **SUBMISSION AND RECEIPT OF BIDS:**

- A. Bidders are requested to use the bid sheet proposal form furnished by the County.
  - B. Exceptions to any bid specification must be clearly detailed on the exception sheet. The exception sheets must be completed and submitted attached to the bid sheet. If "none" is shown on the exception sheet, all items bid must be equal or superior to the original specifications.
  - C. Proposals having any erasures or corrections thereon may be rejected unless explained or noted over the signature of the bidder.
  - D. Bids shall be submitted in a sealed envelope clearly marked "Bid Opening –Warren County Veterans Service Office Two (2) Handicap Upfit 2024 Chrysler Voyager LX Vans and Two (2) Standard 2024 Chrysler Voyager LX Vans, July 01, 2024 at 10:00 a.m." and shall display the bidder's name and address in the upper left-hand corner of the envelope.
10. **LOCAL SERVICE:** Local service is to be provided by the successful bidder, if applicable. Service during the warranty period shall be at no cost to Warren County; to include all incidental costs such as travel, mileage, hauling, etc.
11. **REAL AND/OR PERSONAL PROPERTY TAX AFFIDAVIT:** All bidders must complete the Real and/or Personal property tax affidavit (Section C) and submit with bid. *This section should be fully completed whether or not you as a vendor/contractor own property in Warren County, Ohio.*
12. **EEO Requirements:** Please see Section E for requirements and Non-Discrimination and Equal Employment Opportunity Affidavit.
13. **BID GUARANTY:** A bond, certified check, cashier's check, or money order on a solvent bank or savings and loan association for (5) percent of the bid. Form of a bid guaranty bond is attached (Attachment A).
14. **DEADLINE FOR SUBMITTING SEALED BIDS:** Sealed bids must be received by the Clerk of the Warren County Board of Commissioners prior to July 01, 2024 at 10:00 a.m. Bids shall be opened after that time. Warren County shall not accept responsibility for any delay in delivery of a bid.
15. **LENGTH OF BINDING QUOTATIONS:** All prices quoted in the bid proposal are binding for sixty (60) days from the date of opening.
16. **WITHDRAW OF BID:** A Bidder may withdraw his bid from consideration if the price bid was substantially lower than the other bids, provided the bid was submitted in good faith and the reason for the price being substantially lower was a clerical mistake as opposed to a judgment mistake and was actually due to an unintentional omission of a substantial quantity of work, labor or material made directly in the compilation of the bid. Request to withdraw such bid must be made in writing and filed with the Owner within two business

days after the opening of bids and prior to the acceptance thereof. No bid may be withdrawn after it has been accepted by the Warren County Board of Commissioners.

17. **DELAY IN DELIVERY:** Any delay in delivery beyond the date stated on the bid proposal may result in liquidated damages of up to 5% at the County's discretion.
18. **ADVERTISEMENT:** An advertisement inviting bids for materials/services provided herein will appear in The ***Today's Pulse of Warren County*** on Sunday, June 16, 2024.
19. **PERFORMANCE BOND:** Upon acceptance of a bid, Warren County requires, as a condition to entering into a contract with the successful Bidder, faithful performance of all things to be done under the Contract and may require, as a condition to entering a purchase contract, lease, or lease with option or agreement to purchase, the bond provided for by section [307.88](#) of the Revised Code, with good and sufficient surety in an amount not to exceed the amount of the bid. (Form of Performance bond may be found under Ohio Revised Code, Section 153.57).
20. Failure to complete and submit all required documents and attachments supplied with and/or requested in these instructions can result in a bid being considered non-responsive.
21. ***The entire bid packet should be returned with your bid.***
22. **STATEMENT: Do not submit confidential documents or documents of any type that contain trade secrets. All materials submitted become public records once opened and may be copied upon request to anybody including competitive bidders.**



**ATTACHMENT "A"**

**BID GUARANTY AND CONTRACT BOND**

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned,

\_\_\_\_\_  
(Insert Full Name or Legal Title of Contractor and Address)

\_\_\_\_\_ as Principal and

\_\_\_\_\_  
(Insert Full Name or Legal Title of Surety)

as Surety, are hereby held and firmly bound unto Warren County Board of Commissioners hereinafter called the Oblige, in the penal sum of the dollar amount of the bid submitted by the Principal to the Oblige on \_\_\_\_\_ to undertake the project known as:

**TWO (2) HANDICAP UPFIT 2024 CHRYSLER VOYAGER LX VANS AND TWO (2)  
STANDARD 2024 CHRYSLER VOYAGER LX VANS**

The penal sum referred to herein shall be the dollar amount of the Principal's bid to the Oblige, incorporating any additive or deductive alternate proposals made by the Principal on the date referred to above to the Oblige, which are accepted by the Oblige. In no case shall the penal sum exceed the amount of \_\_\_\_\_ DOLLARS, \$ \_\_\_\_\_. If this item is left blank, the penal sum will be the full amount of the Principal's bid, including alternates. Alternatively, if completed, the amount stated must not be less than the full amount of the bid, including alternates in dollars and cents. A percentage is not acceptable.

For the payment of the penal sum well and truly to be made we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns.

**THE CONDITION OF THE ABOVE OBLIGATION IS SUCH**, that whereas the above-named Principal has submitted a bid on the above referred to project;

**NOW, THEREFORE**, if the Oblige accepts the bid of the Principal and the Principal fails to enter into a proper contract in accordance with the bid, plans, details, specifications, and bills of material; and in the event the Principal pays to the Oblige the difference not to exceed ten percent of the penalty hereof between the amount specified in the bid and such larger amount for which the Oblige may in good faith contract with the next lowest bidder to perform the work covered by the bid; or in the event the Oblige does not award the contract to the next lowest bidder and resubmits the project for bidding, the Principal will pay the Oblige the difference not to exceed ten percent of the penalty hereof between the amount specified in the bid, or the costs, in connection with the resubmission, of printing new contract documents, required advertising, and printing and mailing notices to prospective bidders, whichever is less, then this obligation shall be null and void, otherwise to remain in full force and effect.

If the Oblige accepts the bid of the Principal and within TEN days after the awarding of the contract, enters into a proper contract in accordance with the bid, plans, details, specifications, and

bills of material, which said contract is made a part of this bond the same as though set forth herein; and

**IF THE SAID PRINCIPAL SHALL** well and faithfully perform each and every condition of such contract; and indemnify the Obligee against all damage suffered by failure to perform such contract according to the provisions thereof and in accordance with the plans, details, specifications, and bills of material therefore; and shall pay all lawful claims of subcontractors, materialmen, and laborers, for labor performed and materials furnished in the carrying forward, performing, or completing of said contract: we agreeing and assenting that this undertaking shall be for benefit of any materialman or laborer having a just claim, as well as for the Obligee herein; **THEN THIS OBLIGATION SHALL** be void; otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

THE SAID surety hereby stipulates and agrees that no modifications, omissions, or additions, in or to the terms of said contract or in or to the plans and specifications therefore shall in any wise affect the obligations of said surety on its bond, and it does hereby waive notice of any such modifications, omissions or additions to the terms of the contract or to the work or to the specifications.

SIGNED AND SEALED this \_\_\_\_ day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
PRINCIPAL

\_\_\_\_\_  
SURETY

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

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

Attorney-in-fact

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

Surety Agent's Name and Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SECTION C**

**AFFIDAVIT OF REAL AND/OR PERSONAL PROPERTY TAX**

**THIS SECTION SHOULD BE FULLY COMPLETED WHETHER OR NOT YOU AS A VENDOR/CONTRACTOR OWN PROPERTY IN WARREN COUNTY, OHIO.**

**AFFIDAVIT**

STATE OF \_\_\_\_\_ )  
 ) SS:  
COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_ being duly cautioned and sworn, states as follows:

1. That he is \_\_\_\_\_ of  
(Title)  
\_\_\_\_\_  
(Name of Contracting Party)

2. That \_\_\_\_\_ is not presently charged with any  
(Name of Contracting Party)  
delinquent Real and/or Personal property taxes on the general tax list of Real and/or  
Personal property of Warren County.

-OR-

1. That \_\_\_\_\_ is charged with delinquent  
(Name of Contracting Party)  
Real and/or Personal property tax on the general tax list of Real and/or Personal  
property of Warren County. The amount of delinquent Real and/or Personal property  
tax due and unpaid including any due and unpaid penalty and interest is:  
\$ \_\_\_\_\_.

Further, affiant states not.

\_\_\_\_\_  
Affiant

Sworn to and subscribed in my presence this \_\_\_\_ day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
Notary Public

This instrument was prepared by \_\_\_\_\_.

Note to Fiscal Office: If any Real and/or Personal property taxes are delinquent, you must send a copy of this statement to the Warren County Treasurer within 30 days of the date it is submitted.

**WARNING: MAKING A FALSE STATEMENT ON THIS AFFIDAVIT MAY BE PUNISHABLE BY A FINE AND/OR IMPRISONMENT**

**SECTION D**

**AFFIDAVIT OF NON-COLLUSION**

AFFIDAVIT OF NON- COLLUSION

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, holding the title and position of \_\_\_\_\_ at the firm \_\_\_\_\_, affirm that I am authorized to speak on behalf of the company, board directors and owners in setting the price on the contract, bid or proposal. I understand that any misstatements in the following information will be treated as fraudulent concealment of true facts on the submission of the contract, bid or proposal.

I hereby swear and depose that the following statements are true and factual to the best of my knowledge:

The contract, bid or proposal is genuine and not made on the behalf of any other person, company or client, INCLUDING ANY MEMBER OF THE WARREN COUNTY BOARD OF COMMISSIONERS.

The price of the contract, bid or proposal was determined independent of outside consultation and was not influenced by other companies, clients or contractors, INCLUDING ANY MEMBER OF THE WARREN COUNTY BOARD OF COMMISSIONERS.

No companies, clients or contractors, INCLUDING ANY MEMBER OF THE WARREN COUNTY BOARD OF COMMISSIONERS have been solicited to propose a fake contract, bid or proposal for comparative purposes.

No companies, clients or contractors, INCLUDING ANY MEMBER OF THE WARREN COUNTY BOARD OF COMMISSIONERS have been solicited to refrain from bidding or to submit any form of noncompetitive bidding.

Relative to sealed bids, the price of the bid or proposal has not been disclosed to any client, company or contractor, INCLUDING ANY MEMBER OF THE WARREN COUNTY BOARD OF COMMISSIONERS, and will not be disclosed until the formal bid/proposal opening date.

\_\_\_\_\_  
AFFIANT

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_ 2024

\_\_\_\_\_  
(Notary Public),

\_\_\_\_\_ County.

My commission expires \_\_\_\_\_ 20\_\_\_\_

**SECTION E**  
**VERIFICATION STATEMENT**

**VERIFICATION STATEMENT**

I \_\_\_\_\_, a duly authorized representative  
(Name)

of the \_\_\_\_\_ (Company), do hereby  
(Name of Company)

state that the bid as submitted by said Company is a true and accurate bid quotation. I do FURTHER STATE THAT AS the duly authorized representative of said company, serving as the \_\_\_\_\_, I am authorized to submit this bid on behalf

(Title)  
of the above Company.

I FURTHER STATE THAT AS the duly authorized representative of the above Company, I on behalf of said Company, accept and agree to abide by all of the conditions as set forth in the Bid Instructions and Specifications.

I, or We, will furnish all products, labor, and materials, as specified, to the Warren County Board of Commissioners on items bid and prices will be guaranteed for the dates and/or times indicated on the PROPOSAL PRICE (BID) SHEET, as required by the Bid Instructions and Specifications. I hereby verify our Company is capable in every manner (with personnel, necessary merchandise, and financial resources) to furnish the equipment for which we have submitted a bid.

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company Address

\_\_\_\_\_  
( )  
Phone



**SECTION F**

**EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS,  
BID CONDITIONS AND  
NON-DISCRIMINATION AND  
EQUAL EMPLOYMENT OPPORTUNITY AFFIDAVIT**

**EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS  
AND BID CONDITIONS FOR  
WARREN COUNTY CONSTRUCTION PROJECTS  
AND MATERIAL PURCHASES**

**CERTIFICATE OF COMPLIANCE FOR EEO PURPOSES:** (This section applies only to those projects that are funded with Federal and State monies)

All bidders on the project shall submit together with their bid, a copy of a valid Certificate of Compliance for Equal Employment Opportunity purposes contained herein.

A copy of the Certificate of Compliance is enclosed with this bid response?

Yes  No

**BIDDER'S EEO COVENANTS:**

Throughout its performance of any contract awarded to it on this project, the bidder agrees to the following covenants:

1. The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, or sex. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, national origin, ancestry, or sex. Such action shall include, but is not limited to, the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

2. The contractor will in all solicitations or advertisements for employees placed by or on behalf of the prime contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, or sex.
3. The contractor agrees to fully cooperate with the County, the State Equal Employment Opportunity Coordinator and with any other official or agency, or the State or Federal government which seeks to eliminate unlawful employment discrimination, and with all other State and Federal efforts to assure equal employment practices under its contract and the contractor shall comply promptly with all requests and directions from the County, the State Equal Opportunity Coordinator and any of the State of Ohio officials and agencies in this regard, both before and during construction.
4. Full cooperation as expressed in clause (3), above, shall include, but not be limited to, being a witness and permitting employees to be witnesses and complainants in any proceedings involving questions of unlawful employment practices, furnishing all information requested by the County and the State Equal Employment Opportunity Coordinator, and permitting

access to its books, records, and accounts by the County and the State Equal Employment Opportunity Coordinator for purposes of investigation to ascertain compliance with applicable rules, regulations and orders.

5. In the event of the contractor's noncompliance with the nondiscrimination clauses of its contract or with any of the said rules, regulations, or orders, its contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further County construction contracts.

In the event that is contract is terminated for a material breach of EEO requirements, the contractor shall become liable for any and all damages which shall accrue to the County as a result of said breach.

6. The contractor will require the inclusion of language reflecting these same six covenants within every subcontract or purchase order it executes in the performance of its contract unless exempted by rules, regulations, or orders of the State Equal Employment Opportunity Coordinator so that these provisions will be binding upon each subcontractor or vendor. The contractor will take such as the County may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in any litigation with a subcontractor, vendor, or other party as a result of such direction by the County, the contractor may be requested to protect the interests of the County.

The bidder hereby adopts the foregoing covenants?

Yes  No

**PLEASE NOTE:** The bidder's failure to adopt the Bidder's EEO Covenants and complete the foregoing certification will cause the bidder's proposal to be rejected as being non-responsive.



**SECTION G**

**FINDINGS FOR RECOVERY AFFIDAVIT**

**FINDINGS FOR RECOVERY AFFIDAVIT**

**STATE OF** \_\_\_\_\_  
**COUNTY OF** \_\_\_\_\_, SS:

\_\_\_\_\_, upon being duly cautioned and sworn, hereby states the following based on personal knowledge:

1) That he/she is \_\_\_\_\_ (title), of \_\_\_\_\_ (name of bidder) and authorized to execute this affidavit; and,

2) That \_\_\_\_\_ (name of bidder) is not a person or entity against whom a finding for recovery has been issued by the Auditor of State, which finding for recovery is unresolved as defined in Ohio Revised Code [General Provisions] Section 9.24 (B); and,

3) That \_\_\_\_\_ (name of bidder) does not appear in the database of unresolved findings of recovery maintained by the Auditor of State pursuant to Ohio Revised Code [General Provisions] Section 9.24 (D).

\_\_\_\_\_  
Affiant

Sworn to and subscribed in my presence this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission expires: \_\_\_\_\_

**SECTION H**  
**TECHNICAL SPECIFICATIONS**  
**AND**  
**SPECIAL PROVISIONS**

**WARREN COUNTY VETERANS SERVICE OFFICE**  
**TWO (2) HANDICAP UPFIT 2024 CHRYSLER VOYAGER LX VANS AND TWO (2) STANDARD 2024**  
**CHRYSLER VOYAGER LX VANS**  
**July 01, 2024 @ 10:00 a.m.**

**1.0 Introduction:** Warren County is seeking competitive bids for two (2) handicap upfit 2024 Chrysler Voyager LX vans and two (2) standard 2024 Chrysler Voyager LX vans.

**1.1** The Warren County Veterans Service Office provides transportation for veterans to and from medical appointments inside and out of Warren County.

These will be a direct replacement of existing high mileage vehicles.

**2.0 Project Scope and Requirements-**each of these should be addressed, in order, whether or not the bidder can comply, and provide proof documents or video where required.

**2.1 Mandatory Vehicle Requirements- Must be 2024 model or newer and must include:**

- A. Two (2) vans must be upfitted for handicap
  - 1. Braun commercial ADA compliant long-cut rear entry floor with 2 wheelchair securement locations
  - 2. 56" power (OEM) door
  - 3. Vertical Stow foldout ramp
  - 4. ADA ramp lighting
  - 5. Transit vinyl flooring in pan area
  - 6. Second row flip and fold seating
  - 7. QRT Max slide n click wheelchair/ occupant securement system
  - 8. Transmission interlock
  - 9. Back up alarm
  - 10. Emergency rear hatch release
  - 11. 2A-10B: C 5-pound extinguisher
  - 12. Class A (10 person) First Aid Kit
  - 13. Belt cutter



14. Electric retractor measuring 4 meters long (13 feet)
15. Installed retractor safety kit
16. Prep for delivery

B. Exterior- Bright White clear coat exterior paint

1. 17" x 7.0" Aluminum Wheels
2. 235/65R17 BSW All-Season Tires
3. Halogen Headlamps
4. High-Beam Daytime Running Headlamps
5. Black Power Mirrors
6. Exterior Mirrors w/ Heating Element
7. Remote Proximity keyless entry for all doors

C. Interior- Black in color, premium cloth bucket seats

D. Interior Features:

1. Uconnect 5 with 7-inch touch screen display
2. Google Android Auto
3. Apple Carplay
4. Full function media hub
5. Second and third row stow n go
6. Third row stow n go 60/40 bench
7. 8-way power adjustable driver seat
8. Second row in floor storage
9. Power front windows
10. Second row power windows
11. Steering wheel mounted audio controls
12. Tilt/ telescope steering column

13. Front floor mats
  14. Air conditioning
  15. 6 speakers
  16. Sirius XM w/ 3-month radio sub
  17. Power Liftgate
  18. Power Sliding Doors
  19. Heated front Seats
  20. Heated Steering Wheel
  21. Integrated Active Noise-Cancellation
- E. 3.6 Liter V6 24V VVT Engine with stop/start
- F. 9 Speed Automatic Transmission
- G. Standard Equipment:
1. Advanced multistage front air bags
  2. Driver inflatable knee- bolster air bag
  3. Passenger inflatable knee- bolster air bag
  4. Supplemental side curtain in all rows air bag
  5. Supplemental front seat mounted side air bags
  6. Latch- ready child- seat anchor system
  7. Parkview rear backup camera
  8. Electronic stability control
  9. Electric power steering
  10. Electric park brake
  11. Pedestrian emergency braking

12. Full speed forward collision warning plus

13. Hill Start Assis

14. Anti-lock 4-wheel disc brake

15. Push button start

16. Rear seat reminder alert

17. Security alarm

18. Remote start system

19. 19-gallon fuel tank

H. Vehicles must be outfitted and ready for transportation use upon delivery

**3.0 Price Proposal Guarantee (required):** All bidders agree that their pricing is valid for sixty (60) days. **Bidders should include purchasing options if available.**

**4.0 Receipt of Bids:** Sealed bids for the for two (2) handicap upfit 2024 Chrysler Voyager LX vans and two (2) standard 2024 Chrysler Voyager LX vans for the Warren County Veterans Services Office will be received by, Warren County Board of Commissioners, 406 Justice Drive, Lebanon, Ohio, 45036, until 10:00 a.m., July 01, 2024. Bids should include the full name of the company submitting the bid and be accompanied by a bid bond, certified check, cashier's check, or money order on a solvent bank or savings and loan association for (5) percent of the bid and must be sealed and addressed to:

**Warren County Board of Commissioners**

**Bid Opening- Warren County Veterans Service Office TWO (2) HANDICAP UPFIT 2024  
CHRYSLER VOYAGER LX VANS AND TWO (2) STANDARD 2024 CHRYSLER VOYAGER LX VANS**

**Attention: Jeff Stilgenbauer**

**406 Justice Drive**

**Lebanon, Ohio 45036**

The envelopes shall be clearly marked with the name of the person/company submitting the bid. Any bid may be withdrawn by the Bidder prior to the above scheduled submittal time or authorized postponement thereof. Any bid received after the time and date specified shall not be considered.

**4.1 Addenda and Interpretations:** Questions regarding the information contained in this Bid Advertisement shall be emailed to:

**Jim Plagge, Transportation Coordinator**  
[Jim.plagge@co.warren.oh.us](mailto:Jim.plagge@co.warren.oh.us)

To be given consideration, questions must be received at least five business days prior to the Bid submittal date. All such interpretations and any supplemental instructions will be in the form of written addenda to the Advertisement for Bids, which if issued, will be posted on the Warren County Commissioners' website on the Bid Projects page, no later than three days prior to the Bid submittal date. Failure to receive any such addenda or interpretations shall not relieve the Bidder from any obligations under their Bid as submitted.

**4.2 Qualification Investigation:** The County may make such investigations as they deem necessary to determine the ability of the Bidder to perform the work, services, or functions, and the Bidder shall furnish to the County all such information and data for the purpose as the County may request.

**4.3 Right to Reject Bids:** The County reserves the right to reject, in whole or in part, any Bid that fails to meet the terms and conditions of the Advertisement for Bids, including but not limited to, the standards, specifications, and requirements contained in the Advertisement for Bids or any related Bid Documents, or submits pricing that the County considers to be excessive, compared to existing market conditions, or determines exceed the available funds of the County, or that the County determines would not be in the best interest of the County.

**4.5 Discussions for Clarification Purposes:** The County may conduct discussions with Bidders for the purpose of clarifications or corrections regarding bids to ensure full understanding of, and responsiveness to, the requirements specified in the Advertisement for Bids.

**4.6 References (required):** Bidders must include at least three references for similar projects from law enforcement agencies if possible. References must include contact name, phone number, and email address, along with a short description of the project.

**4.7 Timeline (required):** Bidders must include the anticipated lead time between issuance of a Purchase Order and product delivery.

**5.0 Bid Award:** The County will seek to award bid to the lowest bidder.

**6.0 Incurred Costs:** Those submitting Bids do so entirely at their expense. There is no expressed or implied obligation by the County to reimburse any individual or firm for any costs incurred in preparing or submitting bids, for providing additional information when requested by the County, or for participating in any selection interviews, negotiations and/or discovery.

**7.0 Assignment:** The Bidder may not reassign, transfer, convey, sublet, or otherwise dispose of any award made as the result of this Advertisement for Bids, without prior written consent from the Warren County Board of County Commissioners.

**8.0 Withdrawal of Bid:** A Bidder may withdraw their bid at any time prior to the award of a contract. The County may terminate negotiations with a Bidder at any time during the negotiation process if the Bidder fails to provide the necessary information for negotiations in a timely manner or fails to negotiate in good faith. If the County terminates negotiations with a Bidder, the County shall negotiate with the Bidder whose bid is ranked the next most advantageous to the County according to the selection criteria and direction from the Board of County Commissioners.

**9.0 Indemnification:** The successful Bidder shall agree to indemnify and hold harmless the County, and its officers and employees, from and against all liability, claims, demands, and expenses, including court costs and attorney fees, on account of any injury, loss, or damage, which arises out of the work to be performed under this Agreement, if such injury, loss, or damage is due to the negligence of the respondent, any subcontractor of the respondent, or any officer, employee, or agent of the respondent.

#### **10.0 Additional Terms and Conditions.**

**10.1 Controlling Law:** This Advertisement for Bids and any contract resulting therefrom shall be governed by and construed according to the laws of the State of Ohio.

**10.2 Tax Exemption:** Warren County is exempt from payment of Federal Excise Tax, Transportation Tax and Ohio State Tax. Prices shall not include these taxes.

**10.3 Responsibility:** The Bidder shall be required to assume responsibility for all items listed in this Advertisement for Bids. The successful respondent shall be considered the sole point of contact for purposes of this contract.

**10.4 Obligations of the Proposer:** At the time of opening bids, it shall be presumed that each Bidder has reviewed the specifications to clear up any questions. The failure of any Bidder to examine any bid requirement shall in no way relieve the Bidder of any obligation or condition of these contract documents.

**10.5 Ownership of Information:** All information pertaining to records, property, financial, or other information acquired under the scope of this contract shall be strictly confidential and shall be considered works for hire and become the property of the County. Any such works will not be stamped with the Bidder's proprietary marking. The Bidder shall return all information to the County upon termination, and/or request and shall not utilize any of the information for purposes outside of the scope of this contract or without express approval of the County.

**10.6 Implied Requirements:** All products and services not specifically mentioned in the bid, but which are necessary to provide the functional capabilities described by the Bidder, shall be included in the Bidder's base bid.

**10.7 Insurance:** The Bidder must obtain, for the contract term and any extension of it, insurance issued by a company or companies qualified to do business in the State of Ohio and

provide the County with evidence of insurance. Insurance in the following types and amounts is required:

- Worker's Compensation Insurance covering all liability of the Bidder arising under the Worker's Compensation Act and Worker's Occupational Disease Act.
- Comprehensive General (Public) Liability in a broad form, to include coverage for the following where exposure exists:
  - Premises/Operations, Independent Contractors,
  - Products/Completed Operations, Personal Injury and Contractual Liability

**10.8 Public Record Requests of Bids:** In order to ensure fair and impartial evaluation, bids and any documents of other records related to a subsequent negotiation for a final contract that would otherwise be available for public inspection and copying under section 149.43 of the Revised Code shall not be available until after the award of contract.

**11.0 Submittals:** Each Bidder shall submit a written bid that enables the County to evaluate the bid as described herein, and shall include:

- Completion of required sections in a format which clearly corresponds to the Advertisement for Bids numbering system, and any other document or proof required by this document.

**11.1 Non-Collusion Affidavit:** The selected Bidder will be required to sign an affidavit affirming no collusion with the County or any other Bidder.

**11.2** The Bidder shall have the authority granted by the President, Vice-president, or any other Officer or company official to bind the Bidder to the proposal.

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**BOARD OF COUNTY COMMISSIONERS  
WARREN COUNTY, OHIO**

**406 Justice Drive, Lebanon, Ohio 45036**

***www.co.warren.oh.us***

***commissioners@co.warren.oh.us***

*Telephone (513) 695-1250*

*Facsimile (513) 695-2054*

**SHANNON JONES  
DAVID G. YOUNG  
TOM GROSSMANN**

**ADVERTISEMENT FOR BIDS**

**WARREN COUNTY VETERANS SERVICE OFFICE  
TWO (2) HANDICAP UPFIT 2024 CHRYSLER VOYAGER LX VANS AND TWO (2) STANDARD 2024  
CHRYSLER VOYAGER LX VANS**

Sealed bids will be received by the Warren County Ohio Commissioners Office until July 01, 2024 @ 10:00 a.m., for the Warren County Veteran's Service Office two (2) handicap upfit 2024 Chrysler Voyager vans and two (2) standard 2024 Chrysler Voyager vans. Bid envelopes must be clearly marked with the name of the person/company submitting the bid, and addressed to the following:

**WARREN COUNTY BOARD OF COMMISSIONERS  
Bid Opening – TWO (2) HANDICAP UPFIT 2024 CHRYSLER VOYAGER LX VANS AND TWO (2)  
STANDARD 2024 CHRYSLER VOYAGER LX VANS**

**ATTENTION: Krystal Powell  
406 JUSTICE DRIVE  
LEBANON, OH 45036**

Bid documents and specifications are available online at the Warren County Website at <https://www.co.warren.oh.us/Commissioners/Bids/Default.aspx>. Questions regarding the technical specifications should be emailed to Jim Plagge, at [Jim.plagge@co.warren.oh.us](mailto:Jim.plagge@co.warren.oh.us). Bids should include the full name of the company submitting the bid and be accompanied by a bid bond, certified check, cashier's check, or money order on a solvent bank or savings and loan association for (5) percent of the bid.

This notice is posted on the Warren County website. The Warren County Website can be accessed at <https://www.co.warren.oh.us/Commissioners/Bids/Default.aspx>. Please Contact the Warren County Commissioners Office at (513) 695-1250 should you need assistance in accessing the bidding information on the County website.

Please be aware that if you are downloading this document to bid this project, addendums to the scope may be issued prior to the bid date. In order to stay updated on any change, please email Krystal Powell in the Commissioner's Office at [Krystal.powell@co.warren.oh.us](mailto:Krystal.powell@co.warren.oh.us) with your contact information.

The Board of Warren County Commissioners reserve the right to accept the lowest and best bid, to reject all bids, and to waive any irregularities in bids.

By order of the Board of County Commissioners, Warren County, Ohio.

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Krystal Powell, Clerk

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**Today's Pulse of Warren County:**