



Vendor Name:

TARRANT COUNTY
PURCHASING DEPARTMENT

JACK BEACHAM, C.P.M., A.P.P.
PURCHASING AGENT

ROB COX, C.P.M., A.P.P.
ASSISTANT PURCHASING AGENT

BID NO. 2010-089

**ANNUAL CONTRACT
FOR
SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

**BIDS DUE JULY 14, 2010
2:00 P.M.**

BID NO. 2010-089

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This Table of Contents is intended as an aid to bidders and not as a comprehensive listing of the bid package. Bidders are responsible for reading the entire bid package and complying with all specifications.

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

PRE-BID CONFERENCE

All bidders are encouraged to attend the Pre-Bid Conference to be held:

DATE: THURSDAY, JULY 1, 2010

TIME: 2:00 P.M.

LOCATION: TARRANT COUNTY ADMINISTRATION BUILDING
PURCHASING DEPARTMENT CONFERENCE ROOM
100 E. WEATHERFORD, SUITE 303
FORT WORTH, TEXAS 76102

RSVP: Vendors planning to attend the pre-bid conference should RSVP, in writing, via facsimile, no later than 5:00 p.m., Wednesday, June 30, 2010.

Send RSVP'S to Dianna Lee, at (817) 884-2629.

Questions from bidders will be addressed at the pre-bid conference. Any vendor who submits a bid without attending the scheduled pre-bid conference does so at his own risk. Such applicant who submits a bid and does not attend the scheduled pre-bid conference waives any right to assert claims due to undiscovered conditions.

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

Tarrant County is requesting bids for the **ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM RENTAL OF CARS, TRUCKS AND VANS** for **VARIOUS COUNTY DEPARTMENTS**. All bids must be submitted on the attached Bid Proposal Form. Vendors may bid on any or all items. Tarrant County will not enter into any contract where the cost is provisional upon such clauses as "escalator" or "cost-plus" clauses.

ORIGINAL AND ONE (1) COPY
OF
COMPLETED BID PROPOSALS
MUST BE RECEIVED IN THE
PURCHASING DEPARTMENT
AT 100 E. WEATHERFORD, SUITE 303
FORT WORTH, TEXAS 76102
ON OR BEFORE JULY 14, 2010 AT 2:00 P.M.

All bids, including a "NO BID", are due in the Purchasing Department by the due date, in sealed envelopes or boxes. **All bids must be clearly marked with the Bid Number, the name of the company submitting the bid, and date and time of opening on the outside of the envelope/box and/or Air Bill/Delivery Receipt.** Original bid must be clearly marked "**ORIGINAL**" and contain all original signatures.

Any bid received after the date and/or hour set for bid opening will not be accepted. Bidder will be notified and will advise Tarrant County Purchasing as to the disposition by either pick up, return at bidder's expense, or destroyed with written authorization of the bidder. If bids/proposals are sent by mail to the Purchasing Department, the bidder shall be responsible for actual delivery of the bid to the Purchasing Department before the advertised date and hour for opening of bids. If mail is delayed either in the postal service or in the internal mail system of Tarrant County beyond the date and hour set for the bid opening, bids thus delayed will not be considered and will be disposed of as authorized.

Bids may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by bidder guaranteeing authenticity. After the official opening, bids become the property of Tarrant County and may not be amended, altered or withdrawn without the recommendations of the Purchasing Agent and the approval of Commissioners' Court.

Tarrant County is exempt from Federal Excise and State Sales Tax; therefore, tax must not be included in this bid.

Tarrant County reserves the right to accept or reject in part or in whole any bids submitted, and to waive any technicalities for the best interest of the County.

No oral explanation in regard to the meaning of the bid specifications will be made and no oral instructions will be given before the award of the contract. Request from interested bidders for additional information or interpretation of the information included in the specifications and all questions should be directed in writing, via facsimile, to:

**DIANNA LEE, C.P.M., SENIOR BUYER
FAX: (817) 884-2629**

<p style="text-align: center;">ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM RENTAL OF CARS, TRUCKS AND VANS</p>
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All documents associated with this bid including but not limited to, the bid document, questions and their responses, addenda and special notices will be posted under the Bid number on the Tarrant County website and available for download by bidders and other interested parties. No documents will be faxed or e-mailed after the initial Notice of Intent to Bid and prior to bid award. It is the bidders'/respondents' sole responsibility to review this site and retrieve all related documents prior to the Bid due date.

The deadline for receipt of all questions is 12:00 (Noon), Fort Worth time, Tuesday, July 6, 2010.

All bids shall specify terms and conditions of payment, which will be considered as part of, but not control, the award of bid. County review, inspection, and processing procedures ordinarily require thirty (30) days after receipt of invoice, materials, or service. Bids which call for payment before thirty (30) days from receipt of invoice, or cash discounts given on such payment, will be considered only if, in the opinion of the Purchasing Agent, the review, inspection, and processing procedures can be completed as specified.

Invoices shall be sent directly to the Tarrant County Auditor's Office, Attention: Accounts Payable, 100 East Weatherford, Room 506, Fort Worth, Texas 76196. It is the intention of Tarrant County to make payment on completed orders within thirty days after receipt of invoice or items; whichever is later, unless unusual circumstances arise. **Invoices must be fully documented as to labor, materials, and equipment provided and must reference the Tarrant County Purchase Order Number in order to be processed. No payments shall be made on invoices not listing a Purchase Order Number.**

Continuing non-performance of the vendor in terms of Specifications shall be a basis for the termination of the contract by the County. The County shall not pay for work, equipment, or supplies which are unsatisfactory. Vendors will be given a reasonable opportunity before termination to correct the deficiencies. This, however, shall in no way be construed as negating the basis for termination for non-performance.

The **contract may be terminated** by either party upon written thirty (30) days notice prior to cancellation.

Bids will be considered irregular if they show any omissions, alteration of form, additions or conditions not called for, or irregularities of any kind. However, Tarrant County reserves the right to waive any irregularities and to make award in the best interest of the County.

Tarrant County reserves the right to accept or reject in part or in whole any bids submitted, and to waive any technicalities for the best interest of the County. Bids may be rejected, among other reasons, for any of the following specific reasons:

1. Bids received after the time limit for receiving bids.
2. Bids containing any irregularities.
3. Unbalanced value of any items.

<p style="text-align: center;">ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM RENTAL OF CARS, TRUCKS AND VANS</p>
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Bidders may be disqualified and their bids not considered, among other reasons, for any of the following specific reasons:

1. Reason for believing collusion exists among the Bidders.
2. Reasonable grounds for believing that any Bidder is interested in more than one Bid for the work contemplated.
3. The Bidder being interested in any litigation against the County.
4. The Bidder being in arrears on any existing contract or having defaulted on a previous contract
5. Lack of competency as revealed by a financial statement, experience and equipment, questionnaires, etc.
6. Uncompleted work, which in the judgement of the County, will prevent or hinder the prompt completion of additional work, if awarded.
7. Bidders shall not owe delinquent property tax in Tarrant County.

Failure to provide signatures, where required and/or submission of required forms, including but not limited to the Bid Proposal Signature Form, Reference Page, Bid Forms/Documents Checklist, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of entire bid.

Due care and diligence has been used in preparation of this information, and it is believed to be substantially correct. However, the responsibility for determining the full extent of the exposure and the verification of all information presented herein shall rest solely with the proposer. Tarrant County and its representatives will not be responsible for any errors or omissions in these specifications, nor for the failure on the part of the proposer to determine the full extent of the exposures.

The successful bidder may not assign their rights and duties under an award without the written consent of the Purchasing Agent. Such consent shall not relieve the assignor of liability in the event of default by the assignee.

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

1. **Contract Terms:** Successful vendor(s) will be awarded a twelve (12) month contract, effective from date of award or notice to proceed as determined by Tarrant County Purchasing. At Tarrant County's option and approval by the vendor, the contract may be renewed for two (2) additional one (1) year periods, as further explained in Renewal Options. **Prices must remain firm for the entire contract.**
2. **Renewal Options:** Tarrant County reserves the right to exercise an option to renew the contract of the vendor for two (2) additional one (1) year periods, provided such option is stipulated in the Special Conditions and agreed upon by both parties. If the County exercises the right in writing, the Bidder shall update and submit any legal documents required during the initial solicitation by no later than thirty (30) calendar days prior to the commencement of the option period. These documents, if applicable, will be specified in the Special Conditions and include, but are not limited to, Insurance Certificates and Performance Bonds and must be in force for the full period of the option. If the updated documents are not submitted by the Bidder in complete form within the time specified, the County will rescind its option and seek a new bid solicitation.
3. **COOPERATIVE PURCHASING:** Tarrant County has the lead role in developing and encouraging Cooperative Purchasing efforts among the governmental entities that are listed on pages 6-8; therefore it would be in the vendor's best interest to help Tarrant County facilitate this cooperative effort. **A "NO" answer could result in complete rejection of bid.**
 - A. Should other Governmental Entities decide to participate in this contract, would you, the Vendor, agree that all terms, conditions, specifications, and pricing would apply?

Yes No
 - 1) If you, the Bidder, checked yes, the following will apply:
 - a) Governmental Entities utilizing Inter-Governmental Contracts with Tarrant County will be eligible, but not obligated, to purchase materials/services under the contract(s) awarded as a result of this solicitation. All purchases by Governmental Entities other than Tarrant County will be billed directly to that Governmental Entity and paid by that Governmental Entity. Tarrant County will not be responsible for another Governmental Entity's debts. Each Governmental Entity will order their own material/services as needed.
 - b) Delivery to governmental entities located within Tarrant County will be at no charge or as otherwise provided for in the Award Document. Delivery charges, if any, for governmental entities located outside Tarrant County shall be negotiated between the successful bidder and each governmental entity.

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

- c) Vendor(s) awarded contract(s) resulting from Request for Bid (RFB) shall be responsible for providing to Tarrant County, at no additional charge, a complete list of all governmental entities currently utilizing the contract and their annual expenditures. This information shall be provided ninety (90) days prior to the expiration of the contract, or as otherwise requested by Tarrant County. Failure to provide the requested information when requested could delay the renewal process.

B. SECONDARY/ALTERNATE AWARD: Secondary or alternate vendors serve in a back up capacity only. In the event the primary is unable to honor the terms and conditions of the contract, the secondary vendor may be called. If the secondary vendor is unable to honor the terms and conditions of the contract the alternate may be called. The primary vendor is the first contact. Use of the secondary or alternate must be approved, in writing, by the Tarrant County Purchasing Agent or his designee.

- 1) In the event the secondary or alternate vendors are called upon, they will offer the goods and services at the bid prices, or better. Any attempt to increase the original bid price may be cause to remove the vendor from the contract. This in no way negatively affects the status of the primary vendor.
- 2) If the secondary or alternate vendor represents themselves as the primary vendor without written authorization from the Tarrant County Purchasing Agent, or his designee, the secondary or alternate vendor may be removed from the contract. Would you, the Bidder, be willing to accept a secondary/alternate award based on the above?

_____Yes _____No

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

1. Alamo Heights ISD	51. City of Celeste	103. City of Hurst
2. Allen ISD	52. City of Celina	104. City of Hutchins
3. Alvord ISD	53. City of Cleburne	105. City of Irving
4. Anna Fire Department	54. City of Cockrell Hill	106. City of Italy
5. Arlington ISD	55. City of Colleyville	107. City of Keene
6. Armstrong County	56. City of Combine	108. City of Keller
7. Atascosa County	57. City of Commerce	109. City of Kennedale
8. Bastrop County	58. City of Coppell	110. City of Killeen
9. Bexar County	59. City of Copperas Cove	111. City of Krum
10. Blue Ridge Fire Department	60. City of Corinth	112. City of Kyle
11. Bosque County	61. City of Corsicana	113. City of La Vernia
12. Branch Fire Department	62. City of Crowley	114. City of Lake Worth
13. Brazoria County	63. City of Cumby	115. City of Lancaster
14. Brazos County	64. City of Dalworthington Gardens	116. City of League City
15. Brown County	65. City of Decatur	117. City of Leander
16. Bulverde Police Department	66. City of Denison	118. City of Lewisville
17. Burnet County	67. City of Denton	119. City of Lindale
18. Cameron County	68. City of DeSoto	120. City of Little Elm
19. Carroll ISD	69. City of Diboll	121. City of Littlefield
20. Carrollton-Farmers Branch ISD	70. City of Duncanville	122. City of Live Oak
21. Castleberry ISD	71. City of Early	123. City of Lubbock
22. Cedar Hill ISD	72. City of Eastland	124. City of Lucas
23. Chambers County	73. City of El Paso	125. City of Lufkin
24. City of Aledo	74. City of Electra	126. City of Lumberton
25. City of Allen	75. City of Emory	127. City of Mansfield
26. City of Alvord	76. City of Euless	128. City of Marshall
27. City of Amarillo	77. City of Everman	129. City of McAllen
28. City of Arlington	78. City of Farmers Branch	130. City of McKinney
29. City of Athens	79. City of Ferris	131. City of Melissa
30. City of Aubrey	80. City of Floresville	132. City of Merkel
31. City of Austin	81. City of Forest Hill	133. City of Mesquite
32. City of Azle	82. City of Forney	134. City of Midlothian
33. City of Balch Springs	83. City of Fort Worth	135. City of Murphy
34. City of Bedford	84. City of Frisco	136. City of Nacogdoches
35. City of Benbrook	85. City of Gainesville	137. City of Nederland
36. City of Blue Mound	86. City of Galena Park	138. City of New Braunfels
37. City of Bovina	87. City of Galveston	139. City of North Richland Hills
38. City of Bowie	88. City of Ganado	140. City of Odessa
39. City of Boyd	89. City of Garland	141. City of Pasadena
40. City of Bridge City	90. City of Gatesville	142. City of Pelican Bay
41. City of Bridgeport	91. City of Georgetown	143. City of Pharr
42. City of Brownwood	92. City of Glen Heights	144. City of Plano
43. City of Bryan	93. City of Godley	145. City of Pottsboro
44. City of Burkburnett	94. City of Granbury	146. City of Port Isabel
45. City of Burleson	95. City of Grand Prairie	147. City of Princeton
46. City of Caddo Mills	96. City of Grand Saline	148. City of Ralls
47. City of Carrollton	97. City of Grapevine	149. City of Red Oak
48. City of Castle Hills	98. City of Greenville	150. City of Richardson
49. City of Cedar Hill	99. City of Haltom City	151. City of Richland Hills
50. City of Cedar Park	100. City of Horizon City	152. City of River Oaks
	101. City of Hudson Oaks	153. City of Roanoke
	102. City of Huntsville	

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

154.	City of Rockwall	199.	Denton ISD	236.	Jasper County
155.	City of Round Rock	200.	DeSoto ISD	237.	Jefferson County
156.	City of Rowlett	201.	Duncanville ISD	238.	Jim Wells County
157.	City of Royse City	202.	Duval County	239.	Johnson County
158.	City of Runaway Bay	203.	Eagle Mountain- Saginaw ISD	240.	Johnson County Special Utility District
159.	City of Sachse	204.	Ector County	241.	Karnes County
160.	City of Saginaw	205.	Education Service Center Region XI	242.	Kaufman County
161.	City of San Angelo	206.	El Paso County	243.	Kaufman ISD
162.	City of San Marcos	207.	El Paso County Hospital District dba R.E. Thomason General Hospital	244.	Kennedale ISD
163.	City of Sansom Park	208.	Electra ISD	245.	Kinney County
164.	City of Sherman	209.	Ellis County	246.	Krum ISD
165.	City of Sour Lake	210.	Erath County	247.	Lake Dallas ISD
166.	City of Southlake	211.	Everman ISD	248.	Lake Worth ISD
167.	City of Southmayd	212.	Fannin County	249.	Lamb County
168.	City of Springtown	213.	Fort Bend County	250.	Lampasas County
169.	City of Taft	214.	Fort Worth Housing Authority	251.	Lavon Police Department
170.	City of Temple	215.	Fort Worth ISD	252.	Leon County
171.	City of Terrell	216.	Fort Worth Transportation Authority	253.	Lewisville ISD
172.	City of Texarkana	217.	Freestone County	254.	Little Elm ISD
173.	City of The Colony	218.	Frisco ISD	255.	Lowry Crossing Volunteer Fire Dept.
174.	City of University Park	219.	Grandview Police Department	256.	Mansfield ISD
175.	City of Van Alstyne	220.	Grapevine\Colleyville ISD	257.	McKinney ISD
176.	City of Venus	221.	Grayson County	258.	McLennan County
177.	City of Waco	222.	Gregg County	259.	McLennan Community College
178.	City of Watauga	223.	Gunter Special Utility District	260.	MHMR of Tarrant County
179.	City of Waxahachie	224.	Hardin County	261.	Midway ISD
180.	City of Weatherford	225.	Harris County Emergency Services District	262.	Mills County
181.	City of Westworth Village	226.	Harrison County	263.	Montgomery County
182.	City of White Settlement	227.	Hays County	264.	Montgomery County Hospital District
183.	City of Whitewright	228.	Heart of Texas Region MHMR Center	265.	Nacogdoches County
184.	City of Wylie	229.	Henderson County	266.	Nevada Volunteer Fire Department
185.	Clay County	230.	Hood County	267.	North Central Texas Council of Governments
186.	Clear Creek ISD	231.	Hopkins County	268.	North Texas Municipal Water District
187.	Collin County	232.	Hunt County	269.	Northwest ISD
188.	Collin County Community College	233.	Hurst Euless Bedford ISD	270.	Nueces County
189.	Comal County	234.	Hutchinson County	271.	Olton Police Department
190.	Cooke County	235.	Idea Public Schools	272.	Orange County
191.	Coryell County			273.	Palo Pinto County
192.	Cottondale Volunteer Fire Department			274.	Paradise ISD
193.	Crowley ISD			275.	Parker County
194.	Dallas County				
195.	Dallas/Fort Worth International Airport Board				
196.	Decatur ISD				
197.	Denton County				
198.	Denton County Fresh Water Supply Dist No. 1-A				

ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM RENTAL OF CARS, TRUCKS AND VANS

Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

<p>276. Parker County Emergency Services District 1</p> <p>277. Potter County</p> <p>278. Public Transit Service of Mineral Wells</p> <p>279. Red River County</p> <p>280. Rockwall County</p> <p>281. Region 9 Education Service Center Wichita</p> <p>282. San Jacinto College District</p> <p>283. San Patricio County</p> <p>284. Schleicher County</p> <p>285. Senior Center Resource and Public Transit, Inc. of Hunt County</p> <p>286. Seven Points Fire Rescue</p> <p>287. Sherman ISD</p> <p>288. Smith County</p> <p>289. Springtown ISD</p> <p>290. South Montgomery Fire Department</p> <p>291. South Texas College</p> <p>292. St. John Westside Volunteer Fire Dept. of Edgard, LA</p> <p>293. Tarrant Appraisal District</p> <p>294. Tarrant County 9-1-1 Emergency Assistance District</p> <p>295. Tarrant County College District</p> <p>296. Tarrant County Emergency Services District 1</p> <p>297. Tarrant County Hospital District</p> <p>298. Tarrant County Workforce Development Board</p> <p>299. Tarrant Regional Water District</p> <p>300. Taylor County</p> <p>301. Texas A&M University at Commerce</p> <p>302. Texas Dept. of Parks & Wildlife</p> <p>303. Texas Dept. of Public Safety</p> <p>304. Titus County</p>	<p>305. Tom Green County</p> <p>306. Town of Addison</p> <p>307. Town of Argyle</p> <p>308. Town of Edgecliff Village</p> <p>309. Town of Fairview</p> <p>310. Town of Flower Mound</p> <p>311. Town of Hickory Creek</p> <p>312. Town of Highland Park</p> <p>313. Town of Lakeside</p> <p>314. Town of Pantego</p> <p>315. Town of Ponder</p> <p>316. Town of Prosper</p> <p>317. Town of Sunnyvale</p> <p>318. Town of Westlake</p> <p>319. Town of Westover Hills</p> <p>320. Travis County</p> <p>321. Travis County Healthcare District</p> <p>322. Trinity River Authority</p> <p>323. United States Marshals Service</p> <p>324. University of Texas at Arlington</p> <p>325. University of Texas at Dallas</p> <p>326. University of Texas MD Anderson Cancer Center</p> <p>327. Upper Trinity Regional Water District</p> <p>328. Van Zandt County</p> <p>329. Victoria County</p> <p>330. Waco ISD</p> <p>331. Walker County</p> <p>332. Ward County</p> <p>333. Weatherford College</p> <p>334. Westminster Fire Dept.</p> <p>335. Weston Volunteer Fire Department</p> <p>336. White Settlement ISD</p> <p>337. Williamson County</p> <p>338. Wilson County</p> <p>339. Wise County</p> <p>340. Wood County</p> <p>341. Zapata County</p>
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**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

Evaluation criteria shall include, but is not limited to the following:

- a. Unit Price
- b. Delivery
- c. Vendor's past performance record with Tarrant County
- d. Tarrant County's evaluation of vendor's ability to perform
- e. Tarrant County's experience with products bid
- f. Special needs and requirements of Tarrant County
- g. Vendor's agreement to extend pricing under this contract to other governmental entities

Quantities indicated on the Bid Proposal Forms are estimates based upon the best available information. The County reserves the right to increase or decrease the quantities to meet its actual needs without any adjustments in the bid price.

Any **catalog, brand name or manufacturer's reference** used is considered to be descriptive -- not restrictive -- and is indicative of the type and quality the County desires to purchase. Bids on similar items of like quality will be considered if the bid is noted and fully descriptive brochures are enclosed. If notation of substitution is not made, it is assumed vendor is bidding item specified. Successful vendor will not be allowed to make unauthorized substitutions after award.

Samples for demonstration may be required for bid evaluation purposes. Demonstrations will be free to the County. Failure to provide demonstrations upon request will be justification for bid rejection. Tarrant County reserves the right to determine equals. **Demonstration models must be the same as the models bid.**

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

SPECIFICATIONS

I. Short Term Rental Vehicles:

- A. Tarrant County desires to rent vehicles that have been well-maintained and are in good operational condition. All vehicles should be new or late models with low mileage. Failure to meet this requirement may be grounds for termination of the contract. Rentals will be on an “as needed” basis.
- B. Departments Using Short-Term Rentals:
 - 1. Elections Administration: Elections Administration rents Seven-Passenger Mini Vans with the rear seats removed or stowed away for transporting voting equipment and supplies. Depending on the size of the election, approximately ten to twenty (10-20) vehicles may be rented per election. In even numbered years, major elections are the Primary Elections in March, City/ISD Elections in May, both of which may have run-offs and the General Election in November. Special Elections may be held throughout the year. In odd numbered years, City/ISD Elections are held in May and various Special Elections may be held throughout the year. Rental periods can range from two (2) days to two (2) months.
 - 2. Other Departments/Special Occasions: Rentals may be required for various reasons by other County departments during the contract period.
- C. Minimum Equipment Required on All Vehicles:
 - 1. Factory Air Conditioner
 - 2. Automatic Transmission
 - 3. Power Steering
 - 4. Power Brakes
 - 5. AM/FM Radio
 - 6. Intermittent Windshield Wipers
- D. Minimum age of drivers will be twenty-one (21) years.
- E. Political stickers or statements are not allowed on vehicles.
- F. Driver’s License numbers of drivers must be kept confidential and should not be printed on rental paperwork/documents.
- G. Regular scheduled maintenance, breakdown maintenance, and road service shall be the responsibility of the vendor.
- H. Insurance: Liability and Collision/Loss Damage Waiver Insurance costs should be based on no deductible.

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

SPECIFICATIONS

- I. Rental Periods:
 - 1. All short-term rentals should be based on the following rental periods:
 - a) Day 24 hours
 - b) Week 7 days
 - c) Month..... 30 days
 - 2. Failure to comply with this stipulation could result in rejection of bidder's entire bid.

- J. Pick-Up Location:
 - 1. The pick-up location should be within thirty (30) miles of Tarrant County Elections Administration, 2700 Premier Street, Fort Worth, TX 76111.
 - 2. Bidders located outside of the thirty (30) mile radius should include in their bid response a brief explanation of the procedures for delivery of vehicles to County facilities.

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

SPECIFICATIONS

II. Long Term Rental Vehicles:

A. Long Term rentals are used primarily by the Tarrant County Auto Crimes Task Force. Vehicles should be well-maintained, in good operational condition and meet the following minimum requirements:

1. Equipment:
 - a) Factory installed air conditioning; automatic transmission with overdrive, if offered; power steering; power windows; power door locks; tilt steering wheel; cruise control; factory installed AM/FM stereo CD player; factory installed aluminum wheels, deluxe cloth interior; deep tinted windows; intermittent windshield wipers.
 - b) Pickup trucks only – Monthly price must include a tailgate protector, either a bed liner or bed mat, and tool box.
 - c) The Task Force requires their vehicle fleet to be a variety of colors. Red colored vehicles are not acceptable.
2. Exchange: Tarrant County reserves the right to exchange a vehicle for a like kind at any time, giving 24 hours notice. A supervisor from the Task Force will authorize the exchange. This exchange shall be at no additional cost to Tarrant County. The vendor shall furnish the County with a replacement vehicle at no additional cost when repairs or service take more than 24 hours. The Task Force does a planned trade out of vehicles every six (6) months.
3. Mileage: The monthly rates shall include an allowance of 2,500 free miles per month per vehicle.
4. Maintenance: All normal, scheduled maintenance shall be performed by vendor. Minor repairs shall be the responsibility of the county, unless covered by warranty. Minor repairs are defined as being \$50.00 or less. The County is responsible for tire changes, replacement with like tire, and repairs.
5. Delivery: All units to be delivered to the DFW Metroplex location within ten (10) days of date of award.
6. Contract Term: Twelve (12) months, with two (2) one-year options to renew at same rates, contingent upon continued grant funding.
7. Cancellation: Tarrant County reserves the right to cancel any rental agreement at any time with thirty (30) days written notice.
8. Quantity: An estimated total of nine (9) units will be leased, but Tarrant County reserves the right to lease more or less at the same rates.
9. Insurance: Tarrant County will provide insurance on the vehicles.

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SPECIFICATIONS

III. Required Vendor Contracts

- A. Bidders should include one (1) original of any and all vendor required contracts (i.e., purchase contract, lease/purchase contract, rental agreement, maintenance contract, etc.) in their bid response. Bidders should ensure that ALL applicable contracts are included with their bid response, and that ONLY applicable contracts are included. Failure to provide contracts as instructed or an unnecessary and untimely delay caused by the bidder in getting contracts reviewed and signed may result in the rejection of that bidder's bid response.
- B. During the evaluation process (and prior to making an award recommendation), the bidder(s) who appear successful in their bid will have their contracts subjected to review by Tarrant County's District Attorney's Office.
- C. Following the review, the bidder will be requested to incorporate any necessary changes or addenda into the contracts and quickly provide four (4) signed original contracts to Tarrant County for the County Judge to sign in the Commissioners Court when a contract award is made. Once award has been made, and the County Judge has signed the contracts, one (1) complete set will be returned to the bidder by Tarrant County. **Failure of the bidder to provide ALL applicable contracts in a timely and orderly manner may jeopardize award recommendation.**

IV. Bid Evaluation

- A. Award of this contract shall be per line item or per section whichever is in the best interest of Tarrant County. Award will be made to bidder(s) that meets all specifications and is determined by Tarrant County to be the best value for Tarrant County. Consideration for the best value includes, but is not limited to, the following:
 - 1. Daily, weekly, and monthly rental price
 - 2. Liability and Collision/Loss Damage Waiver insurance price
 - 3. Mileage Charges
 - 4. Delivery Charges
 - 5. Pick Up and Drop Off Locations
 - 6. Any other charges that apply



TARRANT COUNTY

HISTORICALLY UNDERUTILIZED BUSINESSES (HUB) POLICY

I. POLICY STATEMENT

The Tarrant County Commissioners Court, being the policy development and budgetary control unit of county government, will strive to ensure that all businesses, regardless of size, economic, social or ethnic status have an equal opportunity to participate in the County's procurement processes. The County is committed to promote full and equal business opportunity for all businesses to supply the goods and services needed to support the mission and operations of county government, and seeks to encourage the use of certified historically underutilized businesses (HUBs) through the use of race, ethnic and gender neutral means. It is the policy of Tarrant County to involve certified HUBs to the greatest extent feasible in the County's procurement of goods, equipment, services and construction projects while maintaining competition and quality of work standards. The County affirms the good faith efforts of firms who recognize and practice similar business standards.

II. DEFINITIONS

Historically underutilized businesses (HUBs), also know as a disadvantaged business enterprise (DBE), are generally business enterprises at least 51% of which is owned and the management and daily business operations are controlled by one or more persons who is/are socially and economically disadvantaged because of his or her identification as a member of certain groups, including women, Black Americans, Mexican Americans and other Americans of Hispanic origin, Asian Americans and American Indians.

Certified HUBs includes business enterprises that meet the definition of a HUB and who meet the certification requirements of certification agencies recognized by Tarrant County.

Businesses include firms, corporations, sole proprietorships, vendors, suppliers, contractors, subcontractors, professionals and other similar references when referring to a business that provides goods and/or services regardless of the commodity category.

Statutory bid limit refers to the Texas Local Government Code provision that requires competitive bidding for many items valued at greater than \$25,000.

III. POLICY GUIDELINES

- A. Tarrant County, its contractors, their subcontractors and suppliers, as well as all vendors of goods, equipment and services, shall not discriminate on the basis of race, color, creed, gender, age, religion, national origin, citizenship, mental or physical disability, veteran's status or political affiliation in the award and/or performance of contracts. All entities doing business or anticipating doing business with the County shall support, encourage and implement affirmative steps toward a common goal of establishing equal opportunity for all citizens and businesses of the county.
- B. Tarrant County will use and recognize the State of Texas certification process in conjunction with the implementation of this policy. The County may recognize other agencies' certification processes recognized by the State of Texas. Tarrant County reserves the right to review the certification status of any vendor applying to do business with the County. This review will be accomplished to determine the validity and authenticity of the vendor's certification as a HUB.
- C. The Commissioners Court may establish HUB target goals. Through a systematic approach of soliciting quotes, bids and proposals from certified HUBs and in compliance with applicable state and federal law this policy will strive to meet those goals.
 1. Target goals should consider:
 - the availability of HUB firms within the specific category of goods or services to be procured; and
 - the diversity of the county's population.
 2. The goals should be reviewed and amended periodically.
 3. The program may apply to all County procurements including construction and professional services.
 4. Particular attention will be given to HUB participation on purchases in excess of the statutory bid limit.
 5. The Commissioners Court herein establishes a 20% good faith target goal for Tarrant County.

- D. Tarrant County will actively seek and encourage HUBs to participate in all facets of the procurement process by:
1. Continuing to increase and monitor a database of certified HUB vendors, professionals and contractors. The database will be expanded to include products, areas of expertise and capabilities of each HUB firm.
 2. Continuing to seek new communication links with HUB vendors, professionals and contactors to involve them in the procurement process.
 3. Continuing to advertise bids on the County's website and in newspapers including newspapers that target socially and economically disadvantaged communities.
 4. Continuing to provide copies of bid specifications to minority Chambers of Commerce.
- E. As prescribed by law, the purchase of one or more items costing in excess of the statutory bid limit must comply with the competitive bid process. Where possible, those bids will be structured to include and encourage the participation of HUB firms in the procurement process by:
1. Division of proposed requisitions into reasonable lots in keeping with industry standards and competitive bid requirements.
 2. Where feasible, assessment of bond and insurance requirements and the designing of such requirements to reasonably permit more than one business to perform the work.
 3. Specification of reasonable, realistic delivery schedules consistent with the County's actual requirements.
 4. Specifications, terms and conditions reflecting the County's actual requirements are clearly stated, and do not impose unreasonable or unnecessary contract requirements.
- F. A HUB Policy statement shall be included in all specifications. The County will consider the bidder's responsiveness to the HUB Policy in the evaluation of bids and proposals. Failure to demonstrate a good faith effort to comply with the County's HUB policy may result in a bid or proposal being considered non-responsive to specifications.
- G. The Purchasing Department will actively seek the participation of HUB firms in the quotation process for purchases under the statutory bid limit. HUB firms will be identified on the computerized database and linked to the commodities they represent. Buyers will be encouraged to use available internal and external databases of certified HUB firms.

- H. Nothing in this policy shall be construed to require the County to award a contract other than to the lowest responsive bidder as required by law. This policy is narrowly tailored in accordance with applicable law.

IV. ADMINISTRATIVE GUIDELINES

- A. The Purchasing Department shall serve as the County's HUB Office with responsibility for the implementation, monitoring and general operations of the HUB policy. The Purchasing Agent shall serve as the County HUB Officer.
 - 1. The HUB Officer will establish procedures to implement this policy across the full spectrum of the procurement process. The County HUB Office will periodically review with department head and elected officials regarding procurement opportunities.
 - 2. Managing the policy and training buyers and other County personnel in order to meet County goals will be the responsibility of the HUB Office.
 - 3. The HUB Office will cooperate with other local government entities to increase HUB participation throughout the county and region. The HUB Office is encouraged to participate in educational and other outreach programs to assist HUB firms.
 - 4. The HUB Officer will receive and review complaints and recommendations regarding the implementation of the HUB Policy and the good faith efforts of bidders. Further, the HUB Office will audit for compliance to the HUB Policy on eligible projects after award, during the performance of the contract and after completion, while also making any recommendations to Commissioners Court regarding any irregularities or misrepresentation of facts as they relate to compliance with the policy. The HUB Office will review documentation submitted by HUB firms in compliance with this policy.
 - 5. An annual report along with recommendations shall be provided to the Commissioners Court and Purchasing Board. The annual report will provide statistical data and efforts reflected in the number of purchase orders, value of goods and services purchased, percentages to HUB firms, and outreach and marketing efforts. Other statistics may be required or requested by the Commissioners Court or Purchasing Board.

510 Historically Underutilized Businesses Policy

Adopted: Court Order 64788 (December 17, 1990)

Amended: Court Order 69958 (December 7, 1993)

Amended: Court Order 99651 (December 28, 2006)

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
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FOR DISADVANTAGED BUSINESS ENTERPRISES ONLY

Disadvantaged Business Enterprises (DBE) are encouraged to participate in Tarrant County's bid process. The Purchasing Department will provide additional clarification of specifications, assistance with Bid Proposal Forms, and further explanation of bidding procedures to those DBEs who request it.

Representatives from DBE companies should identify themselves as such and submit a copy of the Certification.

The County recognizes the certifications of both the State of Texas General Services Commission HUB Program and the North Central Texas Regional Certification Agency. All companies seeking information concerning DBE certification are urged to contact.

Texas Procurement and Support Services
Statewide HUB Program
1711 Jacinto Blvd.
PO Box 13047
Austin, TX 78711-3047
(512) 463-5872

OR

North Central Texas
Regional Certification Agency
624 Six Flags Drive, Suite 100
Arlington, TX 76011
(817) 640-0606

If your company is already certified, attach a copy of your certification to this form and return with bid.

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NO. _____ FAX NO. _____

Indicate all that apply:

- _____ Minority-Owned Business Enterprise
- _____ Women-Owned Business Enterprise
- _____ Disadvantaged Business Enterprise

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
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VENDOR REFERENCES

Please list three (3) references, **other than Tarrant County**, who can verify your performance as a vendor. Performance includes but shall not be limited to, sales and/or service, delivery, invoicing, and other items as may be required for Tarrant County to determine your firm's ability to provide the intended goods or service of this bid. The County prefers references to be from customers for whom your firm has provided the same items (sales and/or services) as those specified in this bid. Inaccurate, obsolete or negative responses from the listed references could result in rejection of your bid.

REFERENCE ONE

GOVERNMENT/COMPANY NAME: _____
ADDRESS: _____
CONTACT PERSON AND TITLE: _____
TELEPHONE NUMBER: _____
E-MAIL ADDRESS: _____
SCOPE OF WORK: _____
CONTRACT PERIOD: _____

REFERENCE TWO

GOVERNMENT/COMPANY NAME: _____
ADDRESS: _____
CONTACT PERSON AND TITLE: _____
TELEPHONE NUMBER: _____
E-MAIL ADDRESS: _____
SCOPE OF WORK: _____
CONTRACT PERIOD: _____

REFERENCE THREE

GOVERNMENT/COMPANY NAME: _____
ADDRESS: _____
CONTACT PERSON AND TITLE: _____
TELEPHONE NUMBER: _____
E-MAIL ADDRESS: _____
SCOPE OF WORK: _____
CONTRACT PERIOD: _____

THE ORIGINAL AND ONE (1) COPY OF THIS FORM MUST BE RETURNED WITH BID!

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL SIGNATURE FORM

The undersigned agrees this bid becomes the property of Tarrant County after the official opening. The undersigned affirms he has familiarized himself with the local conditions under which the work is to be performed; satisfied himself of the conditions of delivery, handling and storage of equipment and all other matters which may be incidental to the work, before submitting a bid.

The undersigned agrees, if this bid is accepted, to furnish any and all items/services upon which prices are offered, at the price(s) and upon the terms and conditions contained in the Specifications. The period for acceptance of this Bid Proposal will be ninety (90) calendar days unless a different period is noted by the bidder.

The undersigned affirms that they are duly authorized to execute this contract, that this bid has not been prepared in collusion with any other Bidder, nor any employee of Tarrant County, and that the contents of this bid have not been communicated to any other bidder or to any employee of Tarrant County prior to the official opening of this bid.

Vendor hereby assigns to purchaser any and all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have read and do understand the specifications and any attachments contained in this bid package. ***Failure to sign and return this form will result in the rejection of the entire bid.***

NAME AND ADDRESS OF COMPANY:

Tel. No. _____

E-Mail Address: _____

AUTHORIZED REPRESENTATIVE:

Signature _____

Date _____

Name _____

Title _____

FAX No. _____

AFTER HOURS EMERGENCY CONTACT:

Name: _____

Tel. No. _____

COMPANY IS:

Business included in a Corporate Income Tax Return? _____ YES _____ NO

_____ Corporation organized & existing under the laws of the State of _____

_____ Partnership consisting of _____

_____ Individual trading as _____

_____ Principal offices are in the city of _____

THIS FORM MUST BE SIGNED AND THE ORIGINAL AND TWO (2) COPIES RETURNED WITH BID.

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
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CERTIFICATION OF ELIGIBILITY

(This provision applies if the anticipated contract exceeds \$25,000)

By submitting a bid or proposal in response to this solicitation, the bidder/proposer certifies that at the time of submission, he/she is not on the Federal Government's list of suspended, ineligible, or debarred contractors.

In the event of placement on the list between the time of bid/proposal submission and time of award, the bidder/proposer will notify the Tarrant County Purchasing Agent. Failure to do so may result in terminating this contract for default.

Authorized Signature

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
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BID FORMS/DOCUMENTS CHECKLIST

✓Indicates Compliance	<p>A check mark (✓) in the space provided indicates these forms/documents have been completed and are included in your bid package. The original and one (1) copy of all forms/documents should be submitted. Failure to check all items could result in rejection of the entire bid. All deviations from specifications must be documented separately and included with bid package.</p>
	<p>1. <u>Vendor References.</u> Bidder has provided three (3) references, other than Tarrant County. References must be able to verify the quality of service your company provides and that your company has completed a project of similar size and scope of work to this bid.</p>
	<p>2. <u>Signatures.</u> All forms requiring a signature must be signed. Bids not signed will not be considered for award.</p>
	<p>3. <u>Bid Proposal Forms.</u> All sections of Bid Proposal Forms have been completed.</p>
	<p>4. <u>Insurance Certificates (If required).</u> Bidders must submit all Insurance Certificates with bid. If no insurance requirements specified, mark N/A.</p>
	<p>5. <u>Addenda.</u> When applicable, Bidder acknowledges receipt of all addenda and has included the signed Addenda cover pages and any revised Bid Forms in their bid package.</p>
	<p>6. Failure to provide signatures, where required and/or submission of required forms, including but not limited to the Bid Proposal Signature Form, References, Bid Forms/Documents Checklist, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of entire bid.</p>
	<p>7. Accuracy for all mathematical and number entries is the sole responsibility of the bidder. Tarrant County will not be responsible for errors made by the bidder.</p>
	<p>8. Bidder's company is registered on TVORS (Tarrant On-Line Vendor Registration System)</p>
	<p>9. Failure to comply with the requirements set forth in this Request for Bid may result in rejection of bid and/or cancellation of contract after award.</p>

THE ORIGINAL AND ONE (1) COPY OF THIS FORM MUST BE RETURNED WITH BID!

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
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BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 1 - Mini Van, 7-Passenger with Stow Away Seats or Seats Removed

Example of Quality Desired: Dodge Grand Caravan, Toyota Sienna

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 200 Days	\$	\$	0 - 175 Weeks	\$	\$	0 - 10 Months	\$	\$
Liability Insurance	0 - 200 Days	\$	\$	0 - 175 Weeks	\$	\$	0 - 10 Months	\$	\$
CDW/LDW Insurance	0 - 200 Days	\$	\$	0 - 175 Weeks	\$	\$	0 - 10 Months	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 2 - Mini Van, 7-Passenger with Rear Seats

Example of Quality Desired: Dodge Grand Caravan, Toyota Sienna

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 5 Days	\$	\$	0 - 3 Weeks	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 5 Days	\$	\$	0 - 3 Weeks	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 5 Days	\$	\$	0 - 3 Weeks	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 3 - Full Size Van, 8-Passenger

Example of Quality Desired: Chevrolet Express, Ford 8-Passenger Wagon

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 4 -Standard Van, 12-Passenger

Example of Quality Desired: GMC Savana Passenger Van, Ford E-350XL, Freightliner Sprinter Passenger

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
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BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 5 - Full Size Van, 15-Passenger

Example of Quality Desired: Chevrolet Express Passenger Van, Ford E-350 XLT

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 6 - Mini Cargo Van

Example of Quality Desired: Chevrolet HHR panel

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

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BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 7 - 1/2 Ton Cargo Van

Example of Quality Desired: Chevrolet Express Cargo, Ford E-150 Cargo

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 8 - 3/4 Ton Cargo Van

Example of Quality Desired: Chevrolet Express Cargo, Ford E-250 Cargo

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

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BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 9 - 3/4 Ton Cargo Van, Extended

Example of Quality Desired: Chevrolet Express Extended Cargo, Ford E-150 Extended Cargo

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 10 - One Ton Cargo Van

Example of Quality Desired: Chevrolet Express Cargo, Ford E-350 Cargo

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
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BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 11 - One Ton Cargo Van, Extended

Example of Quality Desired: Chevrolet Express Extended Cargo, Ford E-350 Extended Cargo

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 12 - Intermediate SUV

Example of Quality Desired: Ford Escape, Jeep Liberty, Toyota RAV4, Honda CR-V

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
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BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 13 - Intermediate Hybrid SUV

Example of Quality Desired: Ford Escape Hybrid, Toyota Highlander Hybrid

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 14 - Standard SUV

Example of Quality Desired: Ford Explorer, Toyota 4-Runner, Jeep Grand Cherokee

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

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BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 15 - Large SUV

Example of Quality Desired: Ford Expedition, Chevrolet Tahoe, Toyota Sequoia, GMC Yukon

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 16 - Full Size Sedan, 4-Door

Example of Quality Desired: Ford Taurus, Toyota Avalon, Chrysler 300, Chevrolet Impala

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 17 - Standard Sedan, 4-Door

Example of Quality Desired: Ford Fusion, Toyota Camry, Honda Accord, Chevrolet Malibu

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 18 - Standard Hybrid Sedan, 4-Door

Example of Quality Desired: Toyota Camry Hybrid, Ford Fusion Hybrid, Nissan Altima Hybrid

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 19 - Intermediate Sedan, 4-Door

Example of Quality Desired: Ford Focus, Toyota Corolla, Honda Civic, Chevrolet Cobalt

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 20 - Small Pickup Truck, Regular Cab, 2 WD

Example of Quality Desired: Chevrolet Colorado, Ford Ranger, Toyota Tacoma, Nissan Frontier

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 21 - Small Pickup Truck, Extended Cab, 2 WD

Example of Quality Desired: Chevrolet Colorado, Ford Ranger, Toyota Tacoma, Nissan Frontier

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 22 - Small Pickup Truck, Crew Cab, 2 WD

Example of Quality Desired: Chevrolet Colorado, Toyota Tacoma, Nissan Frontier

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 23 - 1/2 Ton Pickup Truck, Regular Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 1500, Ford F-150, Dodge Ram 1500

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 24 - 1/2 Ton Pickup, Extended Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 1500, Ford F-150, Dodge Ram 1500

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 25 - 1/2 Ton Pickup Truck, Crew Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 1500, Ford F-150, Dodge Ram 1500

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 26 - 3/4 Ton Pickup Truck, Regular Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 2500, Ford F-250, Dodge Ram 2500

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 27 - 3/4 Ton Pickup Truck, Extended Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 2500, Ford F-250, Dodge Ram 2500

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 28 - 3/4 Ton Pickup Truck, Crew Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 2500, Ford F-250, Dodge Ram 2500

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 29 - One Ton Pickup Truck, Regular Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 3500, Ford F-350, Dodge Ram 3500

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 30 - One Ton Pickup Truck, Extended Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 3500, Ford F-350, Dodge Ram 3500

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 31 - One Ton Pickup Truck, Crew Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 3500, Ford F-350, Dodge Ram 3500

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

Item 32 - Specialty Vehicle

Example of Quality Desired: Chevrolet Camaro, Ford Mustang, Dodge Challenger SE

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$

Example of Make/Model Bid:

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Item 33 - Other Vehicles Offered by Bidder

Item Description	Daily Rental			Weekly Rental			Monthly Rental		
	Est. Qty.	Rate Per Day	Extension	Est. Qty	Rate Per Week	Extension	Est. Qty	Rate Per Month	Extension
Rental Price	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Liability Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
CDW/LDW Insurance	0 - 1 Day	\$	\$	0 - 1 Week	\$	\$	0 - 1 Month	\$	\$
Total			\$			\$			\$
Example of Make/Model Bid:									

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION I: SHORT TERM RENTAL

Mileage Charges (If Applicable) \$ _____

Delivery/Pick Up Charge: \$ _____

Any Additional Charges (Explain in Detail) \$ _____

Advanced Notice Required for Rental _____ Days

Location(s) of Rental Facility(ies) _____

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 1 - Small Pickup Truck, Regular Cab, 2 WD

Example of Quality Desired: Chevrolet Colorado, Ford Ranger, Toyota Tacoma, Nissan Frontier

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 2 - Small Pickup Truck, Extended Cab, 2 WD

Example of Quality Desired: Chevrolet Colorado, Ford Ranger, Toyota Tacoma, Nissan Frontier

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 3 - Small Pickup Truck, Crew Cab, 2 WD

Example of Quality Desired: Chevrolet Colorado, Ford Ranger, Toyota Tacoma, Nissan Frontier

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 3	36 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 4 - 1/2 Ton Pickup Truck, Regular Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 1500, Ford F-150, Dodge Ram 1500

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 5 - 1/2 Ton Pickup Truck, Extended Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 1500, Ford F-150, Dodge Ram 1500

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 6 - 1/2 Ton Pickup Truck, Crew Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 1500, Ford F-150, Dodge Ram 1500

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 4	48 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 7 - 3/4 Ton Pickup Truck, Regular Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 2500, Ford F-250, Dodge Ram 2500

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 8 - 3/4 Ton Pickup Truck, Extended Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 2500, Ford F-250, Dodge Ram 2500

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 9 - 3/4 Ton Pickup Truck, Crew Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 2500, Ford F-250, Dodge Ram 2500

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 10 - One Ton Pickup Truck, Regular Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 3500, Ford F-350, Dodge Ram 3500

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 11 - One Ton Pickup Truck, Extended Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 3500, Ford F-350, Dodge Ram 3500

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 12 - One Ton Pickup Truck, Crew Cab, 2 WD

Example of Quality Desired: Chevrolet Silverado 3500, Ford F-350, Dodge Ram 3500

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 13 - 3/4 Ton Pickup Truck, Crew Cab, 4 x 4

Example of Quality Desired: Dodge Ram 2500 Crew Cab 4 x 4, Chevrolet Silverado 2500 Crew Cab 4 x 4

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 14 - Intermediate SUV

Example of Quality Desired: Ford Escape, Jeep Liberty, Toyota RAV4, Honda CR-V

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 15 - Intermediate Hybrid SUV

Example of Quality Desired: Ford Escape Hybrid, Toyota Highlander Hybrid

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 16 - Standard SUV

Example of Quality Desired: Ford Explorer, Toyota 4-Runner, Jeep Grand Cherokee

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 17 - Large SUV

Example of Quality Desired: Ford Expedition, Chevrolet Tahoe, Toyota Sequoia, GMC Yukon

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 18 - Standard SUV, 4 x 4

Example of Quality Desired: Ford Explorer 4 x 4, Toyota 4-Runner 4 x 4, Jeep Grand Cherokee Laredo 4 x 4

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 19 - Full Size Sedan, 4-Door

Example of Quality Desired: Ford Taurus, Toyota Avalon, Chrysler 300, Chevrolet Impala

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 20 - Standard Sedan, 4-Door

Example of Quality Desired: Ford Fusion, Toyota Camry, Honda Accord, Chevrolet Malibu

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 21 - Standard Hybrid Sedan, 4-Door

Example of Quality Desired: Toyota Camry Hybrid, Ford Fusion Hybrid, Nissan Altima Hybrid

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 22 - Intermediate Sedan, 4-Door

Example of Quality Desired: Ford Focus, Toyota Corolla, Honda Civic, Hevrolet Cobalt

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 23 - Specialty Vehicle

Example of Quality Desired: Chevrolet Camaro, Ford Mustang, Dodge Challenger SE

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 24 - Mini Van, 7-Passenger with Stow Away Seats or Seats Removed

Example of Quality Desired: Dodge Grand Caravan, Toyota Sienna

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 25 - Mini Van, 7-Passenger with Rear Seats

Example of Quality Desired: Dodge Grand Caravan, Toyota Sienna

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 26 - Full Size Van, 8-Passenger

Example of Quality Desired: Chevrolet Express, Ford 8-Passenger Wagon

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 27 -Standard Van, 12-Passenger

Example of Quality Desired: GMC Savana Passenger Van, Ford E-350XL, Freightliner Sprinter Passenger

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 28 - Full Size Van, 15-Passenger

Example of Quality Desired: Chevrolet Express Passenger Van, Ford E-350 XLT

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
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BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 29 - Mini Cargo Van

Example of Quality Desired: Chevrolet HHR panel

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 30 - 1/2 Ton Cargo Van

Example of Quality Desired: Chevrolet Express Cargo, Ford E-150 Cargo

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 31 - 3/4 Ton Cargo Van

Example of Quality Desired: Chevrolet Express Cargo, Ford E-250 Cargo

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 32 - 3/4 Ton Cargo Van, Extended

Example of Quality Desired: Chevrolet Express Extended Cargo, Ford E-150 Extended Cargo

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 33 - One Ton Cargo Van

Example of Quality Desired: Chevrolet Express Cargo, Ford E-350 Cargo

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

Item 34 - One Ton Cargo Van, Extended

Example of Quality Desired: Chevrolet Express Extended Cargo, Ford E-350 Extended Cargo

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Item 33 - Other Vehicles Offered by Bidder

Item Description	Monthly Rental				Mileage Charge	
	Est. Vehicles	Estimated No. of Monthly Payments	Unit Price Per Month	Extension	Miles Allowed Per Month	Price Per Mile Above Allowance
Rental Price	0 - 1	12 Payments	\$	\$		\$
Example of Make/Model Bid:						

**ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM
RENTAL OF CARS, TRUCKS AND VANS**

BID PROPOSAL

SECTION II: LONG-TERM RENTAL

Delivery/Pick Up Charge: \$ _____

Any Additional Charges \$ _____
(Explain in Detail)

Advanced Notice Required for Rental _____

Location(s) of Rental Facility(ies) _____

ANNUAL CONTRACT FOR SHORT-TERM AND LONG-TERM RENTAL OF CARS, TRUCKS AND VANS

EXAMPLE OF CHARGES FOR BID EVALUATION

For evaluation purposes only, please calculate the rental charges for the example below. Prices used in the example calculations must match the prices proposed on the Bid Proposal Forms. Failure to use proposed prices from Bid Proposal in example calculations may result in rejection of bid. Provide explanation of calculations where needed.

Short-Term Rental

Vehicle Type: 7-Passenger Mini Van with Rear Seats Removed or Stowed Away

Vehicle Quantity: Three (3)

Pick-Up Date: Tarrant County picks up vehicles on August 15, 2010 at 9:00 a.m.

Return Date: Tarrant County returns vehicles on October 5, 2010 at 2:00 p.m.

Insurance: Include Liability and CDW.LDW Insurance

Mileage: Vehicle 1: 1,000 Miles Vehicle 2: 3,000 Miles Vehicle 3: 5,000 Miles

Vehicle Rental	_____	Days	x	\$ _____	=	\$ _____
	_____	Weeks	x	\$ _____	=	\$ _____
	_____	Months	x	\$ _____	=	\$ _____
Liability Insurance (No Deductible)	_____	Days	x	\$ _____	=	\$ _____
	_____	Weeks	x	\$ _____	=	\$ _____
	_____	Months	x	\$ _____	=	\$ _____
CDW/LDW Insurance (No Deductible)	_____	Days	x	\$ _____	=	\$ _____
	_____	Weeks	x	\$ _____	=	\$ _____
	_____	Months	x	\$ _____	=	\$ _____
Mileage Charges	_____	Miles	x	\$ _____	=	\$ _____
Additional Charges (Explain in Detail)	_____					\$ _____
	_____					\$ _____
	_____					\$ _____
Total Charges:						\$ _____

Make and Model of Vehicle Proposed by Bidder: _____

