



REQUEST FOR PROPOSALS
Legal Notice
2020 LIGHT VEHICLE MAINTENANCE AND REPAIR SERVICES
MD-1580

Sealed proposals for the 2020 Light Vehicle Maintenance and Repair Services Request for Proposal (RFP) will be received at the office of the Ada County Highway District (ACHD), 3775 Adams Street, Garden City, Idaho, 83714, until 2:00 p.m. (local time), Wednesday, August 28, 2019, at which time proposals will be publicly opened.

Following the Opening, the Proposal Costs received will be posted to the ACHD Web Site at: <http://www.achdidaho.org> under Bids for Contract in the About ACHD, ACHD Information section, Procurement and Contracting Office page, Services. Please note that Proposal Cost will be considered with Evaluation Criteria for the award of a Service Agreement.

The RFP seeks competitive proposals from qualified firms to provide maintenance and repair services to our light duty fleet vehicles. Work under this project shall commence October 1, 2019 and be completed in its entirety by September 30, 2020. ACHD shall have the option to renew the contract thereafter on a yearly basis.

All prospective respondents are invited to attend a Mandatory Pre-Submission Meeting at 10:00 a.m. on Wednesday, August 21, 2019. Prospective respondents will meet at ACHD located at 3775 Adams Street in Garden City, Idaho. **Only prospective respondents in attendance at this Mandatory Pre-Submission Meeting will be eligible to submit Proposals for this procurement.**

All questions or clarifications concerning the content and requirements of the RFP Documents must be submitted and received in writing by 4:30 p.m. on August 21, 2019. Address all written questions or clarification requests to: Karl Augustine, CPPB, Procurement and Contracting Administrator, Ada County Highway District, 3775 Adams Street, Garden City, Idaho, 83714. In addition to mail service, written questions or clarification requests may be submitted by facsimile to 208-345-7650 or by e-mail to procurements@achdidaho.org. ACHD will respond to all questions and clarification requests requiring an addendum via a Final Addenda issued to all known RFP Holders on or before 4:30 p.m. on August 22, 2019.


Copies of the RFP Documents must be obtained from Karl Augustine, CPPB, Administrator, Procurement and Contracting Office, ACHD, 3775 Adams Street, Garden City, Idaho, 83714. (208-387-6316). In addition, RFP Documents may be obtained by sending an email to procurements@achdidaho.org. ACHD offices are open Monday through Friday between the hours of 8:00 a.m. and 4:30 p.m.

Proposals must be accompanied by a bid security in the form of a certified check, cashier's check, or bid bond issued by a surety authorized to issue such bonds in the State of Idaho, in an amount of five percent (5%) of the total amount of the cost proposal submitted.

The right is reserved to reject all proposals, or reject any proposal not conforming to the intent and purpose of the RFP Documents whenever such action appears to be in the best interest of ACHD. Award of a Service Agreement pursuant to this RFP may be delayed, without penalty, for up to sixty (60) calendar days after the date of submission.

Dated this August 12, 2019

ADA COUNTY HIGHWAY DISTRICT


LLOYD CARNEGIE FOR TIM NICHOLSON
Timothy P. Nicholson, PE, Maintenance Deputy Director

Dates of Publication: August 12 and 19, 2019