

The Housing Authority of the City of South Bend (HASB) will accept proposals for Fleet Vehicle Purchase for our various Developments, Properties and Office locations, until 4:30 p.m. on July 7, 2024, at the HASB office located at 501 Alonzo Watson Drive, South Bend, IN. If delivered in person or by courier, the bid must be date and time stamped by the HASB receptionist by 4:30 p.m. **Ordering Instructions:** The bid specifications package can be accessed from the HASB's website at www.hasbonline.com under the procurement tab. There will be no pre-proposal bid meeting. Please submit questions in writing to Carolyn Archie, Procurement Manager at carchie@sbhaonline.com.

Request for Proposals

For

Fleet Vehicle Purchase

For The

Housing Authority City of South Bend

RFP 2024-06-07-VEH-001

Notice: Contact with members of the HASB Board of Commissioners, or HASB officers and employees other than the contact person listed herein, by any prospective Proposer, after publication of the RFP and prior to the execution of a contract with the successful proposer(s) could result in disqualification of your proposal. In fairness to all prospective proposer(s) during the RFP process, if HASB meets in person with anyone representing a potential provider to these services to discuss the RFP, an addendum will be issued to address all questions so as to ensure no Proposer has a competitive advantage over another. This does not exclude meetings required to conduct business not related to the RFP, or possible personal presentations after written qualifications have been received and evaluated.

Published: June 17, 2024

GENERAL INFORMATION

PURPOSES OF THIS REQUEST FOR PROPOSALS

The HASB will enter into an indefinite quantity contract(s) for the purchase of vehicles, which can be awarded to one or more proposers. The proposer(s) that has the highest ordinal bid evaluation score(s) on the primary or any alternative grouping will receive the award.

ATTACHMENTS

The following attachments are herein incorporated by reference for all purposes as part of this Vehicle Purchase Proposal Solicitation and Scope of Work:

- a. Scope of Work
- b. Proposed Cost
- c. RFP form, Proposer's Section Completed
- d. Receipt of Confirmation Form

At the time bids are opened, to be considered responsive, bids *must* contain the following:

- Vehicle Types
- Proposed Cost
- HUD Form 5369-B (on website)
- Proposer's Section Completed
- Receipt of Confirmation

TERMS & CONDITIONS

The Housing Authority will not pay any cost incurred in the preparation or submission of any bid or any cost incurred in anticipation of a contract. Proposers are solely responsible for their own expenses in preparing a proposal and for subsequent negotiations with HASB, if any. The Proposer understands that the Executive Director of the Housing Authority shall be the sole authority to legally commit the Housing Authority to any expenditure of public funds for this procurement, subject to approval by the Board of Commissioners. The Housing Authority reserves the right to reject all bids and to waive any informality whenever such rejection or waiver is in the best interest of the Housing Authority. If HASB elects to reject all proposals, the HASB will not be liable to any Proposer for any claims, whether for cost or damages incurred by the Proposer in the preparation of its proposal, loss of anticipated profit in connection with any final contract, or any other matter whatsoever.

This RFP in no way obliges the Housing Authority to award a contract.

Proposers may appeal only deviations from laws, rules, regulations, or procedures. Disagreement with the evaluators' judgment regarding the number of points scored is not appealable. The following Appeal Procedure applies to Contractors who wish to appeal a disqualification of Bid or award of contract:

Contractors shall submit a written appeal to the Executive Director. Appeals must be received by the Executive Director no later than 4:30 (EST) on the fifth day after the postmarked date of the Notice of Award/Non-Award. Send appeals to:

APPRAL OF BID ACTION
Attn: Executive Director
501 Alonzo Watson Dr.
South Bend, IN 46601

The appeal must specify the basis for the appeal including the specific citation of law, rule, regulation, or procedure upon which the protest is based. The judgment used in scoring by individual evaluators is not grounds for appeal. Appeals not filed within the time specified herein or which fail to cite the specific law, rule, regulation, or procedure upon which the appeal is based shall be dismissed without further review.

PERMITS, LAWS, AND REGULATIONS

The Proposer **will** secure and pay for all destination fees for the vehicles necessary for the proper execution and completion of services. Where the Housing Authority **chooses to** arrange for the issuance of all or part of these fees, and licenses, without cost to the Proposer, the contract amount shall be reduced accordingly. Furthermore, the Proposer will be responsible for licensing and registration of the vehicles to HASB with exempt license plates.

STATEMENT OF LIABILITY

The Proposer's responsibility for damages shall be as follows:

- The Proposers agree that it will not claim damages for whatever reason relating to the Contract or in respect to the competitive process. Furthermore, by submitting a proposal the proposer agrees to and hereby waives any claim for damages, loss or profits or loss of opportunity if no contract is made between HASB and the proposer for any reason.

HASB'S RESERVATION OF RIGHTS

HASB reserves the right to reject any or all proposals, to waive any informality in the RFP process, or to terminate the RFP process at any time, if deemed by HASB to be in its best interests.

HASB reserves the right not to award a contract pursuant to this RFP.

HASB reserves the right to terminate a contract awarded pursuant to this RFP, at any time for its convenience upon 14 days written notice to successful proposer(s).

HASB reserves the right to retain all proposals submitted and not permit any proposal withdrawals for a period of 90 days subsequent to the deadline for receiving proposals without written consent from the Procurement Manager.

HASB reserves the right to negotiate the fees proposed by all proposers. If such negotiations are not, in the opinion of the HASB, successfully concluded within a reasonable timeframe, the HASB shall retain the right to end such negotiations.

HASB reserves the right to reject and not consider any proposal that does not meet the requirements of this RFP, including but not necessarily limited to incomplete proposals and/or proposals offering alternate or non-requested services.

HASB shall have no obligation to compensate any proposer for any costs incurred in responding to this RFP.

HASB reserves the right to at any time during the RFP or contract process to prohibit any further participation by a proposer or reject any proposal submitted that does not conform to any of the requirements detailed herein. Each prospective proposer further agrees that he/she will inform HASB's Procurement Manager in writing within five (5) days of the discovery of any item that is issued thereafter by HASB that he/she feels needs to be addressed. Failure to abide by this timeframe shall relieve HASB, but not prospective proposer, of any responsibility pertaining to such an issue.

HASB reserves the right, prior to award to revise, change, alter or amend any instructions, terms, conditions, and/or specifications identified within the RFP documents issued, within any attachment or drawing or within any addenda issued. All addenda will be posted on HASB's website www.hasbonline.com. Such changes that are issued before the proposal submission deadline shall be binding upon all prospective proposers.

In the case of rejection of all proposals, HASB reserves the right to advertise for new proposals or to proceed to do the work otherwise, if in the judgment of HASB, the best interest of HASB will be promoted.

HASB reserves the right to, without any liability, cancel the award of any proposal(s) at any time before the execution of the contract documents by all parties.

HASB reserves the right to reduce or increase estimated or actual quantities in whatever amount necessary without prejudice or liability to HASB, if:

- a. Funding is not available,

- b. Legal restrictions are placed upon the expenditure of monies for this category or services or supplies.

HASB reserves the right to request additional information from all proposers to determine the level of responsibility. Such information shall be submitted in the form required by HASB within two (2) days of written request.

HASB reserves the right to amend the contract any time prior to contract execution.

HASB reserves the right to contact any individuals, entities, or organizations that have had a business relationship with the proposer regardless of their inclusion in the reference section of the proposal submittal.

In the event any resulting contract is prematurely terminated due to nonperformance and/or withdrawal by the Proposer, HASB reserves the right to seek monetary restitution (to include but not limited to withholding of monies owed) from the Proposer to cover costs for interim services and/or cover the difference of a high cost (difference between Proposer's rate and new company's rate) beginning the date of Proposer's termination through the contract expiration date.

SERVICES

The successful proposer(s) shall provide the following:

- a) Seven (7) cargo vans.

The minimum requirements for these vehicles are as follows:

- I. Color: White or Preferred color (Gray)
- II. Full power option (brakes, steering, door locks, windows)
- III. AM/FM radio
- IV. Bluetooth
- V. AWD
- VI. Automatic transmission.
- VII. Air conditioning.
- VIII. High ground clearance of 8 feet
- IX. 4-wheel ABS brakes
- X. Three (3) sets of keys

- b) Four (4) Mid-(small size) /compact crossover SUVs .

The minimum requirements for these vehicles are as follows:

- I. Color: White of Preferred color (Gray)
- II. Full power option (brakes, steering, door locks, windows)
- III. AM/FM radio
- IV. Bluetooth
- V. AWD
- VI. Automatic transmission
- VII. Air conditioning
- VIII. Seating minimum of 5

- IX. Rearview backup camera
- X. 4-wheel ABS brakes
- XI. Three (3) sets of keys.

c) One (1) Full-size SUVs.

The minimum requirements for these vehicles are as follows:

- i. Color: White or Preferred color (Gray)
- ii. Full power option (brakes, steering, door locks, windows)
- iii. Bluetooth
- iv. AM/FM Radio
- v. AWD
- vi. Automatic transmission
- vii. Air conditioning
- viii. Seating for 6 to 8
- ix. 4-wheel ABS brakes
- x. Rearview backup camera
- xi. Three (3) sets of keys

RESPONSIBILITY FOR SUBCONTRACTORS

All requirements for the “Prime” Proposer shall also apply to all subcontractors. It is the Prime Proposer’s responsibility to ensure compliance by the subcontractors. Regardless of subcontracting, Prime Contractor remains liable to HASB for the performance under this RFP or any resulting contract.

The use of subcontractors must be clearly defined in the proposal. This includes a joint submission by two Proposers having no formal corporate links. In such a case, as stated above, one of the Proposers must be prepared to take overall responsibility (Prime Proposer) for the successful performance of the Contract and this must be clearly defined in the proposal.

Where applicable, the names of approved sub-contractors listed in the proposal will be included in the Contract. No additional sub-contractors will be added, nor other changes made to this list in the Contract without consent of HASB.

CONDITIONS OF PROPOSERS

Prospective proposers will not be required to pre-qualify to submit a proposal. However, all proposers will be required to submit adequate information showing that the proposer is qualified to perform the required work. Failure by the prospective proposer to provide the requested information may, at HASB’s discretion, eliminate that proposer from consideration, provided that all proposers were required to submit the same information.

RFP FORMS, DOCUMENTS, SPECIFICATIONS AND DRAWINGS

Prior to submitting a proposal in response to the RFP, it shall be each prospective proposer's responsibility to examine carefully and, as may be required, properly complete all documents issued pursuant to this RFP.

SUBMISSIONS AND RECEIPT BY HASB

TIME FOR RECEIVING PROPOSALS

Proposals received prior to the proposal submittal deadline shall be securely kept, unopened, by HASB. No proposal received after the designated dealing shall be considered.

Proposers are cautioned that any proposal submittal that is time-stamped as being received by HASB after the exact time set as the deadline for the receiving of proposals shall not be considered. Any such proposals inadvertently opened shall be ruled to be invalid. No responsibility will attach to HASB or any official or employee thereof, for the pre-opening of, or the failure to open a proposal addressed as identified.

A total of one (1) signature copy (marked "ORIGINAL") and two (2) exact copies (marked "COPY") shall be placed unfolded in a sealed envelope with proposer's name and return address and addressed as follows:

All proposals must be submitted in a sealed envelope marked "Vehicle Purchase" with the responder's name and address on the exterior of the envelope and ***received and date and stamped at the Front Deck of the Housing Authority City of South Bend, 501 Alonzo Watson Drive, South Bend, IN 46601***, no later than 4:30 pm on July 7, 2024. Proposals received after 4:30 pm will NOT be opened and will not be returned to the responder. The determination as to whether a Proposal is timely received will be at the sole discretion of the Housing Authority.

Proposers are advised that mailed Proposals will not be considered until actual receipt by the HASB and that any delay in delivery is at the sole risk of the Proposer. HASB is not responsible for any lost or delayed Proposals. Mail should be mailed as follows:

Housing Authority City of South Bend
Attention: Carolyn Archie, Procurement Manager
501 Alonzo Watson Drive
South Bend, IN 46601

Procedure to withdraw proposal submittal: A request for withdrawal of a proposal due to a purported error need not be considered by HASB unless filed in writing by the proposer within 48 hours after the proposal deadline. Any such request shall contain a full explanation of any purported error and shall, if requested by HASB, be supported by the original calculations on which the proposal was computed, together with a certification and notarization thereon that such computation is the original and was prepared by the proposer or his/her agent, who must

be identified on the notarized form. The foregoing shall not be construed that such withdrawal will be permitted, as HASB retains the right to accept or reject any proposed withdrawal for a mistake.

BILLINGS & PAYMENTS

The HASB will pay contracts on a Net 30-day basis.

BILLING PROCEDURES

Exceptions to Specifications:

A prospective proposer may take exception to any of the proposal documents, or any part of the information contained therein, by submitting, in writing to the HASB, at least seven (7) days prior to the proposal submission deadline, a complete and specific explanation as to that he/she is taking exception. Proposed alternate documents or information must also be included. HASB reserves the right to agree with the prospective proposer and issue a revision to the applicable RFP requirements or may reject the prospective proposer's request.

When taking exception prospective proposers must propose services that meet the requirements of the RFP documents. Exceptions to the specification and/or approved "equal" requested may be discussed at the scheduled pre-proposal conference (if scheduled). All verbal instructions issued by the HASB officers not already listed within the RFP documents shall only become official when issued as addenda or as a written answer issued pursuant to receipt of a written question.

PROPOSAL EVALUATION

Proposal Opening Results: It is understood by all proposers/prospective proposers that the proposals are publicly open, and the results will be a matter of public record. When HASB has concluded all evaluations has chosen final top-rated proposer(s), has completed the award and is ready to issue such results, HASB shall notify all proposers.

All proposal documents submitted by the proposers are generally a matter of public record unless information is deemed to be proprietary.

Evaluation: Each proposal submittal will be evaluated based upon the following information and criteria:

Initial Evaluation-Responsiveness: Each proposal received will first be evaluated for responsiveness (i.e., meeting the minimum requirements as stated in the RFP).

Evaluation Responsibility: HASB shall select a minimum of a three-personal panel, using the criteria established below, to evaluate each of the proposals submitted in response to this RFP

to determine the proposer(s)' level of responsibility. HASB will consider capabilities or advantages that are clearly described in the proposal that may be confirmed by oral presentations, demonstrations, and references contacted by HASB. All proposals would be evaluated as to their overall value to HASB.

Restrictions: All persons having familial (including in-laws) and/pre-employment relationships (past or current) with principals and/or employees of a proposer will be excluded from participation in HASB's evaluation. Similarly, all persons having ownership interest in and/or contract with a proposer will be excluded from participation on HASB's evaluation panel.

Eligibility: Proposals may not be evaluated if the current or past activities or interests of the Proposer, or any subcontractor proposed by the Proposer, may, in HASB's opinion, give rise to an unresolved conflict of interest in connection with the project described in this RFP. This includes but is not limited to, involvement by a Proposer or any proposed subcontractor in the preparation of this RFP. If Proposer is in doubt as to whether there might be a conflict of interest, the Proposer should consult with the HASB contact person identified in this RFP.

Evaluation Criteria	Description	Points
Past Performance/Prior	Proposers must demonstrate they have the resources to provide the goods to HASB.	10
Price (total and by alternatives)	Pricing—Looking for Volume Discount	65
Vehicle Requirements	Proposers are to demonstrate they will meet the needs of HASB.	25
	Total Score	100

Competitive Range: Once a competitive range is established from the proposals submitted, HASB reserves the right to require Proposers within the competitive range to make a presentation to the evaluation committee. Presentations, if requested, shall be a factor in the award recommendation.

Irregular Proposal Submittal: A proposal shall be considered irregular for any one of the following reasons, any one or more of which may, at HASB's discretion, be reason for rejection:

If the forms furnished by HASB are not used or are altered or if the proposed costs are not submitted as required and where provided.

If all requested completed attachments do not accompany the proposal submittal.

If there are unauthorized additions, conditional or alternate proposals, or irregularities of any kind which may tend to make the proposal incomplete, indefinite, or ambiguous as to its meaning or give the proposer submitting the same a competitive advantage over other proposers.

If the proposer adds any provisions reserving the right to accept or reject any award or to enter into a contract pursuant to an award.

If the individual cost proposal items submitted by a specific proposer are unbalanced in the sense that the listed price of any cost item departs more than 25% from HASB's cost estimate for that item.

Disqualification of Proposer(s): Any one or more of the following shall be considered as sufficient for the disqualification of a prospective proposer(s) and the rejection of his/her proposal:

Evidence of collusion among prospective proposers. Participants in such collusion will receive no recognition as Proposer or proposers for any future work with HASB until such participant shall have been reinstated as a qualified bidder or proposer. The names of all participants in such collusions shall be reported to HUD and any other inquiring governmental agency.

More than one proposal for the same work from an individual, firm, or corporation under the same or different name(s),

Failure to comply with any qualification requirements of HASB.

Failure to list all subcontractors (if subcontractors are allowed by HASB) who will be employed by the successful proposer(s) to complete the work of the proposed contract.

Any reason to be determined in good faith, to be in the best interest of HASB.

Award of Proposal(s): The successful proposer(s) shall determine by the top-rated responsive and responsible proposer(s) as determined by the evaluation process and presentations detailed above and any further negotiations, provided his/her proposal is reasonable and within budget, he/she is able to deliver the specified items in a timely manner.

Right to Protest

Rights: Any prospective or actual proper(s), offeror(s) or contractor(s) who is allegedly aggrieved in connection with the solicitation of a proposal or award of a contract, shall have the right to protest. Such right only applies to deviations from laws, rules, regulations, or procedures. Disagreements with the evaluators' judgments as to the number of points scored are not reasons for an appeal. An alleged aggrieved protestant claiming this right is hereby informed that these regulations do not provide for administrative appeal as a matter of right for that alleged aggrieved protestant.

Definition: An alleged aggrieved “protestant” is a prospective proposer or proposer who feels that he/she has been treated inequitably by HASB and wished HASB to correct the alleged inequitable condition or situation.

Eligibility: To be eligible to file a protest with HASB pertaining to an RFP or contract, the alleged aggrieved protestant must have been involved in the RFP process in some manner as a prospective proposer (i.e., recipient of the RFP documents) when the alleged situation occurred. HASB has no obligation to consider a protest filed by any party that does not meet these criteria.

Procedure: Any actual or prospective contractor(s) may protest the solicitation or award of a contract for material violation of HASB’s procurement policy. Any protest against a HASB solicitation must be received before the due date for receipt Proposals or proposals and any protest against the award of a contract must be received within ten (10) calendar days after contract award of the protest will be not considered.

DISPUTES UNDER THE CONTRACT

Procedures: In the event that any matter, claim, or dispute arises between the parties, whether related to this RFP or any resulting contract, both parties shall be subject to nonbinding mediation if agreed to by both parties within thirty (30) days of either party making a request in writing. The parties further agree that if the matter, claim, or dispute is not settled during mediation, it shall thereafter be submitted to binding arbitration. The parties shall make a good faith attempt to mutually agree upon an arbitrator. If the parties cannot mutually agree upon an arbitrator after reasonable efforts have been exerted, then the matter, claim or dispute shall be submitted to the American Arbitration Association for final and binding arbitration. Unless extended by the arbitrator for good cause shown, the final arbitration hearing shall begin no later than two (2) months after selection of the arbitrator.

ADDITIONAL CONSIDERATIONS

Required Permits and Licenses: Unless otherwise stated in the RFP documents, all federal, state, or local permits and licenses which may be required to provide the services ensuing from any award of this RFP, whether or not they are known to either the HASB or the proposers at the time of the proposal submittal dealing or the award, shall be the sole responsibility of the successful proposer and all offer submitted by the proposer shall reflect all costs required by the successful proposer to procure and provide such necessary permits or licenses.

Taxes: HASB as a governmental entity, is exempt from Indiana State Sales and Use Taxes and Federal Excise Taxes. A letter of Tax Exemption will be provided upon request.

Delivery: All costs submitted by the successful proposer(s) shall reflect the cost of delivering the proposed items and/or services to the location specified within the RFP documents or within the Agreement. All costs in the proposal submittal shall be quoted as FOB Destination, Freight Prepaid, and allowed unless otherwise stated in this RFP.

The successful proposer agrees to deliver to the designated location(s) on or before the date as specified in the finalized contract. Failure to deliver on or before a specified date constitutes an event of default by the successful proposer. Upon default, the successful proper agrees that HASB may, at its option, rescind the finalized contract under the termination clause herein and seek compensatory damages as provided by law.

Waiver of Breach: A waiver of either party of any terms or conditions of this agreement in any instance shall not be deemed or construed as a waiver of such term or condition for the future, or of any subsequent breach thereof. All remedies, rights, undertakings, obligations, and agreements contained in this agreement shall be cumulative and none of them shall be the limitation of any other remedy, right, obligation or agreement of either party.

Time of the Essence: Time is of the essence as to each provision in which a timeframe for performance is provided in this RFP. Failure to meet these timeframes may be considered a material breach, and HASB may pursue compensatory and/or liquidated damages under the contract.

Limitation of Liability: in no event shall HASB be liable to the successful proposer for any indirect, incidental, consequential, or exemplary damages.

Public/Contracting Statutes. HASB is a governmental entity as that term is defined in the procurement statutes. HASB and this RFP and all resulting contracts are subject to federal, state, and local laws, rules, regulations, and policies relating to procurement, as applicable.

Termination: Any contract resulting from this RFP may be terminated under the following conditions: By mutual consent of both parties, and termination for cause.

HASB may terminate any and all contracts for default at any time in whole or in part, if the contractor fails to perform any of the provisions of any contract, or fails to pursue the work as to endanger performance in accordance with the terms of the RFP or any resulting contracts, and after receipt of written notice from HASB, fails to correct such failures within seven (7) days or such other period as HASB may authorize or require.

Upon receipt of a notice of termination issued from HASB, the Contractor shall immediately cease all activities under any contract resulting from this RFP, unless expressly directed otherwise by HASB in the notice of termination.

HASB may terminate any contract resulting from this RFP in whole or in part, if funding is reduced, or is not obtained and continued at levels sufficient to allow for the expenditure.

Termination for Convenience:

In the sole discretion of the Contracting Officer, HASB may terminate all contracts resulting from this RFP in whole or part upon fourteen days prior notice to the Contractor when it is determined to be in the best interest of HASB.

The rights and remedies of HASB provided under this section are not exclusive and are in addition to any other rights and remedies provided by law or under any contract.

In the event the resulting contract from this RFP is terminated for any reason, or upon its expiration, HASB shall retain ownership of all work products including deliverables, source and object code, microcode, software licenses, and documentation in whatever form that may exist. In addition to any other provision, the Contractor shall transfer title and deliver to HASB any partially completed work products, deliverables, source and object code, or documentation that the Proposer(s) has produced or acquired in the performance of any resulting contract.

Invoices (If applicable): Proposer(s) will only be allowed to invoice for the cost of services/goods in compliance with his/her proposal or best and final offer as accepted by HASB.

Invoices must contain a complete description of the work or service that was performed, the contact price for each service, the purchase order number, contract number (if applicable), date of service, and address of service location or delivery address.

Proposer(s) must submit a separate invoice for each purchase order issued by HASB unless prior approval is obtained from HASB.

Contract

Notice in writing to a Proposer that has been identified as a successful Proposer and the subsequent full execution of a written contract will constitute a Contract for goods and services. No Proposer will acquire any legal or equitable rights or privileges relative to the goods or services until the occurrence of both such events:

Following the evaluation and recommendation of the Evaluation Committee, HASB may select one or more Proponents to enter into negotiations for a Contract or Contracts as follows:

- a. If negotiations with any Proposer are not successful within such a time period as HASB may require, HASB may discontinue further negotiations with that Proposer by written notice to Proposer and HASB may at any time thereafter commence negotiations with another Proposer to finalize a Contract in accordance with the foregoing process with another Proposer. The foregoing process may be undertaken and/or repeated until either a Contract or Contracts are awarded by HASB or until negotiations have been terminated by HASB.

FLEET VEHICLE PURCHASE

REQUEST FOR PROPOSAL(RFP)					
Scope of Service	Fleet Vehicle Purchase				
RFP#	2024-06-07-VEH-001				
RFP Issued by	South Bend Housing Authority City of South Bend				
Issue Date:					
Closing Date/Time	Proposals must be received by 4:30 p.m. EST on July 7, 2024				
HASB Contact Information & Questions	<p>All inquiries related to this RFP including any request for information, questions, and clarification are to be directed to the following email address: carchie@sbhaonline.com.</p> <p>HASB will respond if time permits, Information obtained from any other source is not official and should not be relied upon. Inquiries and any responses will be recorded and may be distributed to all Proposers at the option HASB.</p>				
Delivery of Proposals	Submissions are to be uploaded directly by logging into https://www.hasbonline.com/procurement/procurement manager.				
Short Listed Proposers	For those Proposers who have not been contacted the end of business day 5 p.m. EST on July 13, 2024, will serve as notice that their proposal submission was unsuccessful.				
Successful Proposer Notified	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">Expected Start Date of Project:</td> <td style="border: none;">Expected End Date of Project:</td> </tr> <tr> <td style="border: none;">July 20, 2024</td> <td style="border: none;">Vehicle delivery August 13, 2024 (or sooner if possible)</td> </tr> </table>	Expected Start Date of Project:	Expected End Date of Project:	July 20, 2024	Vehicle delivery August 13, 2024 (or sooner if possible)
Expected Start Date of Project:	Expected End Date of Project:				
July 20, 2024	Vehicle delivery August 13, 2024 (or sooner if possible)				
Proposer's Submissions	A person authorized to sign on behalf of the Proposer must complete and sign the Proposer Section (below), leaving the rest of this page otherwise unaltered and include the originally signed and completed page with the first copy of the proposal.				
<p>Proposer Section</p> <p>to be completed by Proposer and included as the "cover page" of the Proposers Response</p> <p>The enclosed proposal is submitted in response to the above-referenced RFP including any addenda. Through submission of this proposal, we agree to all the terms and conditions of this RFP and agree that any inconsistencies in our proposal will not be considered. We have carefully read and examined the RFP and conducted such other investigations as were prudent and reasonable in preparing this proposal. We agree to be bound by the statements and representations made in our proposal.</p>					
Signature of Authorized Representative	Legal Name of Proponent (Doing Business As Name, if applicable)				
Printed Name of Authorized Representative:	Address of Proposer:				
Title:					
Date:					
Authorized Representative email address.	Authorized Representative phone				

Request for Proposals—Fleet Vehicle Purchase

Receipt Confirmation Form

RFP—Fleet Vehicle Purchase Request for Proposals 2024-06-07-VEH-001

Please fill out this form in order to advise the FNA that you intend to submit a proposal for this RFP.

HASB contact information and questions:

All inquiries related to this RFP including any requests for information, questions, and clarification, are to be directed to the following email address: carchie@sbhaonline.com.

Closing Date/Time of RFP

Proposals must be received before July 7, 2024

PLEASE SUBMIT THE FOLLOWING INFORMATION ALONG WITH YOUR PROPOSAL TO:

<https://www.hasbonline.com/procurement/procurementmanager>

Company: _____

Street Address: _____

City & State _____ Postal/Zip Code: _____

Mailing Address, if different: _____

Phone Number: () _____

Contact Person: _____

Title: _____

Email address: _____

