

To: All Potential Vehicle Bidders

From: Rachel Frisch, Otsego County Administrator

Date: September 1, 2017

Subj: New Vehicle Purchase

Otsego County is seeking bids for a new **Regular Cab, ¾ Ton Pickup Truck** for its Parks and Recreation Department. All bids are to be based on the following minimum equipment standards:

One (1) 4-Wheel Drive, ¾ Ton Pickup Truck with a Regular Cab
2-Door
White or Green in color
Snow plow/snow plow package – 8.5 foot V-Blade Western Plow
Long Box
Trailer Tow Package
Cloth interior
Power Steering
Remote Start Package
Tilt Steering Wheel
Power Anti-Lock Brakes
Power Windows & Door Locks
Air Conditioning
Standard Engine
Automatic Transmission
Horn/Convenience Light Group
Traction Control
Intermittent windshield wipers
Standard and all-weather rubber/plastic mats
AM-FM CD Radio
Cruise Control

Vehicles must be ready for delivery to County within 60 days of bid award.

Bids are **due by Friday, September 22, 2017 at noon** local time. Bids must be sealed and have Bid 2017-11 marked on the exterior. Bids can be mailed/dropped off at 225 W. Main Street, Room 203, Gaylord, MI 49735. There will be a public bid opening on Friday, September 22, 2017 at 2:30 pm at 225 W. Main Street in Room 212.

The County of Otsego reserves the right to accept, reject or negotiate any or all bids to waive or not waive informalities or irregularities in the bids or bidding procedures and to accept any bid determined by the County to be in the best interest of the County, regardless of price. Vendors located in Otsego County receive a 5% cost variance for low bid determination.

Questions on bid process can be directed to Rachel Frisch at 989-731-7520. Questions on vehicle specifications can be directed to Parks and Recreation Director Kyle Ryan at 989-732-6521.