



To: All Potential Vehicle Bidders
From: Rachel Frisch, Otsego County Administrator
Date: August 16, 2019
Subject: BID 2019-06 New SUV Vehicle Purchase

Otsego County is seeking bids for a **new small-to mid-size 4WD SUV** for its Land Use Services Department. A small SUV is preferred. All bids are to be based on the following minimum equipment standards:

One (1) All wheel drive small- to mid-size SUV
4-Door
Preferred black in color.
Tinted Glass as allowed
Power Steering
Remote Start Package
Tilt Steering Wheel
Power Anti-Lock Brakes
Power Windows & Door Locks
Air Conditioning
Standard Engine
Automatic Transmission
Intermittent windshield wipers
All-weather rubber/plastic mats
AM-FM CD Radio/Cigarette lighter
Cruise Control

Vehicles must be ready for delivery to County within 30 days of bid award.

Bids are **due by Friday, September 6, 2019 at 10:30 a.m.** local time. Bids must be sealed and have Bid 2019-06 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 6, 2019 at 10:35 a.m.** 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.