



REQUEST FOR QUOTATION

PLEASE COMPLETE THE FOLLOWING CONTACT INFORMATION:

NOTES

Company Name: _____

Address: _____

Contact Name: _____

Contact Title: _____

Phone Number: _____

E-mail: _____

1. Quoted prices are to be net thirty (30) calendar days: all discounts are to be deducted and reflected in net prices.
2. The County reserves the right to reject any and/or all quotes, to waive any technicalities in the quote, and to take whatever action is in the best interest of Washington County, Maryland.
3. The County is exempt from State of Maryland Sales Tax. The County's Maryland Sales Tax Exemption Number is 3000129 2.

RETURN QUOTATIONS TO:

WASHINGTON COUNTY PURCHASING DEPARTMENT
 Washington County Administration Complex
 100 West Washington Street, Third Floor, Suite 3200
 Hagerstown, Maryland 21740
Attention: Rick F. Curry, Director of Purchasing
Telephone Number: 240-313-2330

REQUEST FOR QUOTATION
**THIS IS NOT
 AN ORDER**

DATE ISSUED

04/18/2024

DESCRIPTION

**POLICE VEHICLE EQUIPMENT
 Q-24-784**

(See Attached Instructions & Specifications)

QUOTATION DUE: Wednesday, May 15, 2024, no later than 3:00 P.M., (EDT/EST) and must be time-stamped in the Purchasing Department. Opening of quotations will follow. Interested parties are invited to hear a reading of the quotes. All quoters who wish to hear a reading of the quotes shall call 240-313-2330 to receive instructions prior to the teleconference.

QUOTATIONS TO BE ADDRESSED TO: Washington County Purchasing Department, Attn: Rick F. Curry, Director of Purchasing, Washington County Administration Complex, 100 West Washington Street, Third Floor, Suite 3200, Hagerstown, Maryland, 21740 and enclosed in a sealed opaque envelope marked "**QUOTATION – (Q-24-784) POLICE VEHICLE EQUIPMENT**" and bearing the vendor's name.

Having received clarification on all items of conflict or upon which any doubt arose, the undersigned proposed to furnish all labor, materials and equipment called for by said specifications and instructions for the **TOTAL LUMP SUM QUOTATION**.

NOTE: This page is to be returned with the Form of Proposal

We quote you as above - F.O.B. _____

Official Signature _____

Name Printed _____

Telephone Number _____

Acknowledge Addenda # _____ Date _____

_____ Date _____, # _____ Date _____

Delivery/Service can be performed no later than _____ calendar days from receipt of order.

Date _____



PURCHASING DEPARTMENT
DIVISION OF BUDGET & FINANCE

IMPORTANCE NOTICE

In the near future, Washington County, Maryland Purchasing Department will be moving to a procurement portal powered by Euna for accepting and evaluating solicitations. We strongly encourage you to register now to receive solicitation notices. To register, visit: <https://washco-md.ionwave.net>.

Contact Support:

Customer Service: 866.277.2645 x 4

Email: support.ionwave@eunasolutions.com

Q-24-784
REQUEST FOR QUOTATION

POLICE VEHICLE EQUIPMENT

INSTRUCTIONS

1. **QUOTATION SUBMISSION:** Quotations are to be submitted enclosed in a sealed opaque envelope bearing the name and address of the firm submitting the quote and marked “**QUOTATION – (Q-24-784) POLICE VEHICLE EQUIPMENT**”. Quotations are to be addressed to Rick F. Curry, CPPO, Director of Purchasing, Washington County Purchasing Department, Washington County Administration Complex, 100 West Washington Street, Third Floor, Suite 3200, Hagerstown, Maryland, 21740. Please direct all inquiries to **Rick F. Curry, CPPO, Director of Purchasing** at 240-313-2330, Fax - 240-313-2331. *Facsimile or Electronic Quotes will not be accepted.*

2. **QUOTATION OPENING:** Quotations must be received and time-stamped in the Purchasing Department no later than **3:00 P.M., (EDT/EST) Wednesday, May 15, 2024**. Quotations will be opened and read at that time in the Washington County Administration Complex, Third Floor Conference Room 3000, 100 West Washington Street, Hagerstown, Maryland. All interested parties are invited to attend; quoters who wish to hear a reading of the quotes via teleconference shall call 240-313-2330 to receive instructions.

3. **PRE-QUOTATION CONFERENCE/TELECONFERENCE:**
A Pre-Quotation Conference/Teleconference will be held in person in the Washington County Administration Complex, Third Floor Conference Room 3000, 100 West Washington Street, Hagerstown, Maryland 21740, **10:30 P.M., (EDT/EST) Thursday, April 25, 2024**, at which time County personnel will be present to answer any questions. All interested quoters wishing to take part in the meeting via teleconference shall call 240-313-2330 prior to the meeting to receive instructions. All interested quoters are requested to take part in the conference/teleconference. Participation in this meeting is not mandatory, but it is strongly encouraged.

NOTE: All Quoters must enter the Washington County Administrative Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible and must use the elevator to access the Purchasing Department to submit their quote and/or to attend the Pre-Quotation Conference and/or the Quote Opening. Alternate routes are controlled by a door access system. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include but are not limited to: Weapons of any type; Firearms, ammunition and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace or any other chemical defense sprays; and Illegal substances.

4. **AWARD OF CONTRACT:** Washington County shall award the contract to the responsible, responsive low Quoter based on the total sum for the equipment. Carelessness in quoting prices, or in preparation of quotation otherwise, will not relieve the Quoter. Erasures or changes in quotations must be initialed. Upon approval of the cost proposal, it is the County’s intent to issue a Notice to Proceed (purchase order) within fourteen (14) days.

5. **TERM OF CONTRACT:** Purchase Orders issued by the County to the successful vendor shall act as the contracts for the usage by the Washington County Sheriff's Department. The contract shall be for a one (1) year period, tentatively commencing May 22, 2024, with an option by the County to renew for two (2) additional consecutive one (1) year periods; renewals are subject to written notice given by the County at least sixty (60) calendar days in advance of each expiration date. If the Quoter wishes to renew the contract, he/she must submit a letter of intent to the Owner's Representative (County Purchasing Director) at least ninety (90) calendar days prior to the expiration of the contract. The County reserves the right to accept or reject any request for renewal and any modification to the monetary terms of the resulting Agreement and to negotiate any other terms or conditions prior to renewal.
6. **BROCHURES, DESCRIPTIVE LITERATURE, MANUALS:**
 - a. Firms submitting quotes shall furnish complete descriptive literature and specifications of the equipment upon which the Quotation is based. Refer to the General Conditions.
 - b. Failure to comply with this requirement may be ample cause for rejection of the Quotation.
7. **DELIVERY:** The equipment shall be delivered F.O.B. Destination to the Washington County Sheriff's Department, 500 Western MD Parkway, Hagerstown, MD 21740. The successful Quoter shall guarantee delivery of the equipment as specified herein, no later than ninety (90) consecutive calendar days after notice of award. All delivery costs and charges shall be included in the Quotation.
8. **DISCOUNTS:** Quoted prices are to be net thirty (30) calendar days; all discounts are to be deducted and reflected in net prices.
9. **DISPUTES:** In cases of disputes as to whether or not an item or service quoted or delivered meets specifications, the decision of the County Commissioners or authorized representative shall be final and binding on both parties.
10. **EQUAL OPPORTUNITY:** The Board of County Commissioners of Washington County, Maryland does not discriminate on the basis of race, color, national origin, sex, religion, age and disability in employment or the provision of services. Individuals requiring special accommodations are requested to contact the Purchasing Department at 240-313-2330 Voice, TDD Dial 711 to make arrangements no later than seven (7) calendar days prior to the Quotation Opening.
11. **EXCEPTION:** The submission of a quotation shall be considered an agreement to all items, conditions, and specifications provided herein and in the various quotation documents unless specifically noted otherwise in the quotation.
12. **INTERPRETATION, DISCREPANCIES, OMISSIONS:** Should any Quoter find discrepancies in, or omissions from the documents or be in doubt of their meaning, or feel that the specifications are discriminatory, he/she should at once request, in writing, an interpretation from Rick F. Curry, CPPO – Director of Purchasing, Washington County Purchasing Department, Washington County Administration Complex, 100 West Washington Street, Suite 3200, Hagerstown, Maryland, 21740, Fax: 240-313-2331; or send questions in Microsoft Word platform via-email to purchasingquestions@washco-md.net.

All necessary interpretations will be issued to all Quoters by the Washington County Purchasing Director in the form of addenda to the specifications, and such addenda shall become part of the Contract Documents. Exceptions taken in no way obligates the County to change the specifications. Failure of any Quoter to receive any such addendum or interpretation shall not relieve such Quoter from any obligation under his/her quotation as submitted. The County will assume no responsibility for oral instructions or suggestions. **ORAL ANSWERS WILL NOT BE BINDING ON THE COUNTY.** Any requests received after 4:00 P.M., (EDT/EST), Thursday, May 2, 2024, may not be considered.

13. **LIQUIDATED DAMAGES:** Assessments shall be made at the rate of one percent (1%) of the quoted price, per unit, per day, for each unit not delivered by the due date. This assessment shall be deducted for the invoice price.
14. **MATERIAL AND WORKMANSHIP:** All equipment furnished shall be guaranteed to be new, unused and of current manufacture, to meet all requirements of the specifications, and to be in intended use condition at time of delivery. All workmanship shall be of high quality and accomplished in a professional manner so as to ensure functionality of the equipment.
15. **PAYMENT:** Payment will be made within thirty (30) calendar days after satisfactory acceptance and delivery by using department as required based on delivery as requested by that department. Invoices shall be submitted in duplicate to the Washington County Sheriff's Department, 500 Western MD Parkway, Hagerstown, MD 21740.
16. **PAYMENT OF COUNTY AND MUNICIPAL TAXES:** Effective October 1, 1993, in compliance with Section 1-106(b)(3) of the Code of the Public Local Laws of Washington County, Maryland, "If a Bidder has not paid all taxes owed to the County or a municipal corporation in the County, the County Commissioners may reject the Bidder's bid."
17. **POLITICAL CONTRIBUTION DISCLOSURE:** In accordance with Maryland Code, State Finance and Procurement Article, §17-402, the Bidder shall comply with Maryland Code, Election Law Article, Title 14, which requires that every person that enters into contracts, leases, or other agreements with the State, a county, or any incorporated municipality, or their agencies during a calendar year in which the person receives in the aggregate \$100,000 or more, shall file with the State Administrative Board of Election Laws a statement disclosing contributions in excess of \$500 made during the reporting period to a candidate for elective office in any primary or general election. The statement shall be filed with the State Administrative Board of Election Laws: (1) before a purchase or execution of a lease or contract by the State, a county, an incorporated municipality or their agencies, and shall cover the preceding two (2) calendar years; and (2) if the contribution is made after the execution of a lease or contract, then twice a year, throughout the contract term, on: (a) February 5, to cover the 6-month period ending January 31; and (b) August 5, to cover the 6-month period ending July 31.
18. **REDUCTION OF PRICES:** Any reduction of prices during the period of this contract shall be passed on to the Board of county Commissioners of Washington County, Maryland.
19. **RESERVATIONS:** The Board of County Commissioners of Washington County, Maryland, reserves the right to accept or reject any or all quotes, to waive formalities, informalities and technicalities therein. The Board reserves the right to contact a Quoter for clarifications and may,

at its sole discretion, allow a Quoter to correct any and all formalities, informalities and technicalities in the best interest of Washington County, Maryland.

20. **SALES TAX:** Washington County Government is exempt from State of Maryland Sales Tax. The County's Maryland Sales Tax Exemption Number is 3000129 2. The County will provide a sales tax exemption certificate for the items provided under this contract.
21. **SUBSTITUTIONS:** Any Quoter who contemplates offering the equipment that differs from that specified SHALL obtain the County's written approval prior to quotation opening. Substitution literature shall be received in the Purchasing Department **no later than 4:00 P.M., (EDT/EST), Thursday, May 2, 2024.** Requests received after this deadline for substitutions may not be considered. All correspondence regarding this quote shall be directed to and issued by the Washington County Purchasing Department.
22. **WARRANTY AND SERVICE:**
 - a. Warranty and service shall be honored at all manufacturers' dealerships, regardless of which dealer is the successful vendor.
 - b. All Quoters must submit written evidence with quotations indicating minimum warranty. Copies of warranties and service maintenance schedules must be submitted with quotations.
23. **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION:** The Quoter/Vendor certifies, by submission of this Quotation or acceptance of this contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. It further agrees by submitting this quotation that it will include this clause without modification in all lower tier transactions, solicitations, quotations, contracts, and subcontracts. Where the Quoter/Vendor or any lower tier participant is able to certify this statement, it shall attach an explanation to this solicitation/proposal.
24. **QUOTER'S RESPONSIBILITY:** Prior to contracting, private corporations must either be incorporated in the State of Maryland or registered with the Maryland Department of Assessments and Taxation as a foreign corporation and must be in good standing. Proof of such standing is required prior to the start of the contracting process and shall remain in good standing during the contract period. The website for the State Department of Assessments and Taxation is: <https://egov.maryland.gov/businessexpress> and the phone numbers for the State Department of Assessments and Taxation are: **(410) 767-1184** or **(888) 246-5941.**

Q-24-784
REQUEST FOR QUOTATION
POLICE VEHICLE EQUIPMENT

GENERAL CONDITIONS

1. The successful vendor shall supply the County with the following technical information at or before the time of delivery of equipment:
 - a. TECHNICAL MANUAL – One (1) complete copy with the equipment at the time of delivery or no later than ninety (90) calendar days after delivery.
 - b. WIRING DIAGRAM – One (1) complete copy with the equipment at the time of delivery or no later than ninety (90) calendar days after delivery.
 - c. PARTS BOOK – One (1) complete book on all components with the equipment at the time of delivery or no later than ninety (90) calendar days after delivery.
2. The County shall not accept any new equipment until all damage and defects have been repaired and factory shortages replaced.
3. Equipment furnished must be equipped with all items required to meet current state and federal laws.

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SPECIFICATIONS

All Equipment shall be Sound Off Signal manufactured. Equivalent products shall also be considered.
(Final approval of any substitutions will come from the County.)

Item No.	Description	Qty.	Remarks / Exceptions
1	CC-20-UVLP-17 (17" 2020 PI UV-SPECIFIC CONSOLE)	19	
2	AC-UV20-HC (WIRE HARNESS COVER)	19	
3	FP-MXTL2500 (3" RADIO FACE PLATE)	19	
4	FP-SO500-R (4" SOUND OFF 500 SIREN FACE PLATE)	19	
5	FP-USB-2DC (2" FACE PLATE W/2DC OUTLETS, 1DUAL USB)	19	
6	FP-BLNK1 (1" BLANK FILLER PLATE)	19	
7	AC-INBHG (4" INTERNAL DUAL BEVERAGE HOLDER)	19	
8	FP-TICK-2 (3" SHALLOW STORAGE TRAY)	19	
9	AC-PENPRTR-58-CC (SWIVELING PRINTER ARM RESTW/5X8 PAD)	19	
10	CM-DH-SLDK-LED (SLIDE ARM DOCKING STATION CONSOLE TOP)	19	
11	TP-E-SM1-US-SS (US-SIZE SPACE MAKER PARTITION BENT FRAME DESIGN)	19	
12	SAB-20-UV-BF (2020 PI UV SPACE-MAKER PARTITION MOUNT)	19	
13	KP-20-BFUV-SS-N 3-PC. (2020 PI UV SPACE-MAKER KICK PANEL W/Notch)	19	
14	GM-SGL-MNT (SINGLE WEAPON MOUNT W/GUN LOCK BRACKETS)	15	
15	GM-B-OP-SC5-BKT (RIFLE W/OPTICS BRACKET)	15	
16	GL-SC-6 (UNIVERSAL GUN LOCK)	15	
17	AC-MAG-MIC (MAGNETIC MIC)	19	
18	CP-UV20-CARGO (2020 PI UTILITY TILT-UP CARGO Mt W/GAS SHOCKS)	19	
19	AC-20-UV-TRAY (FORD 2020 PI UTILITY ELECTRONICS TRAY)	1	
20	TP-20-UVFX-LCP (2020 PI UTILITY REAR PARTITION W/FX&LOCKING COMP)	19	

Q-24-784
POLICE VEHICLE EQUIPMENT

FORM OF PROPOSAL

Item No.	Item Description	Unit of Measure	Qty	Unit Price <i>(Figures)</i>	Total Price <i>(Figures)</i>
1	17" 2020 PI UV-SPECIFIC CONSOLE Product # CC-20-UVLP-17 _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)
2	WIRE HARNESS COVER Product # AC-UV20-HC _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)
3	3" RADIO FACE PLATE Product # FP-MXTL2500 _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)

Item No.	Item Description	Unit of Measure	Qty	Unit Price (Figures)	Total Price (Figures)
4	4" SOUND OFF 500 SIREN FACE PLATE Product # FP-SO500-R _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)
5	2" FACE PLATE W/2 DC OUTLETS, 1 DUAL USB Product # FP-USB-2DC _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)
6	1" BLANK FILLER PLATE Product # FP-BLNK1 _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)

Item No.	Item Description	Unit of Measure	Qty	Unit Price (Figures)	Total Price (Figures)
7	4" INTERNAL DUAL BEVERAGE HOLDER Product # AC-INBHG _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)
8	3" SHALLOW STORAGE TRAY Product # FP-TICK-2 _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)
9	SWIVELING PRINTER ARM REST W/5X8 PAD Product # AC-PENPRTR-58-CC _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)

Item No.	Item Description	Unit of Measure	Qty	Unit Price (Figures)	Total Price (Figures)
10	SLIDE ARM DOCKING STATION CONSOLE TOP Product # CM-DH-SLDK-LED _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)
11	US-SIZE SPACE MAKER PARTITION BENT FRAME DESIGN Product # TP-E-SM1-US-SS _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)
12	2020 PI UV SPACE-MAKER PARTITION MOUNT Product # SAB-20-UV-BF _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)

Item No.	Item Description	Unit of Measure	Qty	Unit Price (Figures)	Total Price (Figures)
13	2020 PI UV SPACE-MAKER KICK PANEL W/Notch Product # KP-20-BFUV-SS-N 3-PC. _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)
14	SINGLE WEAPON MOUNT W/GUN LOCK BRACKETS Product # GM-SGL-MNT _____ Dollars (Written) _____ per Cents (Written)	Ea.	15	\$ _____ (Figures)	\$ _____ (Figures)
15	RIFLE W/OPTICS BRACKET Product # GM-B-OP-SC5-BKT _____ Dollars (Written) _____ per Cents (Written)	Ea.	15	\$ _____ (Figures)	\$ _____ (Figures)

Item No.	Item Description	Unit of Measure	Qty	Unit Price (Figures)	Total Price (Figures)
16	UNIVERSAL GUN LOCK Product # GL-SC-6 _____ Dollars (Written) _____ per Cents (Written)	Ea.	15	\$ _____ (Figures)	\$ _____ (Figures)
17	MAGNETIC MIC Product # AC-MAG-MIC _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)
18	2020 PI UTILITY TILT-UP CARGO Mt W/GAS SHOCKS Product # CP-UV20-CARGO _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)

Item No.	Item Description	Unit of Measure	Qty	Unit Price (Figures)	Total Price (Figures)
19	FORD 2020 PI UTILITY ELECTRONICS TRAY Product # AC-20-UV-TRAY _____ Dollars (Written) _____ per Cents (Written)	Ea.	1	\$ _____ (Figures)	\$ _____ (Figures)
20	2020 PI UTILITY REAR PARTITION W/FX & LOCKING COMP Product # TP-20-UVFX-LCP _____ Dollars (Written) _____ per Cents (Written)	Ea.	19	\$ _____ (Figures)	\$ _____ (Figures)
TOTAL LUMP SUM (Items 1 through 20 above) _____ Dollars (Written) _____ per Cents (Written)				\$ _____ (Figures)	

DELIVERY: Delivery shall be made to the Washington County Sheriff's Department, 145 IKO Way Suite 103, Hagerstown, MD 21740 between the hours of 8:00 A.M to 4:00 P.M., (EDT/EST), Monday through Friday.