

# CAMDEN COUNTY SENATE BILL 40 BOARD

REQUEST FOR PROPOSAL

## 2022-2: SALE OF ACCESSIBLE VAN

SUBMISSIONS SHALL BE ACCEPTED UNTIL

**Monday, June 6<sup>th</sup>, 2022, at 4:00 PM**

And received at:

100 THIRD STREET (if Hand-Delivered)  
PO BOX 722 (if Mailed)  
CAMDENTON, MO 65020

The undersigned certifies that the individual has the authority to purchase the property described herein in the manner and for the pricing submitted and in accordance with the outlined terms and conditions.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Authorized Agent (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Signature

\_\_\_\_\_  
City/State/Zip Code

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone #

\_\_\_\_\_  
Date

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Fax #

# REQUEST FOR PROPOSAL

---

Sealed offers will be accepted by the Camden County Senate Bill 40 Board for consideration in provision of the following:

## **2022-2: SALE OF ACCESSIBLE VAN**

Submissions will be received by the Camden County Senate Bill 40 Board, P.O. Box 722 (if mailed), 100 Third Street (if hand-delivered), Camdenton, MO 65020 until **4:00 PM, on Monday, June 6<sup>th</sup>, 2022**. Proposals will be publicly opened and taken into consideration at the Camden County Senate Bill 40 Board monthly Board meeting on **Thursday, June 9<sup>th</sup>, 2022, at 6:00 PM** at 255 Keystone Industrial Park Drive, Camdenton, MO 65020, and/or via WebEx. Respondents should be aware that submissions are public record under state law. Specifications are available at [www.ccdrr.org](http://www.ccdrr.org) or by contacting Linda Simms at [linda@ccddr.org](mailto:linda@ccddr.org).

Equal Opportunity Employer

---

Linda Simms  
Compliance Manager/Purchasing Officer

## **Lake Sun Leader: May 6<sup>th</sup>, 2022 – Legal Notices**

Camden County Senate Bill 40 Board  
100 Third Street  
P.O. Box 722  
Camdenton, MO 65020

# REQUEST FOR PROPOSAL

---

## 1.0 OVERVIEW

- 1.1 NOTIFICATION. This document constitutes a request for competitive, sealed offers per the provisions of this Request for Proposal (“RFP”) in the sale of the Camden County Senate Bill 40 Board’s accessible van.
- 1.2 PROCESS. The Board will attempt to follow this timetable which shall result in the final sale of the Board’s accessible van by **June 30<sup>th</sup>, 2022**.

<b>Issuance of RFP</b>	<b>May 6<sup>th</sup>, 2022</b>
<b>Deadline to Inspect/Test Drive – 4:00 PM</b>	<b>June 1<sup>st</sup>, 2022</b>
<b>Deadline for Questions – 4:00 PM</b>	<b>June 2<sup>nd</sup>, 2022</b>
<b>Deadline for Submittal of Proposals – 4:00 PM</b>	<b>June 6<sup>th</sup>, 2022</b>
<b>Opening of Proposals/Acceptance of a Proposal – 6:00 PM</b>	<b>June 9<sup>th</sup>, 2022</b>
<b>Sale &amp; Transaction Completion – By and No Later Than</b>	<b>June 30<sup>th</sup>, 2022</b>

These dates are estimates and subject to change by the Board.

- 1.3 **MANDATORY PRE-PROPOSAL CONFERENCE.** **There will be no mandatory Pre-Proposal Conference scheduled.**
- 1.4 **QUESTIONS, REQUESTS FOR CLARIFICATION OR INTERPRETATION.** Respondents are advised that all questions concerning the accessible van and its sale must be **IN WRITING** and received by **4:00 PM on Thursday, June 2<sup>nd</sup>, 2022**. All inquiries shall be directed to:

Linda Simms, Compliance Manager/Purchasing Officer  
Email: [linda@ccddr.org](mailto:linda@ccddr.org)

Contact with any other Board employee or Board member regarding this solicitation is expressly prohibited without prior consent. Respondents directly contacting other Board employees or any Board member risk elimination from further consideration.

- 1.5 **RESPONSE SUBMISSION.** Responses shall be submitted in a **sealed envelope or box identified by proposal number and proposal title**; shall be complete and signed by an official authorized to obligate the agency, company, or individual submitting the response; and shall include **one (1) complete original**. It is the responsibility of each respondent to deliver the respondent’s submission to the office of the Board, 100 Third Street, Camdenton, Missouri 65020 or mailed to PO Box 722, Camdenton, MO 65020, on or before the date and exact time indicated. **No fax or email submissions will be accepted**. Responses will be time and date stamped; those received late will be determined non-responsive and will be returned unopened to the sender without exception.
- 1.7 **PROPOSAL OPENING.** Submissions will be publicly opened and read aloud at **approximately 6:00 PM on Thursday, June 9<sup>th</sup>, 2022**, during the at the Camden County Senate Bill 40 Board monthly Board meeting at 255 Keystone Industrial Park Drive, Camdenton, MO 65020, and/or via WebEx. Respondents and the public are invited but not required to attend the formal proposal opening. All documents will be made available for public inspection, but no decision relating to the award of the contract will be made at the proposal opening.

---

## 2. TERMS AND CONDITIONS

- 2.1 **INCURRING COSTS.** The Board shall not pay for any information requested herein nor be obligated or liable for any cost incurred by any respondent in submitting a response.
- 2.2 **REJECTION, EVALUATION, AND NEGOTIATION.** The right is hereby reserved to reject any or all submissions for any reason, in part or in whole, received in response to this solicitation; to waive or not waive informalities or irregularities in any response or the proposal procedures; to request supplementary information from respondents as determined necessary to effectively evaluate responses; to cancel this solicitation, advertise for new; and to accept or request clarification or further negotiate the terms, conditions and/or methodology of any response if, in the Board's sole judgment, the best interests of the Board will be so served.
- 2.3 **WITHDRAWAL.** Receipt of written notice or an in-person request from a properly identified individual prior to the official date and time set for proposal opening must occur to modify or withdraw a submission which has been delivered to the office of the Board.
- 2.4 **VALIDITY.** Respondents agree that submissions will remain valid for consideration by the Board for a minimum period of seven (7) calendar days after the date specified for proposal opening.
- 2.5 **RESPONSE MATERIAL OWNERSHIP.** All material submitted in response to this solicitation becomes the property of the Board and may be disclosed upon proper Sunshine Law request per 610.021(12) RSMo.
- 2.6 **CONFLICT OF INTEREST.** In submitting a response, the respondent hereby covenants that at the time of submission, the respondent has no other contractual, professional, or personal relationships which would create any actual or perceived conflict of interest.
- 2.7 **SALE.** The accessible van is being sold "as is". The Board offers no warranties/guarantees upon the sale of the accessible van.
- 2.8 **PREFERENCE.** The highest and best bid shall be the first considered; however, in making proposal awards, the Board shall give preference to all firms, corporations, or individuals that maintain residence, offices, or places of business within Camden County. The Board shall also give preference to those individuals or firms that serve and/or employ Camden County residents with disabilities, which includes developmental and intellectual disabilities as defined in RSMo 205.968 and RSMo 630.005.

---

### 3. Accessible Van

3.1 OVERVIEW. The purpose of this solicitation is to obtain competitive proposals for the purchase of the Board's accessible van:

- Year: 2008
- Make: Chevrolet
- Model: Uplander
- Accessibility Features: 5 / 2+2 Entervan Conversion by the Braun Corp.
- Engine: 3.9 L/V-6 Gasoline (Flex)
- Transmission: 4-Speed Automatic
- Mileage: 76,644
- Additional specifications and service records are available upon request. The only known issue with the van is the battery does not remain fully charged.

3.2 REQUIRED ATTACHMENTS. The following attachments must be included in bid submissions:

- Anti-collusion statement (see Exhibit 1)

**EXHIBIT 1**  
**ANTI-COLLUSION STATEMENT**

STATE OF \_\_\_\_\_)

COUNTY OF \_\_\_\_\_)

\_\_\_\_\_ (individual's name) being first  
duly sworn, deposes and says the \_\_\_\_\_ (title of person signing if representing an  
agency – enter N/A if not representing an agency) of \_\_\_\_\_  
(name of respondent agency, if applicable – enter N/A if the individual does not represent an agency) that the  
respondent (the person, firm, association, or corporation making said proposal) has not, either directly or  
indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint  
of the competitive process in connection with such proposal of any contract which result from its acceptance.  
Affiant further certifies that respondent is not financially interested in, or financially affiliated with, any other  
respondent for the attached proposal.

(BY) \_\_\_\_\_

(BY) \_\_\_\_\_

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

\_\_\_\_\_  
Notary Public

My Commission expires: \_\_\_\_\_