

Metropolitan Washington Airports Authority
PROCUREMENT AND CONTRACTS DEPT.
REQUEST FOR QUOTATIONS

Metropolitan Washington Airports Authority Procurement and Contracts Dept., MA-29-IAD Washington Dulles International Airport 45025 Aviation Drive, Suite 240 Dulles, VA 20166		1. FOR INFORMATION CONTACT NAME: William Boyd TELEPHONE NUMBER: <i>(No Collect Calls)</i> 703-572-2927	
2. REQUEST FOR QUOTATIONS NUMBER RFQ-19-12795		3. DATE ISSUED June 6, 2019	
4. DESCRIPTION OF GOODS OR SERVICES			
Metropolitan Washington Airports Authority Request for Quotations (RFQ) for two heavy duty pick up trucks: a one ton, 4 wheel drive Ford F-350 Super Duty Crew cab/Chassis cab with utility body, and, a one ton, 4 wheel drive Ford F-350 Super Duty extended cab/Chassis cab with utility body, in accordance with the Specifications included at Attachment 01. All questions concerning this solicitation must be submitted by 3:00 PM June 17, 2019 via the Airports Authority's website at: http://www.mwaa.com/business/current-contracting-opportunities			
5. LOCAL DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION REQUIREMENT			
This Request for Quotations has a 0% LDBE participation requirement.			
6. DEADLINE FOR QUOTATION SUBMISSION			
Sealed quotations in original and 1 copies are due at the place specified at the top of this form by 3:00 P.M. local time, June 28, 2019 . Sealed envelopes containing quotations shall be marked to show the quoter's name and address, the RFQ number, and the date and time quotations are due. The Authority reserves the right to make an award based on this solicitation.			
NOTE: Quoters are responsible for verifying number and dates of amendments prior to submitting a quotation. Failure to acknowledge an amendment may result in quotation being determined non-responsive.			
7. NAME AND ADDRESS OF QUOTER (Include Zip Code)		9. REMITTANCE ADDRESS (If different than Item 7)	
		10A. E-MAIL ADDRESS	
8A. TELEPHONE NUMBER	8B. FAX NUMBER	10B. COMPANY INTERNET WEBSITE	
NOTICE: Quotation shall be valid for 60 days			
11. ACKNOWLEDGMENT OF AMENDMENTS (This quoter acknowledges receipt of amendments to this Request for Quotations - give number and date of each)		12A. NAME & TITLE OF PERSON AUTHORIZED TO SIGN	
AMENDMENT NO.			
DATE		12B. SIGNATURE	12C. DATE

SECTION II - TABLE OF CONTENTS

<u>SECTION I - REQUEST FOR QUOTATIONS</u>	<u>I-1</u>
<u>SECTION II - TABLE OF CONTENTS</u>	<u>II-1</u>
<u>SECTION III - PRICE SCHEDULE</u>	<u>III-1</u>
<u>SECTION IV - REPRESENTATIONS AND CERTIFICATIONS</u>	<u>IV-1</u>
01 PARENT COMPANY AND IDENTIFYING DATA	IV-1
02 TYPE OF BUSINESS ORGANIZATION	IV-1
03 AUTHORIZED NEGOTIATORS	IV-1
04 LOCAL DISADVANTAGED BUSINESS ENTERPRISE REPRESENTATION	IV-2
05 MINORITY BUSINESS ENTERPRISE REPRESENTATION	IV-2
06 WOMEN BUSINESS ENTERPRISE REPRESENTATION	IV-3
07 CONTRACTOR IDENTIFICATION	IV-3
08 CERTIFICATE OF INDEPENDENT PRICE DETERMINATION	IV-3
09 SUBCONTRACTORS	IV-4
10 CERTIFICATION OF COMPLIANCE WITH EMPLOYMENT ELIGIBILITY VERIFICATION, FORM I-9	IV-4
11 CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS	IV-4
<u>SECTION V - SOLICITATION PROVISIONS</u>	<u>V-1</u>
01 AWARD OF PURCHASE ORDER	V-1
02 TAXES	V-1
03 PROMPT PAYMENT DISCOUNTS	V-1
04 ACKNOWLEDGMENT OF AMENDMENTS	V-2
05 SUBMISSION OF QUOTATIONS	V-2
06 LATE SUBMISSION, MODIFICATIONS, AND WITHDRAWALS OF QUOTATIONS	V-3
07 MINIMUM QUOTATION ACCEPTANCE PERIOD	V-4
08 DELIVERY	V-4
09 BRAND NAME OR APPROVED EQUAL	V-4

10	AUTHORITY APPROVED EQUAL	V-4
11	EXCEPTIONS TO SPECIFICATIONS	V-4
12	ITEMIZED LIST	V-5
13	DOCUMENTS REQUIRED IN RESPONSE TO THIS REQUEST FOR QUOTATIONS	V-5
14	WORKING HOURS	V-6
15	TITLE VI SOLICITATION NOTICE	V-6

SECTION VI - SPECIAL PROVISIONS **VI-1**

01	PURCHASING AGENT	VI-1
02	CONTRACTOR INSPECTION REQUIREMENTS	VI-1
03	PAYMENT	VI-1
04	NOTICE TO PROCEED	VI-1
05	ORDERING	VI-1
07	CERTIFICATE OF ORIGIN/ODOMETER STATEMENT	VI-1
08	FLEET ACCOUNT NUMBERS	VI-2
09	WARRANTY AND GUARANTEE	VI-2

SECTION VII - PURCHASE ORDER GENERAL TERMS AND CONDITIONS **VII-1**

01	DEFINITIONS	VII-1
02	CONTRACT	VII-1
03	ACCEPTANCE	VII-1
04	INCONSISTENT TERMS	VII-1
05	CHANGES	VII-1
06	EXTRAS	VII-1
07	PRICE	VII-1
08	PAYMENT	VII-1
09	TIME OF THE ESSENCE; DELAY	VII-2
10	WARRANTY AND GUARANTEE	VII-2
11	INDEPENDENT CONTRACTOR RELATIONSHIP	VII-2
12	PERMITS	VII-2

13	TRADEMARKS, COPYRIGHTS, PATENTS	VII-2
14	INSPECTION AND ACCEPTANCE	VII-3
15	SHIPMENT	VII-3
16	PACKING	VII-3
17	MARKING	VII-3
18	VARIATION IN QUANTITY	VII-3
19	TITLE	VII-3
20	COMPLIANCE WITH LAWS, REGULATIONS, AND CODES	VII-4
21	TERMINATION FOR DEFAULT	VII-4
22	TERMINATION FOR CONVENIENCE	VII-4
23	BANKRUPTCY	VII-4
24	REMEDIES	VII-4
25	ASSIGNMENT	VII-4
26	WAIVER OF BREACH AND SEVERABILITY	VII-4
27	DISPUTES AND GOVERNING LAW	VII-5
28	INDEMNITY	VII-5
29	INSURANCE	VII-5
30	FEDERAL, STATE, AND LOCAL TAXES	VII-5
31	ENTIRE AGREEMENT	VII-5
32	BILLING INSTRUCTIONS	VII-5
33	ELECTRONIC TRANSFER OF FUNDS	VII-6
34	CONTRACTOR SUBMISSION OF W-9 REQUIRED PRIOR TO CONTRACT AWARD	VII-6
35	F.O.B. DESTINATION	VII-6
36	CORRESPONDENCE PROCEDURES	VII-7
37	GENERAL CIVIL RIGHTS PROVISIONS	VII-7
38	TITLE VI CLAUSES FOR COMPLIANCE WITH NONDISCRIMINATION REQUIREMENTS	VII-7
39	TITLE VI LIST OF PERTINENT NONDISCRIMINATION AUTHORITIES	VII-8

<u>SECTION VIII - POLICIES ON EQUAL OPPORTUNITY, MINORITY AND WOMEN BUSINESS ENTERPRISE (MBE/WBE) PARTICIPATION, AND EMPLOYMENT OF VETERANS</u>		VIII-1
01	EQUAL OPPORTUNITY	VIII-1
02	MBE/WBE PARTICIPATION	VIII-1
03	TECHNICAL ASSISTANCE	VIII-1
04	MONITORING OF MBE/WBE PARTICIPATION	VIII-1
05	EMPLOYMENT OF VETERANS	VIII-1
<u>SECTION IX - LOCAL DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION REQUIREMENTS</u>		IX-1
01	LDBE PARTICIPATION	IX-1
02	MONITORING OF LDBE PARTICIPATION	IX-1
<u>SECTION X - ATTACHMENTS</u>		X-1
01	SPECIFICATIONS	
02	EXCEPTIONS TO SPECIFICATIONS	

Metropolitan Washington Airports Authority
PRICE SCHEDULE

NAME OF OFFEROR OR CONTRACTOR	SOLICITATION OR CONTRACT NUMBER	PAGE
	REQ-19-12795	III-1 of 1

ITEM NO.	SUPPLIES/SERVICES	QTY	UNIT	UNIT PRICE	AMOUNT
SCOPE OF WORK: The Contractor shall provide a one ton, 4 wheel drive Ford F-350 Super Duty Crew cab/Chassis cab with utility body, and, a one ton, 4 wheel drive Ford F-350 Super Duty extended cab/Chassis cab with utility body, in accordance with the Specifications included at Attachment 01.					
01	Ford F-350 Super Duty one ton crew cab pick up truck	1	EA	\$ _____	\$ _____
02	Ford F-350 Super Duty one ton extended cab pickup truck Price for each vehicle is to include all costs associated with delivery to the Dulles Airport warehouse at 44701 Propeller Court, Dulles, VA 20166 (including temporary tags). Total Base Price Items 01 and 02	1	EA	\$ _____	\$ _____ \$ _____

Note to contractors: The following information is required and shall be included as part of your quotation:

A. A copy of the warranty, point of contact for warranty and start date for warranty coverage, if different than requested in Provision VII-10.

Company: _____

Point of Contact: _____ Title: _____

B. **Delivery is required** _____ **ARO.** A firm delivery date must be written in the space provided below. Please specify the earliest delivery date and provide the following information.

Item 01:

Delivery Date: _____ Color: _____ Year: _____ Make: _____ Model: _____

Item 02:

Delivery Date: _____ Color: _____ Year: _____ Make: _____ Model: _____

C. **FLEET DISCOUNT**

Pricing quotation must reflect the maximum fleet discount allowable for each vehicle or manufacturers rebate whichever is greater.

The discount for each vehicle is as follows:

Item 01: _____ **Item 02:** _____

Your signature is required for certification on this pricing schedule.

Name: _____ Title: _____

Company: _____

BASIS OF AWARD: Award will be made to the lowest, responsible Offeror whose quotation is in conformance with the solicitation.

SECTION IV - REPRESENTATIONS AND CERTIFICATIONS

01 PARENT COMPANY AND IDENTIFYING DATA

A. A "parent" company, for the purpose of this provision, is one that owns or controls the activities and basic business policies of the quoter. To own the quoter's company means that the parent company must own at least 51% of the voting rights in that company. A company may control an quoter as a parent company even though not meeting the requirement for such ownership if the parent company is able to formulate, determine, or veto basic policy decisions of the quoter through the use of dominant minority voting rights, use of proxy voting, or otherwise.

B. The quoter [] is, [] is not (check applicable box) owned or controlled by a parent company.

C. If the quoter checked "is" in paragraph B. above, it shall provide the following information:

Name and Main Office Address of
Parent Company (include zip code)

Parent Company's Employer's
Identification Number

D. If the quoter checked "is not" in paragraph B. above, it shall insert its own Employer's Identification Number on the following line:

_____.

E. The quoter (or its parent company) [] is, [] is not (check applicable box) a publicly traded company.

F. The quoter shall insert the name(s) of its principal(s) on the following line:

_____.

02 TYPE OF BUSINESS ORGANIZATION

The quoter, by checking the applicable box, represents that:

A. It operates as [] a corporation incorporated under the laws of the State of _____, [] an individual, [] a partnership, [] a nonprofit organization, or [] a joint venture.

B. If the quoter is a foreign entity, it operates as [] an individual, [] a partnership, [] a nonprofit organization, [] a joint venture, or [] a corporation, registered for business in _____ (country).

03 AUTHORIZED NEGOTIATORS

The quoter represents that the following persons are authorized to negotiate on its behalf with the Authority in connection with this request for quotations:

04 LOCAL DISADVANTAGED BUSINESS ENTERPRISE REPRESENTATION

- A. Representation The offeror represents and certifies as part of its offer that it [] is, [] is not a local disadvantaged business enterprise as defined below. If the offeror is a local disadvantaged business enterprise, it further represents and certifies that there have been no material changes in the information provided with the most recent application for certification, and that the offeror and its affiliates continue to meet the Airports Authority's criteria for being a local disadvantaged business enterprise.
- B. Definitions "**Local Disadvantaged Business Enterprise**" (**LDBE**) is defined as a disadvantaged business concern which is organized for profit and which is located within a 100-mile radius of Washington, DC's zero mile marker. Those business entities located within counties that fall partially within the aforementioned boundary would also be eligible to participate in the Authority's LDBE Program. "**Located**" means that, as of the date of the contract solicitation, a business entity has an established office or place of business within a city, county, town, or political jurisdiction within the 100-mile radius referenced above. Evidence of whether a business is "**located**" within the region includes, but is not limited to: an address that is not a Post Office Box; employees at that address; business license; payment of taxes; previous performance of work similar to work to be performed under contract, or related work; and other indicia. A "**disadvantaged business**" is defined as a firm which is not dominant in its field, and which meets the Authority's disadvantaged business size standard(s) for this solicitation.
- C. Certification Proposed LDBEs must apply to the Authority's Department of Supplier Diversity for certification. For further instruction, see **Section IX on Local Disadvantaged Business Enterprise Participation (LDBE)** in this Solicitation.

05 MINORITY BUSINESS ENTERPRISE REPRESENTATION

- A. Representation. The offeror represents that it [] is, [] is not a Minority Business Enterprise.
- B. Definition. A **Minority Business Enterprise** is:
1. A firm of any size which is at least **51%** owned by one or more minority persons or, in the case of a publicly-owned corporation, at least **51%** of all stock must be owned by one or more minority persons; and whose management and daily business operations are controlled by such persons. A person is considered to be a minority if he or she is a citizen of lawful resident of the United States and is:
 - a. Black (a person having origins in any of the black racial groups in Africa);
 - b. Hispanic (a person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race);
 - c. Portuguese (a person of Portugal, Brazilian, or other Portuguese culture or origin, regardless of race);
 - d. Asian American (a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands); or
 - e. American Indian and Alaskan Native (a person having origins in any of the original peoples of North America.)

- C. Certification. As verification of this representation, the offeror is encouraged to attach a copy of a current MBE/WBE certification from any agency to be used for the Authority's monitoring of MBE/WBE participation in its program.

06 WOMEN BUSINESS ENTERPRISE REPRESENTATION

- A. Representation. The offeror represents that it [] is, [] is not a Women Business Enterprise.

- B. Definitions. A **Women Business Enterprise** is:

1. A firm of any size which is at least **51%** owned by one or more women or, in the case of a publicly-owned corporation, at least **51%** of stock must be owned by one or more such women; and
2. Whose management and daily business operations are controlled by such persons.

- C. Certification. As verification of this representation, the offeror is encouraged to attach a copy of a current MBE/WBE certification from any agency to be used for the Authority's monitoring of MBE/WBE participation in its program.

07 CONTRACTOR IDENTIFICATION

Each offeror is requested to fill in the appropriate information set forth below:

DUNS Identification Number _____ (this number is assigned by Dun and Bradstreet, Inc., and is contained in that company's Data Universal Numbering System (DUNS). If the number is not known, it can be obtained from the local Dun & Bradstreet office. If no number has been assigned by Dun & Bradstreet, insert the word "none."

08 CERTIFICATE OF INDEPENDENT PRICE DETERMINATION

- A. The offeror certifies that --

1. The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to (a) those prices, (b) the intention to submit a offer, or (c) the methods or factors used to calculate the prices offered;
2. The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and
3. No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

- B. Each signature of the offeror is considered to be a certification by the signatory that the signatory:

1. Is the person in the offeror's organization responsible for determining the prices being offered in its offer, and that the signatory has not participated and will not participate in any action contrary to subparagraphs A.1. through A.3. above; or

- 2. a. Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs A.1. through A.3. above

(Insert full name of person(s) in the offeror's organization responsible for determining the prices offered in this offer or proposal, and the title of his or her position in the offeror's organization);

- b. As an authorized agent, does certify that the principals named in subdivision B.2.a. above have not participated, and will not participate, in any action contrary to subparagraphs A.1. through A.3. above.
- c. As an agent, has not personally participated, and will not participate, in any action contrary to subparagraphs A.1. through A.3. above.

C. If the offeror deletes or modifies subparagraph A.2. above, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

09 SUBCONTRACTORS

The offeror represents that it intends to utilize the below listed subcontractor(s) if it is awarded a contract as a result of this solicitation.

<u>NAME OF SUBCONTRACTOR</u>	<u>SUBCONTRACTOR ADDRESS</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Once contract award has been made, the prime contractor shall not deviate from use of the above subcontractor(s) without prior submission and Contracting Officer approval of revised LDBE Exhibits, as applicable.

10 CERTIFICATION OF COMPLIANCE WITH EMPLOYMENT ELIGIBILITY VERIFICATION, FORM I-9

The offeror certifies that it [] has [] has not read and [] is [] is not in compliance with the Immigration Reform and Control Act of 1986, Pub. L. 99-603 (8 U.S.C. 1324a) and the regulations issued there under. The offeror also certifies that its subcontractors are in compliance with the Immigration Reform and Control Act of 1986, Pub. L. 99-603 (8 U.S.C. 1324a) and the regulations issued there under.

11 CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

- A. 1. The Offeror certifies, to the best of its knowledge and belief, that -
 - a. The Offeror and/or any of its Principals -
 - (1) Have [] have not [] been debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal, state, or local agency within the three (3) year period preceding this offer;

- (2) Have [] have not [] had contractor or business license revoked within the three (3) year period preceding this offer;
 - (3) Have [] have not [] been declared non responsible by any public agency within the three (3) year period preceding this offer;
 - (4) Have [] have not [], within the three (3) year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or sub-contract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; violation of labor, employment, health, safety or environmental laws or regulations;
 - (5) Have [] have not [], within the three (3) year period preceding this offer, been indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in subparagraph A.1.a.(4). of this provision; and
 - (6) All performance evaluations within the three (3) year period preceding this offer have [] have not [] received a rating of satisfactory or better. If not, please provide a copy of the evaluation with detailed explanation.
- b. The Offeror has [] has not [] within the three (3) year period preceding this offer, had one or more contracts terminated for default by any Federal, state or local agency.
2. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).
- B. The Offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- C. A certification that any of the items in paragraph A. of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Offeror nonresponsible.
- D. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph A. of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- E. The certification in paragraph A. of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered

an erroneous certification, the Contracting Officer may terminate the contract resulting from this solicitation for default.

SECTION V - SOLICITATION PROVISIONS**01 AWARD OF PURCHASE ORDER**

- A. The Authority anticipates award of a Purchase Order resulting from this Request for Quotations (RFQ) to the responsible quoter, whose quotation conforming to the RFQ, will be most advantageous to the Authority, cost or price and other factors, specified elsewhere in this RFQ, considered.
- B. The Authority may (1) request "best and final quotes," (2) reject any or all quotations if such action is in its best interest, (3) cancel or accept any single line item quote, (4) adjust line item quantity(s), (5) accept other than the lowest quotation, and (6) waive informalities and minor irregularities in quotation received.
- C. The Authority may award a Purchase Order on the basis of initial quotations received, without discussions. Therefore, each initial quotation should contain the Quoter's best terms from a cost or price and technical standpoint.
- D. In evaluation and consideration of the RFQ, the Authority, when deemed in its best interest, reserves the right to make multiple and/or split awards, adjust the quantity required per line item or cancel any line item or quantity thereto.
- E. Delivery (or otherwise performance) by the successful quoter shall result in a binding Purchase Order without further action by either party. Before any specified expiration date, the Authority may make award on a quotation whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award. Negotiations conducted after receipt of a quotation do not constitute a rejection or counter offer by the Authority.
- F. This RFQ and related responses of the successful quoter will by reference become part of any formal agreement between the successful quoter and the Authority.
- G. Quoters, their authorized representatives, and their agents are responsible for obtaining, and will be deemed to have, full knowledge of the conditions, requirements, and specifications stated in this RFQ at the time a quotation is submitted to the Authority.

02 TAXES

The Authority is exempt from Virginia state and local sales and use taxes and from many Federal taxes. In addition, as a political subdivision of the Commonwealth of Virginia, the Authority may also be exempt from other state and local sales and use taxes.

The Authority shall furnish additional evidence to establish Exemption from any Federal, state, or local tax on the Quoter's request of such evidence and a reasonable basis exists to sustain such exemption.

The Quoter remains solely responsible for payment of all other applicable Federal, state, and local taxes, whether now in force or hereafter enacted prior to Final Acceptance.

03 PROMPT PAYMENT DISCOUNTS

Prompt payment discounts may be quoted, however, the Authority will evaluate the price of the quotation without the Quoter's prompt payment discount.

04 ACKNOWLEDGMENT OF AMENDMENTS

Offerors shall acknowledge receipt of any amendment to this solicitation (a) by signing and returning the amendment; (b) by identifying the amendment number and date in the space provided for this purpose on the Request for Quotations form; or (c) by letter or facsimile. The Authority must receive the acknowledgment by the time specified for receipt of quotations.

05 SUBMISSION OF QUOTATIONS

A. Quotations and modifications thereof shall be submitted in sealed envelopes or packages showing the name and address of the offeror, the RFQ number, and the time specified for receipt. Envelopes or packages should be addressed and delivered to the following location:

1. U.S. Mail

The following address is only for items sent through the U.S. Postal Service:

Metropolitan Washington Airports Authority
Washington Dulles International Airport
Procurement and Contracts, MA-29-IAD
P.O. Box 17045
Washington, DC 20041

2. Hand Delivery and Express Couriers

The following physical address is for hand deliveries and express courier deliveries, to include FedEx and UPS:

Metropolitan Washington Airports Authority
Washington Dulles International Airport
Procurement and Contracts, MA-29-IAD
45025 Aviation Drive, Suite 240
Dulles, VA 20166

3. Facsimile Transmission

Facsimile transmissions (faxes) will be accepted for this solicitation. Quotations may also be modified by written or facsimile notice if received by the time specified for receipt of quotations. The Metropolitan Washington Airports Authority does not guarantee compatibility and availability of the sending and receiving machines, nor will we be responsible for incomplete or illegible transmissions.

Metropolitan Washington Airports Authority, Procurement and Contracts, MA-29-IAD
FAX # 703-572-0186

4. E-Mail Submission

Responses to this solicitation can be emailed to the Purchasing Agent at:
William.Boyd@mwa.com

B. Quotations which are submitted via facsimile or any other form of electronic transmission will not be considered unless authorized by this RFQ. Quotations may, however, be modified by written or facsimile notice, if that notice is received by the time specified for receipt of quotation.

- C. Quotations, modifications thereof, and all documentation submitted in support of the offer, including but not limited to, written narrative, enclosures, submittal, examples of past work, financial statements, and videos will become the property of the Authority and will not be returned.

06 LATE SUBMISSION, MODIFICATIONS, AND WITHDRAWALS OF QUOTATIONS

- A. Any quotation received at the office designated in the RFQ after the exact time specified for receipt will not be considered unless it is received before award is made and:
1. Was sent by registered or certified mail not later than the fifth calendar day before the date specified for receipt of quotations (e.g., an offer submitted in response to a solicitation requiring receipt of offers by the 20th of the month must have been mailed by the 15th); or
 2. Was sent by overnight express delivery service (i.e. FedEx, UPS, U.S. Postal Service Express Mail, or other similar guaranteed delivery service) in time to have arrived prior to the date and time specified for receipt of quotations.
 3. Was sent by mail or by overnight express delivery service (or was electronically transmitted via fax or e-mail if authorized), and it is determined that the late receipt was due solely to mishandling by the Authority after receipt at the Authority's offices.
 4. Is in the Authority's best interest to accept the quotation.
- B. Any modification or withdrawal of a quotation is subject to the same conditions as in paragraph A.1. through 4. above.
- C. The only acceptable evidence to establish the date of mailing of a late quotation, modification, or withdrawal sent either by registered or certified mail is the U.S. or Canadian Postal Service postmark on the wrapper or on the original receipt from the U.S. or Canadian Postal Service. If neither postmark shows a legible date, the quotation, modification, or withdrawal shall be processed as if mailed late. "Postmark" means a printed, stamped, or otherwise placed impression (exclusive of a postage meter machine impression) that is readily identifiable without further action as having been supplied and affixed by employees of the U.S. or Canadian Postal Service on the date of mailing. Therefore, quoters should request the postal clerks to place a hand cancellation bull's-eye postmark on both the receipt and the envelope or wrapper.
- D. The only acceptable evidence to establish the time of receipt at the Authority's offices is the time/date stamp of that office on the quote wrapper or other documentary evidence of receipt maintained by the Authority.
- E. The only acceptable evidence to establish the date of mailing of a late quotation, modification, or withdrawal sent by U.S. Postal Service Express Mail Next Day Service-Post Office to Addressee is the date entered by the post office receiving clerk on the "Express Mail Next Day Service-Post Office to Addressee" label and the postmark on the envelope or wrapper and on the original receipt from the U.S. Postal Service.
- F. Notwithstanding paragraph A. above, a late modification of an otherwise successful quotation that makes its terms more favorable to the Authority will be considered at any time it is received and may be accepted.

- G. Quotations may be withdrawn in person by a quoter or its authorized representative if, before the exact time set for receipt of quotations, the identity of the person requesting withdrawal is established and that person signs a receipt for the quotation.

07 MINIMUM QUOTATION ACCEPTANCE PERIOD

- A. "Acceptance period," as used in this provision, means the number of calendar days available to the Authority for awarding a purchase order from the date specified in this solicitation for receipt of quotations.
- B. The Authority requires a minimum acceptance period of 60 calendar days from the receipt of quotations.

08 DELIVERY

Delivery is desired on or before 180 days ARO. All items shall be delivered to the following address:

Metropolitan Washington Airports Authority
Washington Dulles International Airport
Warehouse Building, 44701 Propeller Court
Dulles, VA 20166
Attn: Oscar Gamero (703) 572-2932

09 BRAND NAME OR APPROVED EQUAL

Unless otherwise provided in the solicitation, or unless the name is followed by words indicating that no substitution is permitted, the reference to a certain brand name, make, model number, or manufacturer does not restrict the quotation to the specific brand, make, model number or manufacturer identified. The specific references to a brand is not intended to exclude other products but to convey the salient characteristics of function, performance, design requirements and quality of the item described. Comparable products of other manufacturers will be considered if proof of comparability is contained in or accompanies the quotation. Any item which the Authority, at its sole discretion, determines to be equal to that which is specified, considering quality, workmanship, economy of operation, and suitability for the process intended, will be accepted. **The award will be made to the lowest acceptable quotation, on an item that the Authority considers to be equal to the brand described within the specifications.**

10 AUTHORITY APPROVED EQUAL

Quoters are advised that these specifications, although generally reflecting the characteristics, attributes, and construction features required, are set forth for illustrative purposes only. Quotations are invited for vehicles/equipment having generally the same characteristics of those specified. In submitting quotations, quoters **must furnish specifications, brochures, and other relevant data** as required in the attached specifications so that the Authority may fairly determine what is in its best interest. The Authority, in its analysis, will consider relative costs, equivalency of features, serviceability, the design of the vehicle/item quoted, and other pertinent data.

11 EXCEPTIONS TO SPECIFICATIONS

All elements of the specifications identified by asterisk (*) are considered critical and exceptions to these specifications are not allowed. Quotations having exceptions to such critical elements shall be deemed non-conforming to the RFQ. Any and all exceptions to Specifications shall be listed on the

"Exceptions To Specifications" Form included herein at Section X, Attachment 03. Use plain white paper if additional space is required.

12 ITEMIZED LIST

Quoter's response to this RFQ shall include an itemized list clearly detailing all features and options included on the unit quoted in your response to this RFQ. This list shall include all items required by this RFQ to ensure that the Authority can clearly determine conformance of the quotation to requirements. **Failure to complete and include this list shall result in your quotation being ruled non-conforming with the RFQ.**

The Quoter is required to complete the price schedule. Pricing is required for both the two year base period and option year schedules. The prices quoted by the Quoter shall be firm fixed prices for the duration of this contract. Failure to price each line item of each contract period shall render the quote non-responsive and ineligible for award.

If the Quoter is offering a substitute item other than the brand and manufacturer's item number specified on the price schedule, they must complete Attachment 3 identifying the offered manufacturer and manufacturer's item number, cross referencing the MWAA requested item number.

13 DOCUMENTS REQUIRED IN RESPONSE TO THIS REQUEST FOR QUOTATIONS

Deadline for Questions. The deadline for questions is June 17, 2019 by 3:00 P.M., Eastern Standard Time. Questions received after that date and time will not be accepted. Questions may be emailed to the following address: William.Boyd@MWAA.COM. Questions will not be accepted telephonically.

Deadline for Quotes. The deadline for quotes is June 28, 2019 by 3:00 P.M., Eastern Standard Time. Quotes must be physically received by the due date.

Proposals shall be submitted in three (3) parts, each in a separate sealed envelope labeled with the Offeror's name and address, the solicitation number and the envelope name as follows:

Envelope 1: Representation Package

Quoters shall include in their quotation submission all documents required by this solicitation including, but not limited to, the following:

- A. Request for Quotations form
- B. Representations and Certifications (Section IV)
- C. LDDB Certification Exhibits as applicable:
 - Exhibit A, Voluntary Efforts to Obtain MBE/WBE Participation
- D. Exceptions to Specifications Form (Section X, Attachment 02).
- E. Detailed itemized list identifying all equipment items, features, and options actually included as part of the specific unit being quoted to the Authority.
- F. Other applicable documents addressing areas not listed above, but are required by the request for quotations and/or Specifications.

Envelope 2: Price Quote

Submit an **original** and **one** (1) copy of the following documents in the **Price Quote** envelope:

- A. Price Schedule, Section III
- B. Exhibit D, Contract Participation Form

Prices quoted shall include all costs associated with shipping F.O.B. Destination and all other shipping charges. Quotes received with other than F.O.B. Destination prices shall be deemed non-responsive and ineligible for award.

Quotes that do not include all requested information as required in this RFQ, that do not conform to these instructions and that do not acknowledge all amendments to the RFQ in accordance with the amendment's instructions, may be deemed nonconforming by the Authority and rejected without evaluation.

If the lowest Quoter offers items other than those specified in the price schedule, the Quoter will be required to submit samples of their substitute items to the Airport Authority for determination of suitability. Suitability shall be the determination that the substitute item meets in all material respects the characteristics of the item specified by the Airport Authority. If the lowest Quoter is unable to meet the suitability standards, their quote will be determined to be non-responsive and ineligible for award.

Envelope 3: Product Information

Specification sheet of each item in the price schedule shall be provided in the Product Information envelope.

14 WORKING HOURS

A. Normal working hours for Authority employees are Monday through Friday, 7:30 A.M. to 4:00 P.M., except for Federal Holidays. Overtime working hours are Monday through Friday, Saturdays, Sundays, and Federal Holidays, 4:00 P.M. to 7:30 A.M. The ten Federal Holidays observed at the Authority are:

New Year's Day	Labor Day
Martin Luther King, Jr.'s Birthday	Columbus Day
President's Day	Veterans' Day
Memorial Day	Thanksgiving
Independence Day	Christmas

B. When one of the above designated holidays falls on a Sunday, the following Monday will be observed as a legal holiday. When a legal holiday falls on a Saturday, the preceding Friday is observed as a holiday.

15 TITLE VI SOLICITATION NOTICE

The Metropolitan Washington Airports Authority, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all offerors that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

SECTION VI - SPECIAL PROVISIONS

01 PURCHASING AGENT

The Purchasing Agent for this contract is: William Boyd, at telephone number (703) 572-2927 at Washington Dulles International Airport, P.O. Box 17045, Washington, DC 20041.

Any requests for interpretation or modification of this contract shall be directed to the Purchasing Agent. Only the Purchasing Agent has authority to modify the contract in order to make changes to the specifications, scope of work, terms and conditions, pricing or other contractual terms of this contract.

02 CONTRACTOR INSPECTION REQUIREMENTS

The Contractor is responsible for performing or having performed all inspections and tests necessary to substantiate that the supplies or services furnished under this contract conform to contract requirements, including any applicable technical requirements for specified manufacturers parts. This provision takes precedence over any Authority inspection and testing required in the contract's specifications, except for specialized inspections or tests specified to be performed solely by the Authority.

03 PAYMENT

[see also Section VII, item 8, Payment]

Payment terms shall be NET 30. Payment shall only be made for goods and services (as applicable) actually received and accepted by MWAA. The Contractor will submit an invoice on a monthly basis for services completed during the previous month. The Airports Authority will incur no obligation for out of scope work that is not authorized in advance, in writing, by the COTR. These monthly invoices will be itemized to provide a breakdown of cost for all services. The Contractor will invoice MWAA for Base Services at the end of each calendar month in which the work was performed in accordance with the Cost Schedule, and will be paid for actual services performed.

MWAA reserves the right to withhold a portion of the monthly payment to the extent the Contractor has not fulfilled the requirements of the Statement of Work for the month in which the services were performed.

04 NOTICE TO PROCEED

Notice to proceed shall be considered to have occurred upon the date of award of the purchase order.

05 ORDERING

Ordering shall be expected to have occurred on the date of award of the purchase order.

06 TEMPORARY TAGS

30-Day Temporary Tags shall be furnished with delivery.

07 CERTIFICATE OF ORIGIN/ODOMETER STATEMENT

As a condition of award, the successful quoter hereby agrees to provide all papers required for the assignment of the title with the vehicle. **Any vehicle and/or equipment delivered without the certificate of origin or with an incomplete certificate of origin may be refused, no exceptions.**

The Commonwealth of Virginia, Department of Motor Vehicles (DMV) requires that the “Odometer Disclosure for Retail Sale” Statement be completed by the Seller for all request for title and tags. Accordingly, the Authority hereby requires that the odometer disclosure statement be printed on the reverse side of the certificate of origin.

The original certificate(s) of origin, provided with delivery of the vehicle(s), shall be made out to:

Metropolitan Washington Airports Authority
Washington Dulles International Airport, MA-225
Washington, DC 20001

08 FLEET ACCOUNT NUMBERS

Metropolitan Washington Airports Authority Fleet Account Numbers are as follows:

General Motors Corporation - #141604

Ford Motor Company - #QC181

Chrysler - #38432

09 WARRANTY AND GUARANTEE

- A. Seller expressly represents and warrants that all goods and services purchased pursuant to this Order shall conform to Buyer’s specifications as set forth in this Order and to the drawings, samples, or other descriptions furnished or adopted by Buyer. Seller represents and guarantees all material and equipment furnished by Seller will be of first quality and made of new materials and components unless otherwise specified, and that Seller’s work will be performed in a skillful and workmanlike manner. Seller further warrants that all goods delivered shall be free of liens, encumbrances or other title defects.
- B. Seller shall provide warranties that meet or exceed the following minimum guidelines:
 - 1. 36 month/36,000 mile Bumper-to-Bumper Warranty
 - 2. 60 month/60,000 mile Powertrain Warranty
 - 3. 10 Year Emissions Warranty

Failure to provide the minimum acceptable warranties may result in your quotation being deemed non-conforming in accordance with the solicitation.

- C. Based on written notification from Buyer, Seller agrees to repair, replace or re-perform all defective or nonconforming items or work and such repair, replacement, or re-performance will be made free of charge. Replacement goods shall be sent F.O.B. Buyer’s delivery point as designated on the face of this Order. Obligations and liabilities of Seller hereunder shall inure to the benefit of Buyer.
- D. Seller is responsible for conformance to specifications, performance, and guarantees of auxiliary apparatus, equipment, and components furnished by Seller through sub-vendors as part of this Order.

SECTION VII - PURCHASE ORDER GENERAL TERMS AND CONDITIONS

NOTICE: The following General Terms and Conditions apply to any Purchase Order(s) resulting from this Request for Quotations.

01 DEFINITIONS

“Buyers” means the Metropolitan Washington Airport Authority and includes its designated representatives, successors and assignees. “Seller” means the person, firm, corporation or other business entity indicated on the face of this Order.

02 CONTRACT

This Purchase Order and all its Terms and Conditions will become a binding Contact between Seller and Buyer if Seller within 30 days, either signs and returns an acceptance copy of this Purchase Order or delivers to the Buyer the goods or services requested by the Purchase Order.

03 ACCEPTANCE

Seller’s acceptance of this Order is limited to the Terms and Conditions herein and on the face of this Order. The Buyer’s acceptance of contract terms conflicting with or addition to these terms herein is expressly conditioned upon the Buyer’s written assent.

04 INCONSISTENT TERMS

If there is any inconsistency between the Seller’s terms and conditions and (i) the face of this Order, (ii) any supplemental documents, or (iii) Buyer’s general conditions for purchases of goods or services, (i) takes precedence over (ii), and (i) and (ii) take precedence over (iii).

05 CHANGES

Buyer may make changes within the general scope of this Order, but no additional cost not authorized in writing by Buyer will be allowed. Seller shall notify Buyer within five days after receipt of a notice of change if the change will affect the delivery schedule or price.

06 EXTRAS

No additional charges or extras not set out in this Purchase Order will be allowed or paid. This includes, without limitation, freight, packing, marking, handling, expediting, insurance and storage.

07 PRICE

All prices are for goods delivered F.O.B. Buyer’s delivery point unless otherwise designated on the face of this Order, freight prepaid and represent the entire cost to Buyer, unless specifically stated otherwise. This means that they include, without limitation all charges for engineering, labor, overhead, and similar items.

08 PAYMENT

Invoices shall contain the following information: Purchase Order number, item number, description of goods or services, quantities, unit prices, and extended totals. If invoices are returned to Seller because of errors or omissions, discount terms will then date from the date of receipt by Buyer of corrected invoices. Payment under this Order shall not constitute acceptance of defective items. Payment of any sum to Seller or Buyer

with knowledge of any breach shall not be deemed to be a waiver of such breach or any other breach. The obligation of Seller in this Purchase Order shall survive acceptance of goods and payment therefor by Buyer.

09 TIME OF THE ESSENCE; DELAY

Time is of the essence. All goods shall be furnished and services rendered by the time or times specified in this Order, *provided* that Seller shall not be in breach if any delay is authorized in writing by Buyer or due to an act of omission of Buyer, fire, unusual transportation delay, strikes or other labor troubles beyond Seller's control, or other causes beyond Seller's control. Seller shall give Buyer immediate notice to be confirmed in writing within five days of any such delay.

10 WARRANTY AND GUARANTEE

- A. Seller expressly represents and warrants that all goods and services purchased pursuant to this Order shall conform to Buyer's specifications as set forth in this Order and to the drawings, samples, or other descriptions furnished or adopted by Buyer. Seller represents and guarantees all material and equipment furnished by Seller will be of first quality and made of new materials and components unless otherwise specified, and that Seller's work will be performed in a skillful and workmanlike manner. Seller further warrants that all goods delivered shall be free of liens, encumbrances or other title defects.
- B. Except as explicitly changed on the face of the Order, Seller guarantees all materials and workmanship for a period of one (1) year from date on first operations or first use, but not to exceed eighteen (18) months from date of receipt; normal wear and tear and corrosion excepted. Seller will extend to Buyer, or its designee, all applicable warranties extended to Seller by its suppliers.
- C. Based on written notification from Buyer, Seller agrees to repair, replace or reperform all defective or nonconforming items or work and such repair, replacement, or reperformance will be made free of charge. Replacement goods shall be sent F.O.B. Buyer's delivery point as designated on the face of this Order. Obligations and liabilities of Seller hereunder shall inure to the benefit of Buyer.
- D. Seller is responsible for conformance to specifications, performance, and guarantees of auxiliary apparatus, equipment, and components furnished by Seller through subvendors as part of this Order.

11 INDEPENDENT CONTRACTOR RELATIONSHIP

Seller shall act as and be deemed to be an independent contractor for purposes of this Order and shall not act as or be deemed to be an agent or employee of the Buyer. This Order is not intended to be one of hiring under the provisions of any workers' compensation or other law and shall not be so construed.

12 PERMITS

Seller will procure, at its own expense, all permits and licenses necessary for performance of this Order.

13 TRADEMARKS, COPYRIGHTS, PATENTS

Seller shall respect all trademark, copyright and patent rights of Buyer and shall not make, use or sell material reflecting such rights for any purpose other than fulfillment of this Order without the express permission of Buyer. Seller shall not sell or distribute or cause to be sold or distributed to anyone other than Buyer, either directly or indirectly, any goods ordered hereby which display or incorporate any of Buyer's trademarks, copyrighted material or patents.

14 INSPECTION AND ACCEPTANCE

Inspection and acceptance will be at destination, unless otherwise provided. Inspection and acceptance or rejection will occur within thirty days after delivery at destination. Until delivery and acceptance, or after rejection, risk of loss will be the responsibility of the Seller unless loss results from negligence of Buyer. Payment before inspection of goods or services shall not constitute acceptance. Buyer may, but need not, inspect the goods or services covered by this Order at all reasonable times and places during their manufacture and before and after delivery. Notwithstanding the requirements for any Buyer inspection and test contained in specifications applicable to this Order, the Seller shall perform or have performed the inspections and tests required to substantiate that the supplies and services provided under the Order conform to the drawings, specifications, and Order requirements listed herein, including, if applicable, the technical requirements for manufacturers' part numbers specified herein. Anything not in accordance with specifications may, at Buyer's option, either be returned or held for Seller's instructions. Inspection, reshipment and return costs incurred with respect to nonconforming or defective goods will be borne by Seller. Unless Buyer directs, Seller shall not replace returned goods.

15 SHIPMENT

Seller will deliver the material and equipment described herein in a condition acceptable to the Buyer, properly packaged for protection of shipment at the F.O.B. point (according to normal business practices) as designated on the face of this Order. Shipment to be at no additional cost to Buyer, unless otherwise specified herein. All Orders shall be shipped complete, as ordered. If only a portion of the Order is available for shipment to meet the required shipment date, Seller shall advise Buyer of the partial availability and ship the available equipment unless directed by the Buyer to reschedule the entire shipment.

16 PACKING

Seller shall package all shipments hereunder in accordance with the requirements specified in the Order or, if such are not specified, in accordance with standard commercial practices. Each shipment must contain a packing list indicating Purchase Order number, item numbers and other identifying information corresponding to that set out on the face of this Order.

17 MARKING

Prior to shipment, each package shall be clearly marked with Buyer's Purchase Order number, shipping symbols, serial numbers, weights, measurements, and other identification as may be directed by Buyer or reasonably necessary to facilitate prompt delivery.

18 VARIATION IN QUANTITY

No variation in the quantity of any item called for by this Order will be accepted unless such variation has been caused by conditions of loading, shipping, or packing, or allowances in manufacturing process, and then only if the variation does not exceed five percent. Payment shall be adjusted accordingly.

19 TITLE

- A. Title to all material purchased or otherwise acquired hereunder by the Seller to effect performance under this Order will vest in the Buyer upon acceptance of such materials by Buyer.
- B. All drawings, data, designs, specifications or other work developed under this Order and other information furnished to or generated by the Seller, will remain or become the property of Buyer and will be delivered to Buyer during performance of the work if requested by Buyer or upon completion or

termination of this Order. Seller shall use its best efforts to prevent disclosure of such data to third parties without the knowledge and consent of Buyer.

20 COMPLIANCE WITH LAWS, REGULATIONS, AND CODES

Seller warrants that all goods furnished hereunder will comply with, and be manufactured, priced, sold and labeled in compliance with applicable federal, state and local laws, codes, rules, regulations, orders and ordinances, including without limitation, environmental protection, energy and labor laws and regulations and applicable industry codes and standards.

21 TERMINATION FOR DEFAULT

The Buyer, by written notice, may terminate this Order in whole or in part, for failure of the Seller to perform any of the provisions hereof. Termination shall be effective upon Seller's receipt of notice from Buyer. In such event, the Seller shall be liable for damages suffered by the Buyer due to the Seller's fault or negligence. Buyer shall have no further liability hereunder, except for conforming deliveries previously made.

22 TERMINATION FOR CONVENIENCE

The Buyer, by written notice, may terminate this Order, in whole or in part, when it is in the best interest of the Buyer. The Seller shall be compensated in accordance with the payment provisions of this Order for (i) services rendered or goods delivered prior to the effective date of termination; (ii) all actual costs incurred by Seller in connection with goods not completed or delivered to Buyer (except that there shall be no allowance for such goods that are Seller's standard stock); and (iii) a reasonable termination fee intended to compensate Seller for unrecoverable costs incurred, *provided* that the total of such amounts shall not exceed the total price stated in this Order.

23 BANKRUPTCY

Subject to applicable bankruptcy laws, in the event of any proceeding by or against Seller in bankruptcy, reorganization or insolvency or for the appointment of a receiver or any assignment for the benefit of creditors, Buyer may terminate this Order without further liability except for conforming deliveries previously made.

24 REMEDIES

The remedies of Buyer set forth herein are cumulative and in addition to any other remedies provided at law or in equity.

25 ASSIGNMENT

This Order may not be assigned or subcontracted, in whole or in part, nor may any assignment of any money due or to become due hereunder be made by Seller without, in each case, the prior written consent of Buyer.

26 WAIVER OF BREACH AND SEVERABILITY

Any waiver by Buyer of a breach of any term or condition of this Order shall not constitute a waiver of any subsequent breach of the same, or any other term or condition hereof. No waiver shall be binding upon Buyer unless in writing and signed by the Buyer and any such waiver shall be limited to the particular instance referred to. The invalidity in whole or in part of any term or condition of this Order shall not affect the validity of any other term or condition herein or the valid portion of that term or condition.

27 DISPUTES AND GOVERNING LAW

This Order shall be interpreted and enforced in accordance with laws of the Commonwealth of Virginia. Disputes which cannot be resolved by mutual agreement shall be resolved by a court of competent jurisdiction in the Commonwealth.

28 INDEMNITY

To the extent permitted by law, Seller shall indemnify Buyer and Buyer's agents, employees and contractors against all claims, liabilities, damages and expenses, including attorney's fees and disbursements, (i) for bodily injury, death or property damage arising out of any act of omission of Seller or its agents, employees or contractors relating to Seller's obligations hereunder; (ii) for trademark, copyright, or patent infringement relating to the goods or services furnished hereunder; or (iii) otherwise occurring as a result of Seller's obligations hereunder.

29 INSURANCE

Seller shall maintain adequate liability, employer's liability and workers' compensation insurance to protect Buyer and Buyer's agents, employees and contractors with respect to the indemnity contained in Paragraph 28 and any claims under workers' compensation, safety and health and similar laws and regulations relating to the goods or services furnished hereunder. If requested, Seller shall furnish evidence of such insurance in form and substance satisfactory to Buyer.

30 FEDERAL, STATE, AND LOCAL TAXES

Since this purchase is being made by the Metropolitan Washington Airports Authority, the purchase is exempt from sales and use taxation, both state and municipal. The Seller therefore certifies that there are no such taxes included in the prices shown herein.

31 ENTIRE AGREEMENT

This Order, together with all documents incorporated herein by reference, constitutes the entire agreement between Buyer and Seller, and there are no terms, conditions, or provisions either oral or written, between the parties hereto, other than those herein contained. This Order supersedes any and all oral or written understandings between the parties hereto relating to the items purchased hereunder.

32 BILLING INSTRUCTIONS

The Seller shall submit, no more than once each month, an original of both its invoices and the Authority's Invoice Attachment Form (Exhibit J), listing all subcontractors and their activities, either electronically via e-mail to invoices@mwaa.com or in hard copy to the following address:

Metropolitan Washington Airports Authority
Accounting Department, MA-22B
1 Aviation Circle
Washington, DC 20001-6000

Failure to include required Exhibit J Attachment may delay payment of your invoice.

Invoices shall be properly identified with the Seller's name, address and applicable Purchase Order number. Invoices without proper identification will be returned to the sender. Invoices in excess of one (1) per month will be returned to the Seller.

The Buyer shall make payments within 30 calendar days after receipt of an acceptable invoice in the office designated to receive the invoice.

33 ELECTRONIC TRANSFER OF FUNDS

The Authority strongly recommends that contractors participate in a program whereby payments under this contract are made via electronic funds transfer into the contractor's bank. Seller requests to initiate such service shall include the bank name, address, account number, contact person, telephone number, and American Bankers Association (ABA) 9-digit identifying number. The initial request and any subsequent changes must be signed by the contractor's signatory of the contract and shall be submitted directly to the Authority's Finance Office (MA-22B).

34 CONTRACTOR SUBMISSION OF W-9 REQUIRED PRIOR TO CONTRACT AWARD

As a prerequisite for award, the Seller shall complete all parts of the Internal Revenue Service ("IRS") Form W-9 (Request for Taxpayer Identification Number and Certification). Purchase Order award will not be made until the completed W-9 has been received by the Authority. The W-9 form and instructions are available to contractors by accessing the IRS website at www.irs.gov and inserting the form number "W-9".

The W-9 information is requested so that we may determine the need to file IRS Form 1099 in connection with payments made by the Authority to the Seller. To assure accurate maintenance of your firm's status, the submission of the W-9 is required for each contract or purchase order executed by and between the Authority and its contractors. If the term of the contract exceeds one year, the Authority may request periodic resubmission of the W-9. If the Seller fails to submit the form by the deadline stated in the resubmission request, the Authority may refuse to pay invoices until the form has been submitted.

35 F.O.B. DESTINATION

A. The term "f.o.b. destination," as used in the provision, means--

1. Free of expense to the Buyer on board the carrier's conveyance, at a specified delivery point where the consignee's facility (plant, warehouse, store, lot, or other location to which shipment can be made) is located; and
2. Supplies shall be delivered to the destination consignee's wharf (if destination is a port city and supplies are for export), warehouse unloading platform, or receiving dock, at the expense of the Seller. The Buyer shall not be liable for any delivery, storage, demurrage, accessorial, or other charges involved before the actual delivery (or "constructive placement" as defined in carrier tariffs) of the supplies to the destination, unless such charges are caused by an act or order of the Buyer acting in its contractual capacity. If rail carrier is used, supplies shall be delivered to the specified unloading platform of the consignee. If motor carrier (including "piggyback") is used, supplies shall be delivered to truck tailgate at the unloading platform of the consignee. If the Seller uses rail carrier or freight forwarder for less than carload shipments, the Seller shall assure that the carrier will furnish tailgate delivery if transfer to truck is required to complete delivery to consignee.

B. The Seller shall--

1.
 - a. Pack and mark the shipment to comply with Order specifications; or
 - b. In the absence of specifications, prepare the shipment in conformance with carrier requirements;

2. Prepare and distribute commercial bills of lading;
3. Deliver the shipment in good order and condition to the point of delivery specified in the Order;
4. Be responsible for any loss of and/or damage to the goods occurring before receipt of the shipment by the consignee at the delivery point specified in the Order;
5. Furnish a delivery schedule and designate the mode of delivering carrier; and
6. Pay and bear all charges to the specified point of delivery.

36 CORRESPONDENCE PROCEDURES

All correspondence, except that which is technical in nature, will be directed to the Contracting Officer at the following address. Technical correspondence shall be forwarded to the Contracting Officer's Technical Representative (COTR), with a copy forwarded to the Purchasing Agent.

Metropolitan Washington Airports Authority
Procurement and Contracts Department, MA-29
Washington Dulles International Airport
45025 Aviation Drive, Suite 240, 2nd Floor
Dulles, VA 20166
Attn.: Mr. William Boyd

37 GENERAL CIVIL RIGHTS PROVISIONS

The Contractor agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the Contractor and subcontractors from the solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

38 TITLE VI CLAUSES FOR COMPLIANCE WITH NONDISCRIMINATION REQUIREMENTS

During the performance of this contract, the Contractor, for itself, its assignees and successors in interest (hereinafter referred to as the Contractor) agrees as follows:

- A. Compliance with Regulations. The Contractor (hereinafter includes consultants) will comply with the **Title VI List of Pertinent Nondiscrimination Acts and Authorities**, as they may be amended from time to time, which are herein incorporated by reference and made a part of this Contract.
- B. Non-Discrimination. The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
- C. Solicitations for Subcontracts, Including Procurements of Materials and Equipment. In all solicitations either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the Contractor's obligations under this contract and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.

- D. Information and Reports. The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Airports Authority or the Federal Aviation Administration (FAA) to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of the Contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the Airports Authority or the FAA as appropriate, and will set forth what efforts it has made to obtain the information.
- E. Sanctions for Noncompliance. In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the Airports Authority will impose such contract sanctions as it or the FAA may determine to be appropriate, including, but not limited to: Withholding payments to the Contractor under the contract until the Contractor complies; and/or cancelling, terminating, or suspending a contract, in whole or in part.
- F. Incorporation of Provisions. The Contractor will include the provisions of paragraphs A. through F. in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the Airports Authority or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor or supplier because of such direction, the Contractor may request the Airports Authority to enter into any litigation to protect the interests of the Airports Authority. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

39 TITLE VI LIST OF PERTINENT NONDISCRIMINATION AUTHORITIES

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest, agrees to comply with the following nondiscrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);

- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

SECTION VIII - POLICIES ON EQUAL OPPORTUNITY, MINORITY AND WOMEN BUSINESS ENTERPRISE (MBE/WBE) PARTICIPATION, AND EMPLOYMENT OF VETERANS

01 EQUAL OPPORTUNITY

No person or firm shall be discriminated against because of race, color, national origin, or sex in the award of Authority contracts. Further, the Contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract.

02 MBE/WBE PARTICIPATION

While there is no LDBE requirement associated with this solicitation, the Authority is committed to achieving significant voluntary participation in its contracting programs by business enterprises that are owned and operated by minorities and women (MBEs and WBEs) regardless of the size of the enterprise. All offerors are strongly encouraged to take active steps to maximize the participation of MBEs and WBEs in this contract.

03 TECHNICAL ASSISTANCE

The Authority will provide assistance to promote the participation of MBEs and WBEs in this contract, including the identification of MBEs and WBEs. To obtain assistance, interested parties are encouraged to contact the Authority's Department of Supplier Diversity at 703-417-8660, or at the following address: Metropolitan Washington Airports Authority, Department of Supplier Diversity, 1 Aviation Circle, Washington, DC 20001-6000.

04 MONITORING OF MBE/WBE PARTICIPATION

To monitor and evaluate MBE/WBE participation in its contracting programs, the Authority is collecting information on the voluntary efforts made by offerors in securing MBE/WBE participation for this contract. All offerors are encouraged to provide information relating to these efforts (Exhibit A) and return it with their offer.

When MBE/WBE participation has been obtained, all offerors are required to include this information on the Contract Participation Form (Exhibit D) and to attach to the Contract Participation Form the MBE's or WBE's letter of DBE certification from the Authority, or MBE/WBE/DBE certification from another agency. This letter verifies the firm's MBE/WBE status, and is used in this case for the Authority's monitoring of its programs for the purposes of monitoring expenditures to MBE/WBEs, all contractors are required to identify on the Invoice Attachment Form (Exhibit J1) expenditures to first tier subcontractors who are MBEs or WBEs. (Note: Exhibits D and J1 are available from the Business Information section of the Authority's website at <http://www.mwaa.com>)

The information requested above will be used to assist the Authority in monitoring and evaluating MBE/WBE participation and will not be used to determine to whom this contract will be awarded.

05 EMPLOYMENT OF VETERANS

The Authority has adopted a policy to encourage reasonable efforts whenever possible to offer employment to qualified veterans, including the disabled, by the Authority, its contractors and subcontractors.

Voluntary Efforts to Obtain MBE/WBE Participation

Please answer the following questions and return this questionnaire with attachments (i.e., ads, meeting attendance list, etc) to the Contracting Officer with your offer.

Project Name: _____
 Solicitation Number: _____
 Contractor: _____

Did your company:

YES NO

- | | | | |
|----|--|----------------------------------|-------|
| 1. | Attend any pre-proposal meetings that were scheduled by the Authority? If YES, please attach list of meetings attended. | _____ | _____ |
| 2. | Advertise subcontracting opportunities in major circulation newspapers such as: a) the <u>Washington Post</u> , b) trade association press, c) minority and women oriented media? If YES, please attach copies of ads for a, b, c. | a) _____
b) _____
c) _____ | _____ |
| 3. | Provide timely written notice to specific MBEs/WBEs that their interest in the contract is being solicited? If YES, please attach a sample of such notification and list MBEs/WBEs contacted on page 2. | _____ | _____ |
| 4. | Follow-up initial solicitations of interest by personally contacting MBEs/WBEs? If YES, please list those MBEs/WBEs contacted on page 2. | _____ | _____ |
| 5. | Select the portions of the contract to be performed by MBEs/WBEs in a manner that will increase the likelihood of MBE/WBE participation? If YES, please attach a list of those portions of the contract selected for MBE/WBE participation. | _____ | _____ |
| 6. | Provide interested MBEs/WBEs with timely and thorough information about the plans, specifications and technical requirements of the contract? If YES, please list the MBEs/WBEs provided with such information on page 2. | _____ | _____ |
| 7. | Negotiate in good faith with interested MBEs/WBEs, and not reject MBEs/WBEs as unqualified without sound reasons based on a thorough investigation of their capabilities? If YES, list MBEs/WBEs with whom good faith negotiations were conducted on page 2. | _____ | _____ |
| 8. | Assist interested MBEs/WBEs in obtaining bonding and/or insurance? If YES, list MBEs/WBEs assisted on page 2. | _____ | _____ |

SECTION IX - LOCAL DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION REQUIREMENTS

01 LDBE PARTICIPATION

There is no Local Disadvantaged Business Enterprise (LDBE) participation requirement associated with this solicitation. However, there are reporting requirements to be met for purposes of tracking all subcontractor participation in Airports Authority projects.

A LDBE is defined as a small business concern which is organized for profit and which is located within a 100-mile radius of Washington, D.C.'s zero mile marker. Those business entities located within counties that fall partially within the aforementioned boundary would also be eligible to participate in the Authority's LDBE program. "Located" means that, as of the date of the contract solicitation, a business entity has an established office or place of business within a city, county, town, or political jurisdiction within the 100-mile radius referenced above. Evidence of whether a business is "located" within the region includes, but is not limited to: an address that is not a Post Office Box; employees at that address; business license, payment of taxes; previous performance of work similar to work to be performed under the contract, or related work; and other indicia. A "disadvantaged business" is defined as a firm which is not dominant in its field, and which meets the Authority's small business size standard(s) for this solicitation. The receipts of all affiliates shall be counted in determining the size of the business. Please direct any questions concerning LDBE status to the Authority's Department of Supplier Diversity at 703-417-8660.

02 MONITORING OF LDBE PARTICIPATION

- A. The Authority routinely verifies LDBE participation and may contact you and your subcontractors after award to verify contract and payment amounts to ensure that the Authority's reporting is accurate.
- B. All offerors (including those who are Authority certified LDBEs) shall submit a Contract Participation Form (Exhibit D) with their offers. Exhibit D is to list the prime contractor and all first tier subcontractors that are participating in the contract and to provide all information required by the Exhibit. This form must be signed and dated by the offeror. Offerors are also asked to identify whether or not any LDBE firms listed on the Exhibit D are also MBEs and WBEs.
1. Failure to Submit Exhibit D.

Failure to submit Contract Participation Form (Exhibit D) by the deadline specified by the Contracting Officer may result in rejection of the offer.
 2. By accepting this contract, the Contractor agrees to the following requirements:
 - a. The Contractor shall submit a revised Contract Participation Form (Exhibit D) which reflects changes in the subcontractor participation to the contract within five (5) days of changes in participation for LDBE certified subcontractors, and on a quarterly basis for changes in participation for non-LDBE subcontractors. A revised Exhibit D, if required, shall be provided to the Contracting Officer concurrent with submission of the proposal for the changed work.
 - b. The Contractor shall submit a completed Invoice Attachment Form (Exhibit J1) with each invoice. The Contractor is responsible for the accuracy of all information reported.

EXHIBIT D

CONTRACT PARTICIPATION FORM

The Contract Participation Form is available for download from the Metropolitan Washington Airports Authority's website in Microsoft Excel format at:

<http://www.mwaa.com/business/contracting-manuals-forms-and-other-resources>

METROPOLITAN WASHINGTON AIRPORTS AUTHORITY INVOICE ATTACHMENT FORM – ZERO LD BE

Name Of Prime Contractor _____
 Contract Name & Number _____
 Original Contract Amount \$ _____ Payments Received \$ _____
 Current Contract Amount \$ _____ Retainage Withheld \$ _____
 Invoice Period From _____ Through _____ Date Submitted _____

#	NAME OF SUBCONTRACTOR	BUSINESS ADDRESS (CITY, STATE, ZIP)	DESCRIPTION OF WORK	* LD BE	M BE	W BE	O T H E R	MONTHLY CONTRACT INFORMATION				% C O M P L E T E	% LD BE
								ORIGINAL SUBCONTRACT AMOUNT	CURRENT SUBCONTRACT AMOUNT	TOTAL PAYMENTS TO DATE	AMOUNT THIS INVOICE		
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
11													
12													
13													
14													
15													
16													
17													
18													
19													
20													
SUBCONTRACTOR TOTALS													
PRIME CONTRACTOR TOTAL													
TOTAL THIS INVOICE													

* PUT AN "X" IN THIS COLUMN ONLY IF SUBCONTRACTOR IS AN AUTHORITY CERTIFIED LD BE.

I certify that the information furnished above is correct to the best of my knowledge and represents the current status of the firm's (Prime Contractor) subcontract(s) with the listed firms (Subcontractors) for the designated period covered by this report.

Signed: _____ Title _____ Date _____

This form must be attached to all Invoices submitted by the Prime Contractor.

SECTION X - ATTACHMENTS

ATTACHMENT 01

SPECIFICATIONS

METROPOLITAN WASHINGTON AIRPORTS AUTHORITY
WASHINGTON DULLES INTERNATIONAL AIRPORT

SPECIFICATION FOR
TRUCK, 1 TON, 4- WHEEL DRIVE, CREW CAB, CHASSIS CAB WITH UTILITY BODY
(ITEM 01)

All elements of the specifications identified by bold italic type are considered critical. Exceptions to these specifications are not allowed. Quotations having exceptions to such critical elements shall be deemed non-conforming.

PURPOSE: It is the intent of this specification to describe a new, current model year, 1 ton, crew cab, 4-wheel drive truck with utility body and lift gate. This document shall indicate in general, the type, size, and quality desired. Any components or equipment not specifically mentioned in this specification, but are required for this vehicle to completely perform the intended function are to be furnished as if it were part of the specification. **All components, assemblies, and parts shall be new and unused. Remanufactured components, assemblies, and parts are unacceptable.** REF: Y-270

INSTRUCTIONS: 1. Complete this form and submit with offer. Circle YES or NO for compliance with each specification. If NO, briefly describe EXCEPTION. If additional space is required, use Attachment 3, Exceptions to Specifications.

A. CAB / CHASSIS: As a reference, the unit as described herein shall have the pertinent salient characteristics of a Ford F-350 Super Duty that meets or exceeds the following specification.

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
1.	The truck shall have an extended cab, 1-ton, 4 wheel drive, single rear wheel chassis.	YES	NO	
2.	The cab and body panels shall be made from high-strength, military-grade, aluminum-alloy.	YES	NO	
3.	GVWR 11,400 lbs. minimum	YES	NO	
4.	179.4" Wheel Base, C/A 60"	YES	NO	
5.	The engine shall be a gasoline powered V8 with a minimum displacement of 6.2 liters.	YES	NO	
6.	Automatic Transmission 10-speed with overdrive to include factory installed heavy duty transmission cooler	YES	NO	
7.	The truck shall be equipped with a monobeam front axle with coil spring suspension. The truck shall be equipped with a solid rear axle with leaf spring suspension.	YES	NO	
8.	The axles shall have a gear ratio of 3.73:1. The rear axle shall have a factory installed electronic locking differential.	YES	NO	
9.	Two speed transfer case	YES	NO	
10.	Factory standard front hubs	YES	NO	
11.	Brakes: Power, 4 wheel disc, 4 wheel ABS	YES	NO	
12.	Power Steering	YES	NO	
13.	Alternator shall be 200 Amp minimum	YES	NO	
14.	LT275/70R18 All Terrain Radial black sidewall tires.	YES	NO	
15.	Full size matching spare tire, wheel, and jack	YES	NO	
16.	Fuel capacity shall be 40 gallons minimum	YES	NO	
17.	Factory air conditioning / heater / defroster system with replaceable cab filter	YES	NO	
18.	Manual folding and manual telescoping power trailer tow mirrors with heated glass, heated convex spot mirrors, and integrated clearance lamps and turn signals	YES	NO	
19.	Factory installed upfitter Switches (6 minimum)	YES	NO	
20.	AM/FM radio with digital clock	YES	NO	
21.	40/20/40 vinyl split bench seat with folding center console which includes armrest, storage, and cup holders, dark gray upholstery. Rear vinyl bench seat.	YES	NO	

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
22.	Full length black vinyl rubber floor covering with removable mats	YES	NO	
23.	Factory tinted/shaded glass	YES	NO	
24.	Power windows and door locks with keyless entry	YES	NO	
25.	Factory installed towing package to include a factory-installed fully integrated trailer brake controller, wiring harness, and a 2" box receiver	YES	NO	
26.	Back up alarm	YES	NO	
27.	Factory cruise control	YES	NO	
28.	The truck shall be equipped with a factory installed programmable upfitter interface module.	YES	NO	
29.	The truck shall be equipped with a factory rearview camera and prep kit.	YES	NO	
30.	Paint: National Fleet Yellow, School Bus Yellow Reference: DuPont # L0131 EB Imron Elite, Base Coat/Clear Coat or MWAA approved equal	YES	NO	
31.	Manuals: Operators, Repair, and Maintenance	YES	NO	

Truck Manufacturer: _____

Truck Model: _____

Paint Color : _____

- B. UTILITY BODY:** The truck shall be supplied with a custom, service/utility body with the pertinent salient characteristics of a Knapheide Special Model 6108FJ-44 Standard Profile with dual "Flip-Top" compartments and accessories as listed to meet or exceed the following specifications.

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
1.	The body shell shall be constructed of two-sided galvanized steel with a minimum thickness of 14 gauge . The compartment top and back shall be of a one piece seamless design. The doors, door openings, drip rails, and any other exposed steel edges shall be hemmed for strength, safety, and to resist corrosion.	YES	NO	Manufacturer: Model number:
2.	The floor shall be constructed of minimum 1/8' tread plate . The floor edge shall incorporate a 1 3/8" return flange on each side for added support of the side compartments and to eliminate an exposed seam between the floor and side compartments.	YES	NO	
3.	The body under structure shall be constructed of 11 gauge high strength steel cross sills with a tensile strength of 50,000 PSI.	YES	NO	
4.	The doors shall be double panel constructed of minimum 20 gauge two-sided galvanized steel with foam block insert reinforcements. All doors shall be weather sealed with oil resistant neoprene "bulb type" seals that shall be adhered to the door frames.	YES	NO	

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
5.	<p>All doors shall be equipped with hardware as follows:</p> <p>A. Full length, corrosion resistant, all stainless steel, piano hinges, all hinges shall be welded to the doorframe.</p> <p>B. Lockable, corrosion resistant zinc plated, automotive style latch assemblies, each latch assembly shall be slam latch able and shall be fastened to the door with spot welds.</p> <p>C. All door strikers shall be adjustable and fastened to the doorframes with screws.</p> <p>D. Double coil spring, over center type, door retainers on all vertical doors</p> <p>E. "Flip-Top" compartment doors shall be equipped with gas springs on each end of the door. Gas springs, props, or any other obstruction located in the center of the Flip-Top compartments shall not be acceptable.</p> <p>F. Chain retainers for horizontal compartment doors.</p>	YES	NO	
6.	<p>All interior shelving shall be constructed of 18 gauge bright spangled galvanized steel with hemmed dividers on 4" centers. Each shelf shall be rated at a minimum capacity of 250 lb.</p>	YES	NO	
7.	<p>The body shall be built to the following approximate dimensions:</p> <p>A. Body height(overall) 45.25"</p> <p>B. Floor to compartment top 29.25"</p> <p>C. Compartment depth (all) 14 5"</p> <p>D. Floor width 49"</p> <p>E. Body width 78"</p> <p>F. Front vertical compartments: Interior dimensions: 35.25" wide, 45.25" high Door opening dimensions 29.5" wide, 37.25" high</p> <p>G. Horizontal compartments: Interior dimensions 44.75" wide, 23.75" high Door opening dimensions 43.5" wide, 17.5" high</p>	YES	NO	

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
	<p>H. Rear vertical compartments: Interior dimensions 27.25" wide, 45.25" high</p> <p>Door opening dimensions 21.5" wide, 37.25" high</p> <p>I. Flip-Top compartments: Interior dimensions 107.25" wide, 4.2" high with no center obstructions (except the latch)</p>			

C. ADDITIONAL ITEMS TO BE INSTALLED IN/ON THE UTILITY BODY:

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
1.	Material rail with 4 sliding hooks to be installed in street side rear vertical compartment.	YES	NO	
2.	Two removable/adjustable shelves in right front vertical compartment	YES	NO	
3.	The left front compartment shall be fitted with CTech Manufacturing product #20192514 mechanics drawers or Authority approved equal.	YES	NO	
4.	The right front compartment shall be fitted with an oxy/acetylene retainer and compartment louvers.	YES	NO	
5.	One CTech Manufacturing product #20192506 or Authority approved equal shall be installed in the left center horizontal compartment.	YES	NO	
6.	One removable/adjustable shelf in the right center horizontal compartment.	YES	NO	
7.	Two removable/adjustable shelves in the curb side rear compartment	YES	NO	
8.	30 additional shelf dividers (shipped loose)	YES	NO	
9.	Five, 1000 lb. Capacity cargo anchors shall be installed in the cargo area in the following locations: 1. One centered vertically and horizontally on the bulkhead 2. Two on each side panel, one centered vertically above each wheel well and one centered vertically at the rear of each side panel	YES	NO	
10.	LED exterior lighting package with interior light fixture guards, The utility body shall be outfitted with the following light fixtures: 1. LED Combination Stop/Turn/Tail/Back-Up lights with integrated LED amber strobe lights programmed to a wig-wag pattern. 2. Red and Amber LED surface mount body clearance lights as needed	YES YES	NO NO	

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
11.	Interior compartments with door actuated LED lighting for all compartments. Compartment lights shall be wired into the parking light circuit.	YES	NO	
12.	Aluminum fuel fill cutouts as necessary	YES	NO	
13.	Electric/Hydraulic Lift gate rated at 1300 lb. with 6" tapered ramp bi-fold aluminum loading platform deck Tommy Gate model 54-1342 EA38 or Authority approved equal.	YES	NO	
14.	Segmented rear step bumper, left right and center in conjunction with lift gate, see attached photo, section E.	YES	NO	
15.	The body shall be completely immersed in electro-deposition gray epoxy prime paint featuring a zinc phosphate pre-coat and seal for corrosion protection. Prime paint is to be oven cured to provide a hard durable finish. The body shall be painted to match the color referenced in section A: Line 32.	YES	NO	
16.	The body interior shall be painted with a mid-gloss, mar resistant, light gray finish.	YES	NO	
17.	The body wiring harness shall be equipped with an automotive type electrical connector that is compatible with the truck manufacturer without splicing. Any additional non-factory electrical connections added to the truck shall be in sealed weather tight connectors. Electrical connections made with scotchlock type connectors or splices sealed with RTV or tape are not acceptable.	YES	NO	
18.	The left and right lower edge of the utility body as well as the rear perimeter surfaces of the utility body and lift gate shall be marked with 2" wide 3M Diamond Grade # 981-32, 11" red/7" white, conspicuity sheeting, see attached photo, Section E.	YES	NO	
19.	The cargo area and flip-top compartment lids of the utility body shall be coated with a polyurethane spray on lining material ¼" thick, Rhino-Liner or Authority approved equal	YES	NO	
20.	Cab Guard: Knapheide Modular Cab Guard or Authority approved equal The cab guard shall be fitted with bolt-on side wings. The following Unistrut accessories shall be provided (shipped loose): Corner Material Stops two (2) each Betts Light Mount one (1) each Go-light Mount one (1) each Strobe Light Mount one (1) each Spot Light Mount one (1) each Turbo Beam Mount one (1) each The cab guard and accessories shall be painted black.	YES	NO	

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
21.	The truck shall be fitted with 12 volt LED strobe lights as follows: 1. The front grill shall be fitted with two (2) Whelen Amber LINZ6 Linear Super LED light heads or equivalent, programmed to a wig-wag flash pattern. 2. The combination Stop/Turn/Tail/Back-Up lights shall have integrated LED amber strobe lights programmed to a wig-wag pattern.	YES	NO	
		YES	NO	
		YES	NO	

D. FRONT MOUNT WINCH

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
1.	The truck shall be fitted with a heavy duty, electrically driven, planetary geared winch with the pertinent salient characteristics of a Warn Industries model M12 or Authority approved equal. The winch shall have a 12,000 lb. single line pull with a de-clutch/free spool control. The winch shall be equipped with a weatherproof remote control. <i>*The winch control relays shall be mounted in the engine compartment.</i>	YES	NO	
2.	The winch shall be mounted to a heavy duty frame mounted winch bumper with a heavy duty grill and headlight guard. The bumper and guard shall have the pertinent salient characteristics of a Buckstop Truckware model Outback or Authority approved equal. The bumper shall have a hidden winch mount with a winch access door cover. The bumper shall be equipped with two (2) pair of 3.5" x 5" rectangle recessed light mounts with one (1) pair located below the headlights on each side of the bumper. The bumper shall include two (2) tow hooks and a (1) license plate mount. The bumper shall have a black powder coat finish.	YES	NO	

E. ADDITIONAL ITEMS REQUIRED AT THE TIME OF DELIVERY:

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
1.	Temporary license and registration	YES	NO	
2.	Certificate of origin upon delivery	YES	NO	
3.	6 (six) sets of keys	YES	NO	
4.	Delivery requested 180 days ARO	YES	NO	

F. PHOTO REFERENCE:

Photo for reference:
Placement of conspicuity sheeting
Rear bumper



METROPOLITAN WASHINGTON AIRPORTS AUTHORITY
WASHINGTON DULLES INTERNATIONAL AIRPORT

SPECIFICATION FOR
TRUCK, 1 TON, 4- WHEEL DRIVE, EXTENDED CAB, CHASSIS CAB WITH UTILITY BODY
(ITEM 02)

All elements of the specifications identified by bold italic type are considered critical. Exceptions to these specifications are not allowed. Quotations having exceptions to such critical elements shall be deemed non-conforming.

PURPOSE: It is the intent of this specification to describe a new, current model year, 1 ton, extended cab, 4-wheel drive truck with utility body and lift gate. This document shall indicate in general, the type, size, and quality desired. Any components or equipment not specifically mentioned in this specification, but are required for this vehicle to completely perform the intended function are to be furnished as if it were part of the specification. **All components, assemblies, and parts shall be new and unused. Remanufactured components, assemblies, and parts are unacceptable.** REF: Y-291

INSTRUCTIONS: 1. Complete this form and submit with offer. Circle YES or NO for compliance with each specification. If NO, briefly describe EXCEPTION. If additional space is required, use Attachment 3, Exceptions to Specifications.

A. CAB / CHASSIS: As a reference, the unit as described herein shall have the pertinent salient characteristics of a Ford F-350 Super Duty that meets or exceeds the following specification.

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
1.	The truck shall have an extended cab, 1-ton, 4 wheel drive, single rear wheel chassis.	YES	NO	
2.	The cab and body panels shall be made from high-strength, military-grade, aluminum-alloy.	YES	NO	
3.	GVWR 11,500 lbs. minimum	YES	NO	
4.	167.5" Wheel Base, C/A 60"	YES	NO	
5.	The engine shall be a gasoline powered V8 with a minimum displacement of 6.2 liters.	YES	NO	
6.	Automatic Transmission 10-speed with overdrive to include factory installed heavy duty transmission cooler	YES	NO	
7.	The truck shall be equipped with a monobeam front axle with coil spring suspension. The truck shall be equipped with a solid rear axle with leaf spring suspension.	YES	NO	
8.	The axles shall have a gear ratio of 3.73:1. The rear axle shall have a factory installed electronic locking differential.	YES	NO	
9.	Two speed transfer case	YES	NO	
10.	Factory standard front hubs	YES	NO	
11.	Brakes: Power, 4 wheel disc, 4 wheel ABS	YES	NO	
12.	Power Steering	YES	NO	
13.	Alternator shall be 200 Amp minimum	YES	NO	
14.	LT275/70R18 All Terrain Radial black sidewall tires.	YES	NO	
15.	Full size matching spare tire, wheel, and jack	YES	NO	
16.	Fuel capacity shall be 40 gallons minimum	YES	NO	
17.	Factory air conditioning / heater / defroster system with replaceable cab filter	YES	NO	
18.	Manual folding and manual telescoping power trailer tow mirrors with heated glass, heated convex spot mirrors, and integrated clearance lamps and turn signals	YES	NO	
19.	Factory installed upfitter Switches (6 minimum)	YES	NO	
20.	AM/FM radio with digital clock	YES	NO	
21.	40/20/40 vinyl split bench seat with folding center console which includes armrest, storage, and cup holders, dark gray upholstery. Rear vinyl bench seat.	YES	NO	

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
22.	Full length black vinyl rubber floor covering with removable mats	YES	NO	
23.	Factory tinted/shaded glass	YES	NO	
24.	Power windows and door locks with keyless entry	YES	NO	
25.	Factory installed towing package to include a factory-installed fully integrated trailer brake controller, wiring harness, and a 2" box receiver	YES	NO	
26.	Back up alarm	YES	NO	
27.	Factory cruise control	YES	NO	
28.	The truck shall be equipped with a factory installed programmable upfitter interface module.	YES	NO	
29.	The truck shall be equipped with a factory rearview camera and prep kit.	YES	NO	
30.	Paint: National Fleet Yellow, School Bus Yellow Reference: DuPont # L0131 EB Imron Elite, Base Coat/Clear Coat or MWAA approved equal	YES	NO	
31.	Manuals: Operators, Repair, and Maintenance	YES	NO	

Truck Manufacturer: _____

Truck Model: _____

Paint Color : _____

- B. UTILITY BODY:** The truck shall be supplied with a custom, service/utility body with the pertinent salient characteristics of a Knapheide Special Model 6108FJ-44 Standard Profile with dual "Flip-Top" compartments and accessories as listed to meet or exceed the following specifications.

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
1.	The body shell shall be constructed of two-sided galvanized steel with a minimum thickness of 14 gauge . The compartment top and back shall be of a one piece seamless design. The doors, door openings, drip rails, and any other exposed steel edges shall be hemmed for strength, safety, and to resist corrosion.	YES	NO	Manufacturer: Model number:
2.	The floor shall be constructed of minimum 1/8' tread plate . The floor edge shall incorporate a 1 3/8" return flange on each side for added support of the side compartments and to eliminate an exposed seam between the floor and side compartments.	YES	NO	
3.	The body under structure shall be constructed of 11 gauge high strength steel cross sills with a tensile strength of 50,000 PSI.	YES	NO	
4.	The doors shall be double panel constructed of minimum 20 gauge two-sided galvanized steel with foam block insert reinforcements. All doors shall be weather sealed with oil resistant neoprene "bulb type" seals that shall be adhered to the door frames.	YES	NO	

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
5.	<p>All doors shall be equipped with hardware as follows:</p> <p>A. Full length, corrosion resistant, all stainless steel, piano hinges, all hinges shall be welded to the doorframe.</p> <p>B. Lockable, corrosion resistant zinc plated, automotive style latch assemblies, each latch assembly shall be slam latch able and shall be fastened to the door with spot welds.</p> <p>C. All door strikers shall be adjustable and fastened to the doorframes with screws.</p> <p>D. Double coil spring, over center type, door retainers on all vertical doors</p> <p>E. "Flip-Top" compartment doors shall be equipped with gas springs on each end of the door. Gas springs, props, or any other obstruction located in the center of the Flip-Top compartments shall not be acceptable.</p> <p>F. Chain retainers for horizontal compartment doors.</p>	YES	NO	
6.	<p>All interior shelving shall be constructed of 18 gauge bright spangled galvanized steel with hemmed dividers on 4" centers. Each shelf shall be rated at a minimum capacity of 250 lb.</p>	YES	NO	
7.	<p>The body shall be built to the following approximate dimensions:</p> <p>A. Body height(overall) 45.25"</p> <p>B. Floor to compartment top 29.25"</p> <p>C. Compartment depth (all) 14 5"</p> <p>D. Floor width 49"</p> <p>E. Body width 78"</p> <p>F. Front vertical compartments: Interior dimensions: 35.25" wide, 45.25" high Door opening dimensions 29.5" wide, 37.25" high</p> <p>G. Horizontal compartments: Interior dimensions 44.75" wide, 23.75" high Door opening dimensions 43.5" wide, 17.5" high</p>	YES	NO	

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
	<p>H. Rear vertical compartments: Interior dimensions 27.25" wide, 45.25" high</p> <p>Door opening dimensions 21.5" wide, 37.25" high</p> <p>I. Flip-Top compartments: Interior dimensions 107.25" wide, 4.2" high with no center obstructions (except the latch)</p>			

C. ADDITIONAL ITEMS TO BE INSTALLED IN/ON THE UTILITY BODY:

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
1.	Material rail with 4 sliding hooks to be installed in street side rear vertical compartment.	YES	NO	
2.	Two removable/adjustable shelves in right front vertical compartment	YES	NO	
3.	The left front compartment shall be fitted with CTech Manufacturing product #20192514 mechanics drawers or Authority approved equal.	YES	NO	
4.	The right front compartment shall be fitted with an oxy/acetylene retainer and compartment louvers.	YES	NO	
5.	One CTech Manufacturing product #20192506 or Authority approved equal shall be installed in the left center horizontal compartment.	YES	NO	
6.	One removable/adjustable shelf in the right center horizontal compartment.	YES	NO	
7.	Two removable/adjustable shelves in the curb side rear compartment	YES	NO	
8.	30 additional shelf dividers (shipped loose)	YES	NO	
9.	Five, 1000 lb. Capacity cargo anchors shall be installed in the cargo area in the following locations: 1. One centered vertically and horizontally on the bulkhead 2. Two on each side panel, one centered vertically above each wheel well and one centered vertically at the rear of each side panel	YES	NO	
10.	LED exterior lighting package with interior light fixture guards, The utility body shall be outfitted with the following light fixtures: 1. LED Combination Stop/Turn/Tail/Back-Up lights with integrated LED amber strobe lights programmed to a wig-wag pattern. 2. Red and Amber LED surface mount body clearance lights as needed	YES YES	NO NO	

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
11.	Interior compartments with door actuated LED lighting for all compartments. Compartment lights shall be wired into the parking light circuit.	YES	NO	
12.	Aluminum fuel fill cutouts as necessary	YES	NO	
13.	Electric/Hydraulic Lift gate rated at 1300 lb. with 6" tapered ramp bi-fold aluminum loading platform deck Tommy Gate model 54-1342 EA38 or Authority approved equal.	YES	NO	
14.	Segmented rear step bumper, left right and center in conjunction with lift gate, see attached photo, section F.	YES	NO	
15.	The body shall be completely immersed in electro-deposition gray epoxy prime paint featuring a zinc phosphate pre-coat and seal for corrosion protection. Prime paint is to be oven cured to provide a hard durable finish. The body shall be painted to match the color referenced in section A: Line 32.	YES	NO	
16.	The body interior shall be painted with a mid-gloss, mar resistant, light gray finish.	YES	NO	
17.	The body wiring harness shall be equipped with an automotive type electrical connector that is compatible with the truck manufacturer without splicing. Any additional non-factory electrical connections added to the truck shall be in sealed weather tight connectors. Electrical connections made with scotchlock type connectors or splices sealed with RTV or tape are not acceptable.	YES	NO	
18.	The left and right lower edge of the utility body as well as the rear perimeter surfaces of the utility body and lift gate shall be marked with 2" wide 3M Diamond Grade # 981-32, 11" red/7" white, conspicuity sheeting, see attached photo, Section F.	YES	NO	
19.	The cargo area and flip-top compartment lids of the utility body shall be coated with a polyurethane spray on lining material ¼" thick, Rhino-Liner or Authority approved equal	YES	NO	
20.	Cab Guard: Knapheide Modular Cab Guard or Authority approved equal The following Unistrut accessories shall be provided (shipped loose): Corner Material Stops two (2) each Betts Light Mount one (1) each Go-light Mount one (1) each Strobe Light Mount one (1) each Spot Light Mount one (1) each Turbo Beam Mount one (1) each The cab guard and accessories shall be painted black.	YES	NO	

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
21.	The truck shall be fitted with 12 volt LED strobe lights as follows: 1. The front grill shall be fitted with two (2) Whelen Amber LINZ6 Linear Super LED light heads or equivalent, programmed to a wig-wag flash pattern. 2. The combination Stop/Turn/Tail/Back-Up lights shall have integrated LED amber strobe lights programmed to a wig-wag pattern.	YES YES YES	NO NO NO	
22.	The utility body shall be fitted with an overhead rack system constructed of extruded aluminum. The rack shall have the pertinent salient characteristics of a "System One" Utility Body Rack with the Heavy Work Contractor Package. The rack shall utilize "A" type mounts with three (3) crossbars. The rear cross bar shall be removable. The rack shall be equipped with four (4) work winches with one (1) mounted at the top corner of each truss. <i>*The rack shall be mounted with no more than 4" of clearance between the bottom of the rack and the top of the cab. The rack shall have a minimum 1,250 lb. capacity.</i>	YES	NO	

D. FRONT MOUNT WINCH

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
1.	The truck shall be fitted with a heavy duty, electrically driven, planetary geared winch with the pertinent salient characteristics of a Warn Industries model M12 or Authority approved equal. The winch shall have a 12,000 lb. single line pull with a de-clutch/free spool control. The winch shall be equipped with a weatherproof remote control. <i>*The winch control relays shall be mounted in the engine compartment.</i>	YES	NO	
2.	The winch shall be mounted to a heavy duty frame mounted winch bumper with a heavy duty grill and headlight guard. The bumper and guard shall have the pertinent salient characteristics of a Buckstop Truckware model Outback or Authority approved equal. The bumper shall have a hidden winch mount with a winch access door cover. The bumper shall be equipped with two (2) pair of 3.5" x 5" rectangle recessed light mounts with one (1) pair located below the headlights on each side of the bumper. The bumper shall include two (2) tow hooks and a (1) license plate mount. The bumper shall have a black powder coat finish.	YES	NO	

E. ADDITIONAL ITEMS REQUIRED AT THE TIME OF DELIVERY:

ITEM	SPECIFICATION	YES	NO	IF "NO" PROVIDE DETAILS
1.	Temporary license and registration	YES	NO	
2.	Certificate of origin upon delivery	YES	NO	
3.	6 (six) sets of keys	YES	NO	
4.	Delivery requested 180 days ARO	YES	NO	

F. PHOTO REFERENCE:

Photo for reference:
 Placement of conspicuity sheeting
 Rear bumper



ATTACHMENT 02
EXCEPTIONS TO SPECIFICATIONS

ATTACHMENT 02

EXCEPTIONS TO SPECIFICATIONS
(MUST BE RETURNED WITH QUOTATION)

This undersigned quoter hereby certifies that its quotation against the above RFQ is fully compliant with the specifications except for the following: (Exceptions MUST be stated on this form in addition to providing reference literature and other relevant data).

RFQ SPECIFICATION	DETAILED EXCEPTION

(USE ADDITIONAL PAGES AS NEEDED)

Except as noted above, the undersigned certifies full compliance with the specifications stated in the RFQ. It is understood and agreed that in the event the items delivered upon award are not compliant, the supplier will be required to take whatever steps necessary to insure full compliance at no additional cost to the Metropolitan Washington Airports Authority.

**FAILURE TO EXECUTE AND RETURN THIS FORM MAY RESULT IN
DISQUALIFICATION OF YOUR QUOTATION**

Signature of Authorized Representative

Name of Authorized Representative Title Date