

INVITATION FOR BIDS (IFB) NO. 25-0976

TO

FURNISH AND DELIVER

ELECTRIC UTILITY CARTS

FOR THE

UNIVERSITY OF HAWAII MAUI COLLEGE

KAHULUI, HAWAII

AUGUST, 2024

BOARD OF REGENTS

UNIVERSITY OF HAWAII

HONOLULU, HAWAII

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IT IS THE RESPONSIBILITY OF ALL BIDDERS TO CHECK THE TABLE OF CONTENTS TO CONFIRM THAT ALL PAGES LISTED THEREIN ARE CONTAINED IN THEIR BID PACKAGE.

NOTICE TO BIDDERS

The University of Hawaii IFB No. 25-0976, to Furnish and Deliver Electric Utility Carts for the University of Hawaii Maui College, Kahului, Hawaii will be issued and awarded through the State of Hawaii's electronic procurement system (HlePRO). **All bid responses must be submitted electronically through HlePRO no later than 2:30 p.m., SEPTEMBER 9, 2024.** Bids received after the due date and time or received in a form other than electronically through HlePRO will not be considered.

Bidders are advised that they should not wait until the last minute to submit their bid through HlePRO. Bidders are solely responsible for ensuring that their electronic submission through HlePRO is complete and all necessary files (Mandatory Bid Form) are attached to their bid prior to the IFB due date and time. The University shall not be responsible for any delay or failure of any Bidder to submit any materials updated through the IFB process on a timely basis.

Electronic Procurement

Bidders interested in responding to this electronic solicitation must be registered on HlePRO. To register, visit the following link: https://hiepro.ehawaii.gov/videos/video/vendor_registration.html. Reference the Vendor Quick Reference Guide for additional information at <https://hiepro.ehawaii.gov/static-resources/VendorQuickReferenceGuide.pdf>.

HlePRO will be the system of record for the issuance of the IFB, to receive the Mandatory Bid Form and other Bid requirements, issue Amendments, and make award for the IFB. Amendments and other information and materials provided through HlePRO, may include additions or changes with respect to the due date and time.

Special instructions in HlePRO related to this solicitation are incorporated herein and made a part of this IFB through reference. Bidders shall review all special instructions located in HlePRO.

Questions and Clarifications

All questions and requests for clarifications must be submitted electronically through HlePRO. Questions must be submitted by **August 29, 2024**. Responses will be posted on **September 4, 2024**. The University may refuse to answer any questions received outside of HlePRO or after the Questions/Answers deadline.

Kalbert K. Young
Chief Procurement Officer
University of Hawaii

Posting Date: **August 26, 2024**

Vendors are responsible for notifying the Procurement Specialist Scott Shimoda (e-mail: scottmhs@hawaii.edu) for accessibility concerns related to this IFB.

BID REQUIREMENTS
TO
FURNISH AND DELIVER
ELECTRIC UTILITY CARTS

By attaching The Mandatory Bid Form to HlePRO, the bidder has carefully examined the INVITATION FOR BIDS (IFB) NO. 25-0976, FURNISH AND DELIVER ELECTRIC UTILITY CARTS FOR THE UNIVERSITY OF HAWAII MAUI COLLEGE, KAHULUI, HAWAII and offers to furnish and deliver the equipment, in strict accordance with the true intent and meaning of the Invitation for Bids (IFB) and shall complete delivery within **ONE HUNDRED AND EIGHTY DAYS (180) consecutive calendar days** from the date designated in the Notice to Proceed, as follows:

TAX LIABILITY

Both out-of-state and Hawaii bidders are advised that the amount bid on this solicitation is subject to the general excise tax imposed by Chapter 237, Hawaii Revised Statutes (HRS) and, if tangible property is being imported into the State of Hawaii for resale, the use tax (currently 1/2%) imposed by Chapter 238, HRS. (Refer to Taxes in the General Provisions.) Bidders are therefore cautioned to consider such taxes in formulating their bids since no adjustments to the prices bid shall be allowed.

BASIS FOR AWARD

The award of contract, if awarded, shall be made to the lowest responsive and responsible bidder on the **TOTAL BID AMOUNT (ITEMS 1 & 2)**.

Prices for all items shall be F.O.B. destination, including all applicable charges and taxes.

NOTE TO BIDDERS

An acceptable bid must conform in all material respects to this Invitation for Bids. Any of the following may be grounds for disqualification:

1. Taking exception to any of the specifications, terms or conditions contained in the IFB.
2. Placing conditions on the furnishing of solicited services.
3. Inclusion of a quotation or order form containing additional specifications, terms or conditions.
4. Referencing external documents containing additional specifications, terms or conditions.

Bidders are advised that bids are evaluated as submitted and requests by bidders to delete conditions contained in their bids after bid opening cannot be considered.

SUBSTITUTIONS TO BE APPROVED IN ADVANCE

The manufacturer and model numbers of items identified in the TECHNICAL SPECIFICATIONS are used as a measure of quality, style, size, appearance, and performance. All equipment must be new and unused. Used or refurbished equipment will not be considered.

Any brand or manufacture of comparable or better quality and performance than that specified will be considered for acceptance by the University upon submission of a Request for Substitution (**BID REQUIREMENTS**, Page 6). The Request for Substitution must include a statement of variances which lists all features of the proposed substitution differing from the specifications and/or product specified and must further certify that the substitute has no other variant features. In addition, the Request for Substitution must include manufacturer's literature or brochures containing technical data and illustrations providing sufficient evidence to enable the University to evaluate each feature listed as a variance. The University may, at its discretion, reject or deny any submittal containing insufficient information or any substitution that it deems unacceptable, and the findings in these regards shall be accepted by the bidder as final and binding.

All requests for substitution of items shall be emailed to the Procurement Specialist, Scott Shimoda, at scottmhs@hawaii.edu no later than **4:00 p.m. HST, August 29 2024**. Responses will be posted on September 4, 2024. The University shall not be required to consider any Request for Substitution received after this deadline.

The University may at its discretion reject or deny any substitution that it deems unacceptable, and the findings in this regard shall be accepted by the bidders as final and binding. Notification of approval or rejection/denial of substitution requests shall be included in the University's posting of its response to **QUESTIONS AND REQUESTS FOR CLARIFICATION** (see Notice to Bidders).

A bid which includes a substitution shall be considered only if the substitution has been approved in advance by the University.

SAMPLE FORMAT FOR REQUEST FOR SUBSTITUTION

Date: _____

Scott Shimoda
Procurement Specialist
University of Hawaii
Email: scottmhs@hawaii.edu

Scott Shimoda:

Subject: **REQUEST FOR SUBSTITUTION**

Project Title: **IFB No. 25-0976 Furnish and Deliver ELECTRIC UTILITY CARTS for the University of Hawaii Maui College, Kahului, Hawaii.**

In accordance with the "SUBSTITUTIONS TO BE APPROVED IN ADVANCE" section of the BID REQUIREMENTS, I hereby submit for substitution the attached technical brochure(s) and statement of variances for your review and approval for the item(s) shown below:

<u>ITEM</u>	<u>SPECIFIED BRAND</u>	<u>SUBSTITUTE OR ALTERNATE BRAND</u>	<u>MODEL NUMBER</u>	<u>VARIANT FEATURES</u>
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I further certify that my request for substitution of the above items(s) has no other variant features.

Signature

Title

**NOTES: PLEASE USE YOUR COMPANY'S LETTERHEAD
IF NO VARIANT FEATURE, INDICATE "NONE"**

TECHNICAL SPECIFICATIONS

This section indicates the Technical Specifications for the equipment required. The Technical Specifications listed herein are the minimum requirements and are mandatory for an accepted bid.

Item No. 1 - Furnish and Deliver FIVE (5) Electric Utility Carts, Club Car Carryall 500, or approved substitution, substitution to be approved in advance, each with the following specifications:

Base Vehicle Specifications

- Motor: 48-volt DC
- Controller: 500 Amp - Solid State
- Horsepower: 3.7 Hp (2.7kW) Rated, Peak 20 Hp (14.9 KW)
- Max Torque: 71 Ft - Lbs (96.2 N-M) Rated @ 1450 Rpm
- Transmission: Direct Drive, Double Reduction Helical Gear
- Gear Selection: Forward/Neutral/Reverse
- Gear Ratio: 12.32:1
- Charger: DeltaQ QuiQ (1 KW High Frequency)
- Steering: Self-Adjusting Rack and Pinion
- Suspension (Rear): Semi-Independent Leaf Spring with Dual Hydraulic Shocks
- Brakes: 4-Wheel Mechanical Drum
- Park Brake: Foot Operated, Multi-Lock
- Body (Front & Finish): ArmorFlex with Automotive Paint/Clearcoat
- Body (Rear): Aluminum
- Wheelbase: 78.1 In
- Overall Height: 47.1 In
- Overall Length: 118 In
- Max Width (w/o Mirrors): 50.3 In
- Ground Clearance: 5.6 In
- Track Width (Front): 36.6 In
- Track Width (Rear): 39.5 In
- Vehicle Curb Weight: 1393 Lb
- Bed Load Capacity: 800 Lbs
- Total Vehicle Capacity: 1200 Lb
- Towing Capacity: 1500 Lb
- Combination Rated Capacity: 1500 Lb
- Speed 5-17 Mph
- Warranty - Battery: 4 Year Limited Battery Warranty
- Warranty - PowerTrain: 3 Year Limited Powertrain and Frame Warranty
- Warranty - Vehicle: 2 Year Limited Remaining Vehicle

Selected Options

- Exterior Color: Green
- Seating: Gray Seats
- Powertrain: Electric
- Batteries: Extended-Range 6V Batteries
- Instrument Panel - Electric
- Rear Body Configuration: Medium Cargo Box
- Bed/Box Accessories: Aluminum Locking Tool Box, Cargo
- Tire & Wheels: Premium 6-Ply Rated Tires - 20 x 10-10
- Wheel Covers: 5-Spoke Silver Wheel Cover Kit (Set of 4)
- Canopy: Carryall Canopy – Black or White
- Suspension: Heavy Duty Front Suspension
- Cab: No Cab
- Windshield: Hinged Windshield
- Lighting Options: Tail Lights, Brake Lights and Horn
- Headlights: LED Headlights
- Strobe Lights: Canopy Mounted Strobe Light
- Reflectors: Standard Reflector Package
- Mirrors: 5-Panel Rear View Mirror
- Hitch: Heavy-Duty 2-Inch Rear Receiver
- Steering Wheel
- Commercial 2-Year Extended Warranty
- Bed Lift Installation for Electric Vehicles

Item No. 2 - Furnish and Deliver SEVEN (7) Electric Utility Carts, Club Car Carryall 500, or approved substitution, substitution to be approved in advance, each with the following specifications:

Base Vehicle Specifications

- Motor: 48-volt DC
- Controller: 500 Amp - Solid State
- Horsepower: 3.7 Hp (2.7kW) Rated, Peak 20 Hp (14.9 KW)
- Max Torque: 71 Ft - Lbs (96.2 N-M) Rated @ 1450 Rpm
- Transmission: Direct Drive, Double Reduction Helical Gear
- Gear Selection: Forward/Neutral/Reverse
- Gear Ratio: 12.32:1
- Charger: DeltaQ QuiQ (1 KW High Frequency)
- Steering: Self-Adjusting Rack and Pinion

- Suspension (Rear): Semi-Independent Leaf Spring with Dual Hydraulic Shocks
- Brakes: 4-Wheel Mechanical Drum
- Park Brake: Foot Operated, Multi-Lock
- Body (Front & Finish): ArmorFlex with Automotive Paint/Clearcoat
- Body (Rear): Aluminum
- Wheelbase: 78.1 In
- Overall Height: 47.1 In
- Overall Length: 118 In
- Max Width (w/o Mirrors): 50.3 In
- Ground Clearance: 5.6 In
- Track Width (Front): 36.6 In
- Track Width (Rear): 39.5 In
- Vehicle Curb Weight: 1393 Lb
- Bed Load Capacity: 800 Lbs
- Total Vehicle Capacity: 1200 Lb
- Towing Capacity: 1500 Lb
- Combination Rated Capacity: 1500 Lb
- Speed 5-17 Mph
- Warranty - Battery: 4 Year Limited Battery Warranty
- Warranty - PowerTrain: 3 Year Limited Powertrain and Frame Warranty
- Warranty - Vehicle: 2 Year Limited Remaining Vehicle

Selected Options

- Exterior Color: Dark or Classic Blue
- Seating: Gray Seats
- Powertrain: Electric
- Batteries: Extended-Range 6V Batteries
- Instrument Panel - Electric
- Rear Body Configuration: Medium Cargo Box
- Bed/Box Accessories: Aluminum Locking Tool Box, Cargo
- Tire & Wheels: Premium 6-Ply Rated Tires - 20 x 10-10
- Suspension: Extra Heavy Duty Front Suspension
- Cab: Basic Cab Kit W/AS1 Windshield
- Rear Window
- Lighting Options: Tail Lights, Brake Lights and Horn
- Headlights: LED Headlights
- Reflectors: Standard Reflector Package
- Mirrors: Cab Interior Rear View Mirror Kit
- Hitch: Heavy-Duty 2-Inch Rear Receiver
- Steering Wheel

- Commercial 2-Year Extended Warranty
- Bed Lift Installation for Electric Vehicles

All questions pertaining to the Technical Specifications must be submitted per the instructions in the QUESTIONS AND REQUESTS FOR CLARIFICATION section of the NOTICE TO BIDDERS. The submittal of a bid shall be considered as acceptance of the specifications as published.

SPECIAL PROVISIONS

1. SCOPE

The Furnishing and Delivery of Electric Utility Carts to the University of Hawaii Maui College, University of Hawaii, Kahului, Hawaii shall be in accordance with the terms and conditions of IFB No. 25-0976 and the General Provisions dated September 2013 included by reference. The General Provisions may be viewed at:

<https://www.hawaii.edu/procurement/vendor-info/terms-and-conditions/general-provisions-for-goods-and-services/>

2. AUTHORITY

IFB No. 25-0976 is issued under the provisions of Hawaii Revised Statutes, Chapters 103 and 103D. All prospective bidders are charged with presumptive knowledge of all requirements of the cited legal authorities. Submission of a valid executed bid by any prospective bidder shall constitute an affirmation of such knowledge on the part of such prospective bidder.

3. TECHNICAL REPRESENTATIVE OF THE PROCUREMENT OFFICER (TRPO)

The Technical Representative of the Procurement Officer is Melvin Hipolito, Jr., Facilities Physical Plant Manager, telephone: (808) 984-3627.

4. DELIVERY

Delivery shall be made within ONE HUNDRED AND EIGHTY (180) consecutive calendar days from the dated designated in the Notice to Proceed. The Contractor shall contact the Technical Representative to coordinate delivery for the equipment being furnished under this contract and shall deliver the equipment to:

University of Hawaii Maui College
310 W. Kaahumanu Avenue
Kahului, Hawaii 96732

5. SERVICE OF EQUIPMENT

Contractor shall have maintenance services available locally to address warranty issues during the warranty period and repair support within TWENTY-FOUR (24) hours of service call.

6. MANUALS AND INSTRUCTIONS

The Contractor shall provide the University with operating and maintenance manuals of the equipment furnished under this contract.

7. WARRANTY

The equipment furnished shall be new and as specified. The Contractor shall provide a FOUR (4) year limited battery warranty, THREE (3) year limited powertrain and frame warranty, TWO (2) year limited remaining vehicle warranty, and Commercial TWO (2) year extended warranty. The Contractor shall replace and/or repair any defective workmanship and/or materials at no cost to the University during the period of warranty, provided such defects are not due to abuse or negligence on the part of the University.

8. PAYMENT

The Contractor shall be remunerated upon satisfactory delivery and acceptance of the equipment, and submission of a properly executed original invoice and ONE (1) copy, indicating the contract number, to, University of Hawaii Maui College, Business Office, 310 W. Kaahumanu Avenue, Kahului, HI 96732.