**FLEET, ALTERNATE FUEL AND POLICE VEHICLE REQUIREMENTS FOR 99SWC-S1495**

* **Dealer Hosted Website**

The dealer must develop and maintain accessible website for fleet, alternate fuel and police vehicles including base price and any option packages and itemized options available. Designated fleet, alternate fuel and police vehicles must be easily viewed and clear and concise. This website must be kept up-to-date and be easy-to-use. The website must be ready to use at the start of this contract – July 1, 2021.

* **Vehicle Types**

Vendors must provide information for vehicle types being requested on vendor’s punch-out catalog. Vehicle types include passenger vehicles, pick-up trucks, cab and chassis, vans and sport utility vehicles. It is suggested but not mandatory to use the format listed in the ‘*Attachments*’ tab for fleet, alternate fuel and police vehicle types in *NevadaEPro*.

* **Dealers License**

All vehicle dealers submitting pricing shall be certified as franchised dealers and shall comply with all provisions of Nevada Revised Statute 482.350. Vendors are required to submit their Nevada Dealers License Number.

Nevada Vehicle Dealers License Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* **Administrative Fee and Reporting**

All vendors must agree to the administrative fee and reporting. Please see additional information in the ‘Attachments’ tab in *NevadaEPro*.

* **Responding to PO’s**

All vendors must respond to quotes or bid solicitations and accept purchase orders within the *NevadaEPro* system.

## Vehicles for which vendors are providing pricing must:

* Have body model number clearly labeled on all documents.
* Meet the latest Federal Safety Regulations.
* Meet the requirements of the Nevada Revised Statutes, Chapter 482.318 et

seq.; 482.135 and 484 as applicable.

* Comply with the most current Federal Motor Safety Standards and Federal

EPA Standards.

* Be of the manufacturer’s current design for the type of vehicle and

equipment specified, complete with all standard operating accessories customarily furnished with these vehicle types whether stipulated herein or not, together with such modification and attachments as may be necessary to enable the vehicle to function reliably and efficiently in sustained operation.

## Vendors shall provide local (within the State of Nevada) authorized service and repair. Please specify name, address and phone number of nearest service shop. Specify repair and maintenance services available and any associated costs.

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## Each vehicle delivered as a result of an award must have:

* All pre-delivery checks, including inspection of all equipment to assure

proper operation and/or adjustment including, but not limited to the crankcase, differential engine and transmission filled to the manufacturer’s recommended capacity with the recommended type of lubricant to ensure vehicle is ready to be placed into services.

* Fuel filled to a minimum 5-gallon capacity.
* All equipment listed as standard furnished with the vehicle whether or not

the equipment is listed within these specifications.

* All tires balanced.
* Front end properly aligned.
* Headlights properly adjusted.
* One (1) manufacturer’s standard operator manual.
* One (1) manufacturer’s warranty.

## Minimum standard equipment for each vehicle type must include the following:

* Anti-lock Brake System (ABS)
* Air Bags: Driver and Passenger side
* Air Conditioning
* Cruise Control
* Gas or Diesel Fuel Engine
* Exterior Color
* Tinted Glass
* Mirrors: Exterior
* Power Brakes
* Power Steering
* Power Locks
* Power Windows
* Seats: Cloth/Vinyl
* Tires: All season, mud and snow rated; spare tire
* Transmission: Automatic

## Vendors are encouraged to provide information and/or pricing on any upfit packages i.e., service bodies, flat beds, etc.

## Warranty and Maintenance Requirements

* Vendor must provide the standard manufacturer’s warranty as a minimum.
* A copy of the manufacturer’s and/or vendors standard warranty must be

provided with vehicle upon delivery.

* Vendor must provide details of any upgrade or delayed start warranty or

maintenance policy including costs.

* All warranty and recall service shall be performed at a factory authorized

service facility located with the State of Nevada.

## Vendor must provide information regarding build-out dates on specified vehicles. Failure to do so can/may lead to replacement vehicle at contract pricing.

## Vendor must review all purchase orders prior to accepting the order and must call the State Purchasing Division or the local government or political subdivision within five (5) working days of placing an order to verify any discrepancies. Failure to identify and/or verify discrepancies will be the responsibility of the vendor. Any associated costs, fees or increases as a result of the vendor’s failure to identify and/or verify orders will be at the expense of said vendor. Purchase orders for vehicles which have been built out may be subject to cancellation.

## Please specify options of how purchase orders may be handled after model year-end cut-off date.

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## Vendor must specify how vehicles will be supplied to the State that were purchased prior to cut-off, but will not be built or shipped by the factory.

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## All dealers are to fill out the Dealers Report of Sale and Manufacturer Statement of Origin from information provided on each purchase order. Invoices must be sent (preferably via email) to the bill to address listed on the NevadaEPro purchase order. Invoicing for local governments and political subdivisions must be sent directly to each entity that purchased the vehicle(s).

## All equipment, included in the base vehicle description and/or itemized options, must be factory installed when it is factory available. The Nevada State Purchasing Division, the purchasing local government or political subdivision whichever is applicable must receive prior notification whenever any local installation is to be performed. Any equipment or options included in the base vehicle description that is to be locally installed must be clearly listed.

## Vehicles shall NOT have any dealer information advertised on the vehicle body; vehicles delivered with any dealer information or decals may be subject to an administration fee of $300.00.

## Vendor shall set up Fleet Account Numbers (FAN) information for State agencies.

## Parts and Labor Rates

Please provide your pricing structure for OEM replacement parts and accessories purchased by the State as well as service department labor rates for any services performed by your dealership.

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The rates provided will be for the first two (2) years of the contract with the option to renew for an additional two (2) years if deemed to be in the best interest of the State.

Comply \_\_\_\_\_Yes \_\_\_\_\_No

### Has your parts and service departments been notified of the parts and service pricing structure provided in the State bid?

### \_\_\_\_\_Yes \_\_\_\_\_No