

March 10, 2025

BID INVITATION

Parkland College invites you to submit a written bid for a **Ford F-350**. Specifications and bidding requirements are enclosed.

Please address written bids to Purchasing, Room A108, Parkland College, 2400 West Bradley Avenue, Champaign, IL 61821-1899. Bid envelopes should be marked "**BID # 2025-010 Ford F-350**" to ensure delivery. Bids must be received no later than **2:00 p.m. on Monday, March 24, 2025**, at which time they will be publicly opened and read in **Room A108**. Any bid not received by said time and date will not be considered. Bids sent by facsimile machine or email will not be accepted.

All bidders are welcome to attend the public bid opening. If you choose not to attend, you may contact the Purchasing Agent, at (217) 351-2232, or via email at purchasing@parkland.edu, to obtain the results of the bid. No information regarding the recommendation to the Board of Trustees will be released until after the Board of Trustees meet on April 23, 2025.

The Board of Trustees of Parkland College reserves the right to reject all or any part of a bid submitted, to waive any technicalities or informalities in the bidding, and to accept bids or combination of a bid deemed most favorable to and in the best interest of the college after all bids have been examined and evaluated. All bidders must fully comply with all local, state, and federal laws regarding bidding on public projects and the performance of services or supplying of goods under a bid.

Questions regarding the bid specifications may be addressed to Purchasing, at (217) 351-2232, or via email at purchasing@parkland.edu.

Sincerely,

Chris Randles
V.P. of Administrative Services and Chief Financial Officer

Enc: Bid form
 Return envelope

Prices and Payments:

1. All bid prices shall be complete and include warranty on parts & service, removal and disposal of old unit, delivery, and installation of new unit to Parkland College, 2400 West Bradley Avenue, Champaign, Illinois 61821. Delivery date installation must be coordinated with Parkland College staff.
2. Contract will be an official Parkland College purchase order to be issued after approval of the bid by the Board of Trustees.
3. Payment shall be made in accordance with these specifications and the bid proposal submitted by the bidder. Bid will be valid for a period of sixty days from date of bid opening.
4. Any exceptions or deviations from the bid specifications must be addressed in writing and submitted with the bid.
5. Parkland College is tax exempt. A copy of the exemption certificate will be furnished on request.

Any bid not received by said time and at said place will not be considered. Bids sent by facsimile machine or email will not be accepted. The bids will be publicly opened and announced at 2:00 p.m., Monday, March 24, 2025, Room A108 on the Parkland College campus. No decision will be made at that time.

Scope

This specification is written around specific needs of the college and has been done to support the use of a fifth-wheel career engagement trailer. The truck and trailer combination will be used to collaborate with K-12 districts and community-based organizations to increase partnerships and promote college and career pathways to district 505 residents.

Purpose

The purpose of these specifications is to support the towing requirements and support staff travel of the fifth-wheel career engagement trailer.

General

These are the specifications for a truck to meet the towing capacity and needs of the college. Bidders must answer all questions. Any unanswered questions will be considered noncompliant and nonresponsive and subject to rejection.

Business Enterprise for Minorities, Females, and Persons with Disabilities

Consistent with the Business Enterprise for Minorities, Females, and Persons with Disabilities Act, 30 ILCS 575/0.01, *et seq.* (the “Act”), it is the policy of Parkland College to foster and encourage the continued economic development of minority owned businesses, female owned businesses, and businesses owned by a person with a disability.

When Parkland College is required to competitively bid a contract, the bid documents shall additionally require all potential bidders to submit their name, the bid amount, a statement confirming whether the bidder is including in its bid work to be performed by certified as a minority owned businesses, female owned businesses, and businesses owned by a person with a disability.

Are you certified as a minority owned business or female owned or person with a disability owned business?

Yes ____ No ____

SPECIFICATIONS AND REQUIREMENTS

Please prepare your line-itemized bid to clearly reflect specifications outlined below.

Ford F-350:

- 1. Condition is new
Does your bid comply? Yes ____ No ____

- 2. Trim is XLT or higher
Does your bid comply? Yes ____ No ____

- 3. Equipped with 7.3L gasoline engine
Does your bid comply? Yes ____ No ____

- 4. Equipped with dual rear wheel (DRW)
Does your bid comply? Yes ____ No ____

5. Equipped with 5th wheel/gooseneck hitch prep package

Does your bid comply?

Yes ___ **No** ___

6. Equipped with 5th wheel hitch kit – 20K

Does your bid comply?

Yes ___ **No** ___

7. Vehicle exterior color is black

Does your bid comply?

Yes ___ **No** ___

BID FORM

BID # 2025-010

Ford F-350

New Ford F-350 as per bid specifications:

Total Cost \$ _____
(Price to include warranties, fees, and delivery)

Vendor Name: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ Fax Number: _____

Email: _____

Authorized Representative (please print) _____

Signature of Authorized Representative _____

Any deviations to these specifications shall be addressed in writing and submitted with bid.