



## Statewide Contract Information Sheet

<b>Statewide Contract Number</b>	<b>99999-SPD-40199373</b>	<b>NIGP Code</b>	<b>See NIGP Tab</b>
<b>Name of Contract</b>	<b>Administrative Vehicles, Regular and Alternatively Fueled</b>		
<b>Effective Date</b>	<b>11-15-2013</b>	<b>Expiration Date</b>	<b>11-30-2024</b>
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<b>Supplier Contract Information</b>			
<b>Statewide Contract Number</b>	<b>99999-SPD-ES40199373-009S</b>		
<b>PeopleSoft Vendor Number</b>	<b>0000011786</b>	<b>Location Code</b>	<b>000001</b>
<b>Vendor Name &amp; Address</b>			
<b>Wade Ford, Inc.</b> <b>3860 S Cobb Dr</b> <b>Smyrna, GA 30080</b>			
<b>Contract Administrator</b>			
<b>Roger Moore</b> <b>Phone: 678-460-3881</b> <b>Fax: 770-433-2412</b> <b>Email: rmoore@wade.com</b>			
<b>Contact Details</b>			
<b>Ordering Information</b>	<b>Wade Ford Inc.</b> <b>3860 S Cobb Drive</b> <b>Smyrna, GA 30080</b>		
<b>Remitting Information</b>	<b>Wade Ford Inc.</b> <b>3860 S Cobb Drive</b> <b>Smyrna, GA 30080</b>		
<b>Delivery Days</b>	<b>Orders will be shipped within</b> <b>120 days after receipt of Purchase</b> <b>Order</b>		
<b>Discounts</b>	<b>0%</b>		
<b>Payment Terms</b>	<b>Net 30 days</b>		
<b>Bid Offer includes</b>	<b>State and Local Governments</b>		
<b>Acceptable payment method</b>	<b>Purchase Orders, EFT</b>		

## Contract Renewals/ Extensions/ Changes

8-1-2014 Contract amended to allow suppliers to sell any option in their inventory at dealer invoice cost or below, plus 1%

**Contract Renewal #1: 12/01/2014-11/30/2015**

**Contract Renewal #2: 12/01/2015-11/30/2016**

**Contract Renewal #3: 12/01/2016-11/30/2017**

**Extension 1: 12/01/2017 - 11/30/2018**

**Extension 2: 12/01/2018 - 11/30/2019**

**Extension 3: 12/01/2019 - 11/30/2020**

**Extension 4: 12/01/2020 - 11/30/2021**

**Extension 5: 12/01/2021 - 11/30/2022**

**Extension 6: 12/01/2022 - 11/30/2023**

**Extension 7: 12/01/2023 - 11/30/2024**

**Amendment #10: Contract amended to temporarily modify the vehicle ordering process due to supply chain disruptions. See page below for details of the Request to Use Modified Vehicle Ordering Process.**

### **NIGP CODES:**

**07104 --- Sedans**

**07201--- Class 1 Trucks (6,000 lb. GVWR or less. (F-150 F-250)**

**07202 --- Class II Trucks (6,001-10,000 lb. GVWR (F-350)**

**07180 --- SUV's, Crossover SUV's**

**07190 --- Vans, Cargo**

**07192 --- Vans, Passenger (Regular and Handicapped Equipped)**

Detailed Pricing and Order Sheets "My Vehicle"

See Detailed Pricing Sheet (Ordering Instructions)

AWARD: Please refer to the Notice of Award Document.

# Request to Utilize Modified Vehicle Ordering Process

Only for Use Administrative Vehicles Statewide Contract #99999-SPD-ES40199373

- a. Agency Buyers are required to utilize the mandatory statewide contract to purchase vehicles. Awarded suppliers within each vehicle class/category must be used to purchase the vehicle desired by the Agency.
- b. Suppliers in the awarded vehicle class/category have up to ten (10) business days to commit in writing their ability to fulfill orders received by Agency. If the awarded supplier cannot commit to fulfill orders received by the Agency Buyer within the ten (10) business day window, the Agency Buyer must receive written documentation that the order cannot be fulfilled.
- c. After the Agency has received documentation from the awarded supplier that the order cannot be fulfilled, the Agency can submit an Authority To Utilize an Alternative SWC Supplier request to Contract Management requesting the ability to submit orders to any of the other statewide contract vehicle suppliers who were not in the awarded vehicle class/category to determine if they have available inventory.
- d. The request submitted to Contract Management from the Agency must be in writing and include:
  - Proof that the supplier in the awarded vehicle class/category was contacted and provided an opportunity to respond.
  - Documentation from the awarded supplier indicating it could not fulfill the order.
- e. If the request is approved by Contract Management, the Agency must then reach out to all the non-awarded statewide contract vehicle suppliers within the vehicle class/category to determine if they have available inventory to meet Agency needs. The non-awarded vehicle statewide contract suppliers can choose to respond to Agency request and offer to provide a vehicle at either the current awarded SWC price or provide their best available price. Agency will choose the best supplier based on pricing and time of delivery.
- f. This process may be utilized by all Authorized Users provided its local laws, rules, and regulations allow.

Please Note: This process change is effective beginning July 11, 2022 and will remain in effect until the State Purchasing Division determines the change is no longer needed.

## VEHICLE SPECIFICATIONS

### Instructions for Finding Standard Equipment

#### Instructions for Ford Standard Equipment

1. Click on <http://www.ford.com/>
2. Select Vehicle Class
3. Select Vehicle
4. Select “ Specs” from menu bar
5. Select “View all”

#### Instructions for Chevrolet Standard Equipment

1. Click on <http://www.chevrolet.com/>
2. Select Vehicle Class (ie. Car, Crossover SUV, SUV etc.)
3. Select Vehicle
4. Click “Learn More”
5. Click “ Models & Specs”
6. Click “Standard and Optional Equipment”

#### Instructions for Kia Standard Equipment

1. Click on <http://www.kia.com/us/en/#/home?series=soul&year=2014>
2. Select “Vehicles” → “See all Vehicles”
3. Select Vehicle
4. Click “ Features & Specs” in menu bar

### Instructions for Mazda Standard Equipment

1. Click on <http://www.mazdausa.com/MusaWeb/displayHomepage.action>
2. Select "All Vehicles" from menu bar
3. Select Vehicle class
4. Select "Explore More"
5. Select "Specs" from menu bar

### Instructions for Jeep Patriot Standard Equipment

1. Click on <http://www.jeep.com/en/> -
2. Select "Vehicles" from the menu bar
3. Select "2014 Patriot"
4. Select "Specs" from the menu bar

**STATE OF GEORGIA GENERAL SPECIFICATIONS**  
**for**  
**AUTOMOBILES, SPORT UTILITY VEHICLES AND LIGHT DUTY TRUCKS**

**NOTE:** Requirements specified herein shall apply to all automobiles and station wagons purchased by the State of Georgia. This specification is not complete without specific requirements in the detail specifications. In the event of conflict between this specification and the detail specifications, the detail specification shall apply.

**APPLICABLE DOCUMENTS:** Reference to publications in the detail specifications shall apply to those issues in effect on the date of the invitation to bid, unless otherwise specified.

**DESIGN:** New models in current production, complete with all necessary operating components and accessories customarily furnished, together with such modifications as may be necessary to enable the vehicle to function reliably and efficiently in sustained operation. Design to permit accessibility for maintenance purposes with minimal disturbance of other components or assemblies. The term "heavy duty" as used to describe an item, shall be defined to mean in excess of the usual performance, quantity, quality or capacity that is normally supplied with the standard production item.

**COMPONENTS, ASSEMBLIES AND ACCESSORIES:** The vehicle shall have all of its components, assemblies and accessories installed and shall be delivered to the State meeting or exceeding all applicable requirements of the Environmental Protection Agency Regulations, Federal Motor Vehicle Safety Standards, Federal Motor Carrier Safety Regulations and Industry Specifications, Standards and Regulation that are in effect on the date of manufacture. **NOTE:** All Components, assemblies, and accessories shall be Factory Installed unless otherwise noted. All pick up trucks shall have Fleetside type cargo boxes with step type bumpers. Standard size pick up trucks shall have a minimum of forty-nine (49) inches width between cargo box wheel housings. Bumpers may be factory or locally installed. In the event bumpers are locally installed, they shall meet or exceed factory standards, particularly with regard to tongue weight and tow weight.

**STANDARD EQUIPMENT:** The vehicle shall include all components, assemblies and accessories as offered by the vehicle manufacturer and referred to as "standard equipment or features".

**EMISSION CONTROLS:** All vehicles must be certified to the low emission vehicle (LEV), ultra-low emission vehicle (ULEV), or zero emission vehicle (ZEV) standards as defined by the United States Environmental Protection Agency in 40 CFR Part 88 Subpart A and qualify as a Clean Fueled Vehicle under Georgia Rules for Clean Fueled Fleets, Chapter 391-3-22.

**INTERIOR & EXTERIOR SOUND LEVEL:** Vehicles shall comply with Federal Interstate Noise Standards.

**COOLING SYSTEMS:** Liquid pressurized forced circulation type, consisting of the necessary components of such design and capacity to maintain the engine at optimum safe temperature under all operating conditions without any loss of coolant. Optimum engine temperatures shall be maintained with the vehicle loaded and continuously operating at all driveable altitudes and grades in ambient temperatures ranging from minus 30 to 120 degrees F. Thermostat controlled and suitable for operation with permanent type antifreeze solution. Easily accessible drain outlets shall be provided to allow complete cooling system drainage. Coolant recovery system to be furnished.

**WHEELS:** Manufacturers recommended size and capacity for the vehicle offered. Rim contours and sizes shall conform to the current recommendations of the Tire and Rim Association, Inc.

**TIRES:** All tires furnished shall be blackwall, tubeless type, steel belted radial, with standard highway tread design. Capacity to the maximum load imposed by the evenly and fully loaded vehicle. Conform to the Tire and Rim Association, Inc. Spare tire and wheel, factory installed, shall be furnished.

**TOOLS:** Jack and Lug Wrench, Factory Installed, for each vehicle.

**EXHAUST SYSTEM:** Manufacturer's heaviest duty system available for engine furnished. Corrosion resistant and securely fastened and routed to protect components from hazards. System shall comply with Federal Motor Vehicle Safety Regulations.

**CONTROLS, INSTRUMENTS AND OPERATING MECHANISMS:** Located for left hand drive. Complete and conveniently accessible to driver. Instruments and controls clearly identified as to function.

**HEATER AND DEFROSTER:** Hot water heating systems with fresh air intakes. Discharge outlets to floor and defroster louvers shall be provided. Systems shall be equipped with variable temperature control and multiple speed blowers.

**EXTERIOR FINISHES:** Standard production colors.

**MATERIALS:** New and of quality conforming to current engineering and manufacturing practice. No defects and suitable for the intended service.

**SERVICE AND REPAIR:** The State of Georgia shall expect the manufacturer to have adequate stocks of replacement parts available to service State vehicles and to make delivery within a reasonable time of all normal replacement parts to their dealers who may service State vehicles. The State further expects that warranty service and repairs as well as non warranty service and repairs will be handled without prejudice by local dealerships throughout the United States.

**WARRANTY:** Vehicles shall be fully warranted against defective materials and workmanship by the manufacturer for the period stated in the "Instructions to Bidders from the date of delivery and acceptance. However, if additional warranty coverage on the whole or any components of the vehicle, in the form of time and/or mileage including any prorata arrangements, is normally extended to commercial customers, the state shall receive corresponding warranty benefits.

**RESPONSIBILITY FOR INSPECTION:** Unless otherwise specified in the contract or purchase order, the supplier shall be responsible for the performance of all inspection and test requirements necessary to ensure compliance with requirements of this and the applicable detail specifications. This action does not preclude subsequent inspection and testing by the State of Georgia to further determine conformance with specification requirements for performance, quality standards of workmanship, material and construction techniques.

**PRE-DELIVERY SERVICING AND ADJUSTMENT:** The dealer shall not attach any dealer identification, advertising or similar material to the vehicle. Prior to acceptance by the State inspector, the dealer shall service and adjust each vehicle for operational use, to include as a minimum, the following:

Focusing of lights  
Tuning of engine  
Adjustment of accessories

Checking of electrical, braking and suspension systems.  
Charging of battery

Alignment of front end

Inflation of tires

Balancing of all wheels, including the spare

Complete servicing of engine, chassis and operating mechanisms with recommended grades of lubricants or fluids for the ambient air temperature at the point and time of delivery.

Servicing of cooling system with permanent type antifreeze and summer coolant for minus 20 degrees F. protection.

Servicing of windshield washer reservoir with water and appropriate additives. A minimum of 1/4 tank of fuel.

**DOCUMENTS:** Each vehicle shall be delivered with complete certification of origin, tag application, warranty, owner's manual and any other necessary credentials.

## **SPECIAL CONTRACT TERMS AND CONDITIONS**

### **1. CONTRACT PERIOD**

The initial contract performance period is from date of award for a period of (2) model years (2009 and 2010). The Department has the option to renew the contract up to two (2) additional consecutive one (1) model year periods under the same terms and conditions with mutual consent from the vendor. Renewals for lease purchase agreements will occur annually and will be subject to appropriations and terms of the attached contract.

### **2. SPECIFICATIONS AND TECHNICAL SUPPORT**

**Awarded vendors will provide commercial bumper to bumper warranty for 36 months or 36,000 miles. Commercial power train warranty will be 5 years or 60,000 miles and rust through warranty shall cover 72 months or 100,000 miles. All other commercial warranties will apply.**

### **3. INSURANCE AND BONDING**

**a. Offeror is required to maintain the following insurance coverage's during the term of the contract:**

**Workers Compensation Insurance (Occurrence) in the amounts of the statutory limits established by the General Assembly of the State of Georgia (A self-insurer must submit a certificate from the Georgia Board of Workers Compensation stating that the Awarded Offeror(s) qualifies to pay its own workers compensation claims.) In addition, the Offeror shall require all subcontractors occupying the premises or performing work under the contract to obtain an insurance certificate showing proof of Workers Compensation Coverage with the following minimum coverage's:**

**Bodily injury by accident--per employee \$100,000;  
Bodily injury by disease--per employee \$100,000; Policy  
limits \$500,000.**

**Commercial General Liability Policy per occurrence \$1,000,000.**

**Business Auto Policy to include but not be limited to liability coverage on any owned, non-owned and hired vehicle used by the Offeror or Offeror's personnel in the performance of this contract. The Business Automobile Policy shall have a per occurrence limit of \$1,000,000.**

**b. The foregoing policies shall contain a provision that coverage afforded under the policies will not be canceled, or not renewed or allowed to lapse for any reason until at least thirty (30) days prior written notice has been given to the State Entity. Certificates of Insurance showing such coverage to be in force shall be filed with the State Entity prior to commencement of any work under the contract. The foregoing policies shall be obtained from insurance companies licensed to do business in Georgia and shall be with companies acceptable to the State Entity, which must have a minimum AM Best rating of A-.All such coverage shall remain in full force and effect during the term and any renewal or extension thereof.**

### **4. PRICES**

**a. Optional Equipment Bidders must provide a price for optional equipment for each vehicle bid. These prices shall be at dealer's cost and will remain firm during the life of the contract. All optional equipment shall be factory installed unless otherwise noted.**

**b. FOB - Regional Delivery**

**Bidders must provide a fixed rate for delivery to Facilities and/or State Agencies within each region. Exceptions to this requirement will not be considered and will result in disqualification of bid.**

## **5. ORDERS**

- a. Within five (5) days after the awarded vendor receives an order from a State Agency and the order has been placed with the manufacturer, the awarded vendor shall by fax or certified letter notify the agency with the date and time along with all other pertinent information confirming that the order has been placed.**
- b. State invoices will have the purchase order referenced.**

## **6. VEHICLE EQUIPMENT DATA SHEET**

**This document shall be submitted with bid for every type of vehicle bidding on. Failure to provide information as required will result in rejection of the bid line item.**

## **7. EMISSION CONTROL**

**Throughout model years of production during the term of this contract, all vehicles provided under this contract must be certified to the low emission vehicle (LEV), ultra-low emission vehicle (ULEV), or super ultra-low emission vehicle (SULEV); not California Phase II gasoline, and zero emission vehicle (ZEV) emission standards as defined by the United States Environmental Protection Agency. For additional information see the attached State of Georgia General Specifications titled Automobiles and Station Wagons.**

## **8. PURCHASE ORDER APPROVALS**

**Purchase orders and lease agreements for motor vehicles submitted by any state of Georgia Executive branch agency require prior approval by the Department of Administrative Services (DOAS) Office of Fleet Management (OFM) before the purchase order or lease may be accepted by a vendor. Approval is indicated by an "APPROVED" datestamp and signature from DOAS OFM. Vehicle purchases or leases from statewide contracts by county and municipal government agencies, and by the state of Georgia Judicial Branch do not require this approval. Questions concerning validity of purchase orders or lease agreements received without a date-stamp indicating approval should be referred to the DOAS, OFM.**

### **DOAS CONTRACT INFORMATION**

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