

The Procurement Division of Knox County, Tennessee will receive sealed proposals for the provision of **Mobile Medical Unit** as requested by Knox County. Proposals must be received by **2:00 p.m. on July 13, 2023**. Late proposals will neither be considered nor returned.

**Deliver Proposal To:**

**Proposal Number 3428  
Knox County Procurement Division  
Suite 100  
1000 North Central Street  
Knoxville, Tennessee 37917**

**The Proposal Envelope must show the Company Name, Proposal Number, Proposal Name & Proposal Closing Date.**

**SECTION I GENERAL TERMS AND CONDITIONS**

- 1.1 ADDITIONAL INFORMATION:** Knox County wants requests for additional information routed to Todd Hickman, Buyer, at 865.215.5603 or emailed to [todd.hickman@knoxcounty.org](mailto:todd.hickman@knoxcounty.org). If you have not heard from the Buyer in a reasonable amount of time, please call for further assistance. Information about the Knox County Procurement Division and current proposals may be obtained on the internet at [www.knoxcounty.org/Procurement](http://www.knoxcounty.org/Procurement).
- 1.2 ACCEPTANCE:** Proposers shall hold all pricing and percentages proposed firm and subject to acceptance by Knox County for a period of ninety (90) calendar days from the date of the proposal closing, unless otherwise indicated in their proposal.
- 1.3 ALTERNATIVE PROPOSALS:** Knox County will not accept alternate proposals (those not equal to specifications) unless authorized by the Request for Proposal (RFP).
- 1.4 AUDIT HOTLINE:** Knox County has established an Audit Hotline to report potential fraud and waste. To report potential fraud, waste or abuse, please call or 1.866.858.4443 (toll-free). You can also file a report online by accessing <http://www.knoxcounty.org/hotline/index.php>. **Vendors are hereby cautioned that this Audit Hotline does not replace the Award Protest Procedures found in Section VI, Item M of the Knox County Procurement Regulations.**
- 1.5 AWARD:** Award will be made to the most responsive, responsible proposer(s) meeting specifications, and which presents the product and/or service that is in the best interest of Knox County. Knox County also reserves the right to not award this proposal. Award will be made in accordance with the evaluation criteria specified herein. The award criteria are listed in Section 3.10.
- 1.6 BUSINESS OUTREACH PROGRAM:** Knox County has established a Business Outreach Program which has the responsibility of increasing opportunity for small, minority and women owned businesses. This is being accomplished through community education programs, policy edification, active recruitment of interested businesses and process re-engineering. Knox County is committed to ensuring full and equitable participation for all disadvantaged businesses. Knox County welcomes submittals from those disadvantaged businesses that have an interest in providing goods and/or services listed herein. In addition, Knox County strongly encourages the inclusion of disadvantaged businesses by non-disadvantaged Contractors who may wish to partner or subcontract portions of this agreement in order to accomplish the successful delivery of goods and/or services.

If you are a disadvantaged business and would like additional information about our Business Outreach Program, please contact:

Diane Woods, CPPB  
Administrator of Business Outreach  
Telephone: 865.215.5760  
Fax: 865.215.5778  
Email: [diane.woods@knoxcounty.org](mailto:diane.woods@knoxcounty.org)

- 1.7 **CLOSURES:** During periods of closure due to unforeseen circumstances in Knox County or closures at the direction of the Knox County Mayor, the Procurement Division will enact the following procedures in regard to solicitations and closures:
- If the Mayor closes the Administrative offices prior to the time set for solicitation opening of any business day, all solicitations due that same day will be moved to the next operational business day.
  - Other unforeseen circumstances shall be at the sole discretion of the Procurement Director.
  - Knox County shall not be liable for any commercial carrier's decision regarding deliveries during any unforeseen circumstances.
- 1.8 **CONFLICT OF INTEREST:** Proposers must have read and complied with the "Non-Conflict of Interest" statement provided in the vendor registration process prior to the opening of this solicitation.
- 1.9 **COPIES:** Knox County requires that proposals submitted by hand be submitted with one (1) marked original and one (1) exact copy. Proposers must submit with their written response an exact electronic version of their proposal in electronic format. **Knox County requests this electronic copy version be in one (1) complete file.**
- 1.10 **DECLARATIVE STATEMENT:** Any statement or words (i.e.: must, shall, will, etc.) are declarative statements and proposers **must** comply with the condition. Failure to comply with any such condition may result in their proposal being non-responsive and disqualified.
- 1.11 **ELECTRONIC TRANSMISSION OF PROPOSALS:** Due to the nature of this proposal, the Knox County Procurement Division will accept electronically transmitted proposals through the County's On-Line Procurement System. Email and facsimile submission are strictly prohibited.
- 1.12 **HOW TO DO BUSINESS:** Knox County utilizes a web-based Procurement software system, "KnoxBuys." The system provides our clients (vendors, county departments and the citizens of Knox County) with a more enhanced and end-user friendly means of accessing our services. The system allows for on-line vendor registration and maintenance, electronic receipt of purchase orders, on-line retrieval and submittal of quotes, proposals and proposals for our vendor-clients and on-line requisitioning and receiving for our county departments. In order for the County to maximize its investment and minimize the cost associated with office operations we need your help. When doing business with Knox County we are urging you to please go to our website at [www.knoxcounty.org/procurement](http://www.knoxcounty.org/procurement), register as a vendor in our on-line Procurement system, "KnoxBuys," if you have not done so and whenever possible to conduct your business with the County through this site. If you have any questions, please contact the Procurement Division Representative listed in Section 1.1 of this document.
- 1.13 **INCURRED COSTS:** Knox County will not be responsible for any costs incurred by the proposer in the preparation of their proposal.
- 1.14 **MULTIPLE PROPOSALS:** Knox County will consider multiple proposals that meet specifications.
- 1.15 **NON-COLLUSION:** Proposers, by submitting a signed proposal, certify that the accompanying proposal is not the result of, or affected by, any unlawful act of collusion with any other person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Tennessee or United States law.
- 1.16 **PAYMENT:** Knox County utilizes two (2) methods of placing orders for products. The first is the use of Purchase Orders. These Purchase Orders will be issued from the Knox County Procurement Division via the method selected by the Vendor during registration. The Purchase Order will detail the quantity, specific item(s) and the contracted price for each item.
- The second method is the use of the Knox County Credit Card (VISA). Orders placed on the credit card will list the same information as the Purchase Order. Vendors will be given the card information and approval to process the transaction for the requesting department. Vendors must indicate in their proposal response if the Vendor will accept the Knox County Credit Card (VISA) as form of payment. Proposers are prohibited to charge Knox County any type of merchant fee from their financial institution to accept this type of payment.
- 1.17 **POSSESSION OF WEAPONS:** All vendors and their employees and their agents are prohibited from possessing any weapons on Knox County property without prior written consent from the County. In the case of a vendor whose Contract requires possession of firearms or other weapons to successfully complete their Contract, vendor must provide personnel who are bonded to bear said weaponry.

- 1.18 PROCESSING TIME FOR PAYMENT:** Vendors are advised that a minimum of thirty (30) days is required to process invoices for payment.
- 1.19 PROOF OF FINANCIAL AND BUSINESS CAPABILITY:** Proposers must, upon request, furnish satisfactory evidence of their ability to fulfill all obligations of the contract in accordance with the terms and conditions of these specifications. Knox County will make the final determination as to the proposer's ability.
- 1.20 PROPOSAL DELIVERY:** Knox County requires respondents, when hand delivering submittals, to time and date stamp the envelope before depositing it in the proposal box. Knox County will not be responsible for any lost or misdirected mail sent by common carrier, nor will Knox County be responsible for submittals delivered to addresses and Suites other than the delivery address and Suite specified at the top of this solicitation. The time clock in the Procurement Division shall serve as the official record of time.
- Responses must be in a sealed envelope/box prior to entering the Procurement Division office. Procurement Division personnel are not allowed to see the submittal nor assist in placing documents in an envelope/box. Additionally, the Procurement Division is not responsible for providing materials (e.g. envelopes, boxes, tape) for submittals.**
- 1.21 RECYCLING:** Knox County, in its continuing efforts to lessen the amount of landfill waste and to further recycling efforts, requests that proposals being submitted on paper shall:
- 1.21.1** Be submitted on recycled paper
  - 1.21.2** Not include pages of unnecessary advertising
  - 1.21.3** Be made on both sides of each sheet of paper
- 1.22 RESTRICTIVE OR AMBIGUOUS SPECIFICATIONS:** It is the responsibility of the prospective proposer to review the entire Request for Proposal (RFP) packet and to notify the Procurement Division if the specifications are formulated in a manner that would unnecessarily restrict competition. Any such protest or question regarding the specifications or proposal procedures must be received in the Procurement Division by **June 29, 2023 @ 4:00 p.m.** local time. These requirements also apply to specifications that are ambiguous.
- 1.23 SIGNING OF PROPOSALS:** **In order to be considered all proposals must be signed. Please sign the original in blue ink.** By signing the proposal document, the proposer acknowledges and accepts the term and conditions stated in the document.
- 1.24 TAXES:** Knox County purchases are not subject to taxation. Tax exemption certificates will be provided upon request.
- 1.25 TITLE VI OF THE CIVIL RIGHTS ACT:** "Nondiscrimination in Federally Assisted Programs"- "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." 42 U.S.C. section 2000 et seq. It is the policy of Knox County Government that all its services and activities be administered in conformance with the requirements of Title VI.
- 1.26 USE OF PROPOSAL FORMS:** Vendors are to complete the proposal forms contained in the proposal package. Failure to complete the proposal forms may result in proposal rejection.
- 1.27 VENDOR DEFAULT:** Knox County reserves the right, in case of vendor default, to procure the goods or services from other sources and hold the defaulting vendor responsible for any excess costs occasioned thereby. Should vendor default be due to a failure to perform or because of a request for a price increase, Knox County reserves the right to remove the vendor from the County's proposal list for twenty-four (24) months.
- 1.28 VENDOR REGISTRATION:** Prior to the closing of this proposal, **ALL PROPOSERS** must be registered with the Procurement Division. Please register on-line at our website at [www.knoxcounty.org/procurement](http://www.knoxcounty.org/procurement) and click on "Online Vendor Registration." Vendors must be registered with the Procurement Division *prior* to submitting their proposal. Knox County shall not be responsible for technical difficulties experienced by vendors trying to register electronically less than twenty-four (24) hours prior to the proposal closing time.

1.29 **WAIVING OF INFORMALITIES:** Knox County reserves the right to waive minor informalities or technicalities when it is in the best interest of Knox County.

## SECTION II OBLIGATIONS, RIGHTS AND REMEDIES

These terms and conditions shall be part of the Contract. Knox County reserves the right to negotiate other terms and conditions it deems appropriate and necessary under the circumstances to protect the public's trust.

2.1 **ALTERATIONS OR AMENDMENTS:** No alterations, amendments, changes, modifications or additions to this Contract shall be binding on Knox County without the prior written approval of the County.

2.2 **APPROPRIATION:** In the event no funds are appropriated by Knox County for the goods or services in any fiscal year or insufficient funds exist to purchase the goods or services, then the Contract shall expire upon the expenditure of previously appropriated funds or the end of the current fiscal year, whichever occurs first, with no further obligations owed to or by either party.

2.3 **ASSIGNMENT:** Contractor shall not assign or sub-contract this agreement, its obligations or rights hereunder to any party, company, partnership, incorporation or person without the prior written specific consent of Knox County.

2.4 **BOOKS AND RECORDS:** Contractor shall maintain all books, documents, accounting records and other evidence pertaining to the goods and services provided under this Contract and make such materials available at its offices at all reasonable times during the Contract period and for three (3) years from the date of the final payment under this agreement for inspection by County or by any other governmental entity or agency participating in the funding of this agreement, or any authorized agents thereof; copies of said records to be furnished, if requested.

Such records shall not include those books, documents and accounting records that represent the Contractor's costs of manufacturing, acquiring or delivering the products and services governed by this agreement.

2.5 **CHILD LABOR:** Contractor agrees that no products or services will be provided or performed under this Contract that have been manufactured or assembled by child labor.

2.6 **COMPLIANCE WITH ALL LAWS:** Contractor is assumed to be familiar with and agrees to observe and comply with all federal, state, and local laws, statutes, ordinances, and regulations in any manner affecting the provision of goods and/or services, and all instructions and prohibitive orders issued regarding this work and shall obtain all necessary permits.

2.7 **DEFAULT:** If Contractor fails to perform or comply with any provision of this Contract or the terms or conditions of any documents referenced and made a part hereof, Knox County may terminate this Contract, in whole or in part, and may consider such failure or noncompliance a breach of Contract. Knox County expressly retains all its rights and remedies provided by law in case of such breach, and no action by Knox County shall constitute a waiver of any such rights or remedies. In the event of termination for default, Knox County reserves the right to purchase its requirements elsewhere, with or without competitive proposal.

2.8 **GOVERNING LAW; VENUE:** This agreement shall be exclusively construed, governed, and controlled by the Laws of the State of Tennessee without regard to principles of law, including conflicts of law, of any other jurisdiction, territory, country, and/or province. Any dispute arising out of or relating to this agreement shall exclusively be brought in the Chancery Court or the Circuit Court of Knox County, Tennessee. Each party consents to personal jurisdiction thereto and waives any defenses based on personal jurisdiction, venue and inconvenient forum.

2.9 **INCORPORATION:** All specifications, drawings, technical information, Request for Proposal, Proposal, Award and similar items referred to or attached or which are the basis for this Contract are deemed incorporated by reference as if set out fully herein.

2.10 **INDEMNIFICATION/HOLD HARMLESS:** Contractor shall indemnify, defend, save and hold harmless Knox County, its officers, agents and employees from all suits, claims, actions or damages of any nature brought because of, arising out of, or due to breach of the agreement by Contractor, its subcontractors, suppliers, agents, or employees or due to any negligent act or occurrence or any omission or commission of Contractor, its subcontractors, suppliers, agents or employees.

- 2.11 INDEPENDENT CONTRACTOR:** Contractor shall acknowledge that it and its employees serve as independent contractors and that Knox County shall not be responsible for any payment, insurance or incurred liability.
- 2.12 INSPECTION AND ACCEPTANCE:** Warranty periods shall not commence until Knox County inspects and formally accepts the goods and/or services. The terms, conditions and timing of acceptance shall be determined by Knox County. Knox County reserves the right to reject any or all items or services not in conformance with applicable specifications, and Contractor assumes the costs associated with such nonconformance. Acceptance of goods or services does not constitute a waiver of latent or hidden defects or defects not readily detectable by a reasonable person under the circumstances.
- 2.13 IRAN DIVESTMENT ACT:** By submission of this proposal, each proposer and each person signing on behalf of any proposer certifies, and in the case of a joint proposal each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each proposer is not on the list created pursuant to Tennessee Code Annotated § 12-12-106.
- 2.14 LIMITATIONS OF LIABILITY:** In no event shall Knox County be liable for any indirect, incidental, consequential, special or exemplary damages or lost profits, even if Knox County has been advised of the possibility of such damages.
- 2.15 NO BOYCOTT OF ISRAEL:** Pursuant to Tennessee Code Annotated Title 12, Chapter 4, Part 1, by submission of a response to this solicitation, each proposer and each person signing on behalf of any proposer certifies, and in the case of a joint response each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each proposer is not currently engaged in, and will not for the duration of the contract engage in, a boycott of Israel.
- 2.16 NON-DISCRIMINATION AND NON-CONFLICT STATEMENT:** Contractor agrees that no person on the grounds of handicap, age, race, color, religion, sex, national origin, or any individual trait or characteristic found to be an illegal consideration shall be excluded from participation in, or be denied benefits of, or be otherwise subjected to discrimination in the performance of this agreement or in the employment practices of Vendor. Contractor shall upon request show proof of such non-discrimination and shall post in conspicuous places available to all employees and applicants notices of non-discrimination. Contractor covenants that it complies with the Fair Wage and Hour Laws, the National Labor Relations Act, and other federal and state employment laws as applicable. Contractor covenants that it does not engage in any illegal employment practices.
- Contractor covenants that it has no public or private interest and shall not acquire directly or indirectly any interest, which would conflict in any manner with the provision of its goods or performance of its services. Contractor warrants that no part of the total contract amount provided herein shall be paid directly or indirectly to any officer or employee of Knox County as wages, compensation, or gifts in exchange for acting as officer, agent, employee, sub-contractor or consultant to Contractor in connection with any goods provided or work contemplated or performed relative to the agreement.
- 2.17 ORDER OF PRECEDENCE:** In the event of inconsistent or conflicting provision of this Contract and referenced documents, the following descending order of precedence shall prevail: (1) Written Contract, (2) Request for Proposal, (3) Contractor's Response, (4) Award, (5) Special Terms and Conditions, (6) General Terms and Conditions, (7) Specifications, (8) Drawings.
- 2.18 REMEDIES:** Knox County shall have all rights and remedies afforded under the U.C.C. and Tennessee law in contract and in tort, including but not limited to, rejection of goods, rescission, right offset-off, refund, incidental, consequential and compensatory damages and reasonable attorney's fees.
- 2.19 RIGHT TO INSPECT:** Knox County reserves the right to make periodic inspections of the manner and means the service is performed or the goods are supplied.
- 2.20 SEVERABILITY:** If any provision of this Contract is declared illegal, void or unenforceable, the remaining provisions shall not be affected but shall remain in force and in effect.
- 2.21 TAX COMPLIANCE:** Pursuant to Resolution R-07-1-903 passed by the Commission of Knox County, Tennessee, Contractor hereby acknowledges, by submission of its proposal and signature that it is current in its respective Federal, State, County, and City taxes of whatever kind or nature and is not delinquent in any way. Delinquent status must be disclosed or risk debarment by the Knox County Procurement Division.

**2.22 TERMINATION:** Notwithstanding any other provision of this Contract to the contrary, County may terminate this Contract with or without cause, upon written notice of not less than thirty (30) days. Upon termination, County will pay for services satisfactorily completed but not yet invoiced. Contractor shall not perform additional work without the expressed permission of County.

In the event Contractor intends to interrupt or discontinue service under this Contract, Contractor agrees to give Knox County at least one hundred twenty (120) day advance written notice of said interruption or discontinuance of service prior to interrupting or discontinuing same. Any interruption or discontinuance of service without said advance notice shall constitute a material breach of this Contract.

**2.23 WARRANTY:** Contractor warrants to Knox County that all items delivered and all services rendered shall conform to the specifications, drawings, proposal and/or other descriptions furnished and/or incorporated by reference, and will be fit for the particular purpose purchased, of merchantable quality, good workmanship, and free from defects. Contractor extends to Knox County all warranties allowed under the U.C.C. Contractor shall provide copies of warranties to the County upon request. Return of merchandise not meeting warranties shall be at contractor's expense.

### **SECTION III SPECIAL TERMS AND CONDITIONS**

**3.1 INTENT:** The intent of this solicitation is to obtain a qualified firm to provide Mobile Medical Unit as desired by Knox County and the Knox County Health Department (KCHD). Knox County intends to make a Best Value Award. Best Value means more than low cost. It includes the initial cost, service quality and other factors detailed herein.

**3.2 ACCEPTANCE:** Vendors are advised that the payment of an invoice does not necessarily constitute as an acceptance of services that are provided. Acceptance requires a specific written action by Knox County so stating

**3.3 AWARD STATUS:** Knox County intends to issue a one-time award. The contract will expire upon completion of the project. Knox County reserves the right to purchase these items/services from other sources if the need arises. Knox County reserves the right to revoke the award if a pattern of unavailability arises with the vendor.

**3.4 CHANGES AFTER AWARD:** It is possible that after award, Knox County might change its needs or requirements. Knox County reserves the right to make such changes after consultation with the vendor. Should additional costs arise, Knox County reserves the right to consider accepting these charges provided the vendor can document the increased costs. Knox County also reserves the right to accept proposed service changes from the vendor if they will lower the cost to Knox County and/or provide improved service.

**3.5 COMPLIANCE WITH ALL APPLICABLE REGULATIONS:** Successful proposer agrees and covenants that the company, its agents and employees will comply with all City, County, State and Federal codes, laws, ordinances, rules and regulations applicable to the business to be conducted under this Contract. If the vendor performs any work knowing it to be contrary to such codes, laws, ordinances, rules and regulations, the vendor shall bear all costs arising from them.

**3.6 CONTACT PERSONNEL:** It shall be essential to the success of this Contract to develop a good working relationship with the Contractor. It is imperative that the Knox County account be handled efficiently and professionally. Knox County should be assigned no more than two (2) Contractor contacts to handle billing inquiries and service-related issues. In the event one (1) or both contacts leave the Knox County account, the Contractor shall formally introduce the new contacts to County personnel. These contacts must be knowledgeable of the Knox County account to avoid any interruption of service.

**3.7 CONTRACT EXECUTION:** The award of this proposal may result in a Contract between Knox County and the successful proposer(s). The Knox County Procurement Division will draft this Contract and no vendor forms (i.e. Terms and Conditions, Service Agreements, or other standard Company forms, etc.) will be accepted as Contract attachments. The submission of such forms may cause the disqualification of the vendor's proposal.

**3.8 CONTRACTOR DUTIES:** At the Contractor's own expense, the Contractor shall:

**3.8.1** Provide competent supervision;

**3.8.2** Provide competent personnel;

**3.8.3** Take precautions necessary to protect persons or property against injury or damage and be responsible for any such damage or injury that occurs as a result of their fault or negligence.

**3.9 EVALUATION CRITERIA:** This proposal will be evaluated using the following criteria:

Functionality of Proposed Unit	30 Points
Production and Delivery Schedule	30 Points
Favorability of Maintenance	30 Points
Cost	10 Points

Knox County may select an Evaluation Committee for this solicitation to thoroughly review and score all submitted responsive and responsible proposals. Each evaluator will have the ability to award up to 100 points, based on the Evaluation Criteria, per submission.

**3.10 EVALUATION REVIEW:** Knox County reserves the right to use all pertinent information (including that learned from sources other than disclosed in the RFP process) that might affect the County's judgment as to the appropriateness of an award to a qualified vendor. This information may be appended to the proposal evaluation process results. Information on a service provider from reliable sources, and not within the service provider's proposal, may also be noted and made part of the evaluation file. Knox County shall have sole responsibility for determining a reliable source. Knox County reserves the right to conduct written and/or oral discussions/interviews after the proposal closing. The purpose of such discussions/interviews is to provide clarification and/or additional information to make an award that is in the best interest of Knox County.

**3.11 EXCEPTIONS TO SPECIFICATIONS:** Vendors taking exception to any part or section of these specifications shall indicate such exceptions in their submittal. A failure to indicate any exception(s) shall be interpreted as the Vendor's intent to fully comply with the specifications as written. Conditional or qualified offers are subject to rejection in whole or in part. Any exceptions shall be included in Section V, Tab VIII of the submittal. **Do not strike through or in any other way alter the RFP. Exceptions listed within other sections of the submittal shall not be reviewed or considered.**

**3.12 GRATUITIES AND KICKBACKS:** It shall be a breach of ethical standards for any person or company to offer, give, or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim, or controversy or other particular matter, pertaining to any program requirement of a contract or subcontract or to any solicitation or proposal therefore.

It shall be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or a person associated therewith, as an inducement for the award of a subcontract or order. Breach of the provisions of this paragraph is, in addition to a breach of this Contract, a breach of ethical standards which may result in civil or criminal sanction and/or debarment or suspension from being a contractor or subcontractor under Knox County contracts.

**3.13 INTERPRETATION:** No oral interpretation will be made to any proposals regarding the meaning of specifications. All questions are to be submitted in writing or electronically (email) and will be answered in the form of an amendment to the solicitation by the Knox County Procurement Division.

**3.14 INVOICE DETAIL:** Knox County is requesting invoices to show the following detail to help expedite review and payment. The Contractor(s) may be required to modify invoicing procedures to show the detail. All potential Contractors are hereby cautioned that Knox County will only pay from original invoices and not facsimiles or copies. Invoices which do not adhere to these details may be returned to the Contractor for correction.

- The invoice must show the amount due to the Contractor by Knox County;
- The invoice must show a summary of completed work;

- Invoices are to be original and uniquely pre-numbered;
- Invoices which do not show this information are subject to rejection.

**3.15 INVOICING PROCEDURES & PAYMENT SCHEDULE:** Knox County requests that invoices be easy to read and understand. Invoices are to be original and uniquely pre-numbered. There shall be no additional charge for this information and these procedures to be included. Each invoice shall include a summary of service(s) provided and shall list the associated unit price. Supporting documentation shall be included with invoices as applicable. Invoices without this information will be returned to the Contractor for correction.

Invoices shall be sent to the billing address indicated on the Purchase Order. Invoices must be submitted in triplicate and must match the corresponding Purchase Order number. Proposers are hereby notified that invoices may take up to thirty (30) days to process payment. There shall be no component billing. Mail invoices for the Knox County Health Department to:

Knox County Health Department  
Attention: Finance Director  
140 Dameron Avenue  
Knoxville, TN 37917

**3.16 INVOICE REVIEW:** Knox County shall review all invoices for adherence to the terms and conditions of the Contract. Variations from the Contract and Contract pricing are strictly prohibited. Any variance found on the invoice will result in rejection of that invoice. Rejected invoices will be returned to the Contractor(s) for correction. Repeated variations may result in termination.

**3.17 MINIMUM QUALIFICATION EXPECTATIONS:**

**3.17.1** Respondent must address all submittal requirements as defined in Section V.

**3.17.2** Respondent shall have a minimum of three (3) years of experience and sufficient capabilities to carry out the work contemplated, as well as the equipment and personnel available for the work.

**3.17.3** A Knox County business license is not required of any Respondent or proposed sub-contractor or sub-consultant who does not have a permanent office in Knox County. For more information, contact the Knox County Clerk's office at (865) 215-2392.

**3.18 NEGOTIATIONS:** Knox County may select a successful proposer on the basis of initial offers received without discussions. Therefore, each proposal shall contain the proposer's best terms from a service and cost standpoint. Knox County reserves the right to enter into Contract negotiations with the highest-rated proposer. If Knox County and the selected proposer cannot negotiate a successful agreement, Knox County may terminate said negotiations and begin negotiations with the next highest-rated proposer. This process will continue until a Contract has been executed or all proposals have been rejected. No proposer shall have any rights against Knox County arising from such negotiations.

**3.19 NEWS RELEASES BY VENDORS:** As a matter of policy, Knox County does not endorse the services of a Contractor. A Contractor will not make news releases concerning any resultant contract from this solicitation without the prior written approval of Knox County.

**3.20 NO CONTACT POLICY:** After the date and time that the vendor receives this solicitation, any contact initiated by any proposer with any Knox County representative, other than the Procurement Division representative listed herein, concerning this Request for Proposal is strictly prohibited. Any such unauthorized contact may cause the disqualification of the proposer from this procurement transaction.

**3.21 OFFER WITHDRAWAL:** No proposal can be withdrawn after it is filed unless the offeror makes a request in writing to the Knox County Procurement Division **prior** to the time set for the opening of proposals or unless the County fails to accept within ninety (90) business days after the date fixed for the closing of the Request for Proposals.

**3.22 OPEN RECORDS ACT:** Knox County is subject to the Tennessee Open Records Act 10-7-503 et seq. Proposers are cautioned that all documents submitted on behalf of this Request for Proposal (RFP) shall be open to the public for viewing and inspection, and Knox County will comply with all legitimate requests.

**3.23 ORAL PRESENTATION/INTERVIEW:** Knox County may require proposers to give oral presentations/interviews in support of their proposal or to exhibit or otherwise demonstrate the information contained therein. Due to the



conditions surrounding the COVID-19 pandemic, these presentations/interviews may be conducted virtually through video conferencing. A schedule of presentations/interviews, if necessary, will be determined after the closing of the RFP. At that time, it will be determined whether the presentations/interviews will be in-person or virtual.

Knox County reserves the right to request oral presentations and/or interviews during the initial evaluation phase. The County also reserves the right to complete the initial evaluation phase and then request oral presentations and/or interviews from all proposers or the highest rated proposers. In this case, the evaluations may be revised based on additional information received.

- 3.24 OWNERSHIP OF DOCUMENTS:** Any reports, specifications, drawings, blueprints, negatives, electronic files or other documents prepared by the successful proposer shall be the exclusive property of Knox County, and all such materials shall be returned to Knox County upon completion, termination, or cancellation of this Contract within a reasonable timeframe as determined by Knox County.
- 3.26 PROPOSAL EVALUATION:** In evaluating the proposals, Knox County reserves the right to use any or all of the ideas from the proposals submitted without limitation and to accept any part or all, of the successful proposal in selecting an operation which is judged to be in the best interest of the Knox County. All material submitted becomes the property of Knox County.
- 3.27 PROPOSAL FORMAT:** This solicitation is in the Request for Proposal (RFP) format. At the specified date and time, each Proposer's name will be publicly read aloud. No further information will be given at that time. Evaluation of the proposals will proceed as expeditiously as possible and successful, as well as unsuccessful, notification will be given.
- 3.28 REJECTION OF PROPOSALS:** Knox County reserves the right to reject any and all proposals received as a result of this request and to waive any informality, technical, defect or clerical error in any proposal, as the interests of the County may require. Non-acceptance of any proposal will be devoid of any criticism of the proposal and of any implication that the proposal is deficient in any manner. Non-acceptance of any proposal shall be construed as meaning simply that the County does not deem the proposal to be acceptable or that another proposal was deemed to be more advantageous to Knox County for the particular services proposed.
- 3.29 REMOVAL OF CONTRACTOR'S EMPLOYEES:** Contractor agrees to utilize only experienced, responsible and capable people in the performance of the work. Knox County may require that the Contractor remove from the job covered by this Contract, including employees who endanger persons or property or whose continued employment under this Contract is inconsistent with the interest of Knox County.
- 3.30 SUBMIT QUESTIONS:** Prospective proposers may submit questions concerning this solicitation until June 29 @ 4:00 p.m. local time. Submit questions as noted in Section 1.1.
- 3.31 TENNESSEE REGISTRATION:** The successful proposer must meet any applicable State of Tennessee registration requirements.

#### **SECTION IV SCOPE OF SERVICES**

- 4.1 BACKGROUND INFORMATION:** The Knox County Health Department (KCHD) is a division of Knox County Government under the supervision of Knox County Mayor Glenn Jacobs. As a public health agency, KCHD works to promote and protect the health of everyone in our community.
- 4.2 PRIME CONTRACTOR:** In the event multiple vendors submit a joint proposal in response to the RFP, a single contractor shall be identified as the prime contractor. Prime contractor responsibilities shall include performance of contract administration and management. The prime contractor shall be Knox County's sole point of contact and all invoices will be paid to the prime contractor. The prime contractor will be directly responsible for the performance of all subcontractors. Knox County will exercise final approval for the use of any subcontractor.

**PART I: MOBILE MEDICAL UNIT DESIGN**

The Contractor must submit base specifications and an initial design that demonstrate the unit’s ability to comfortably serve up two (2) health care professionals and up to two (2) patients/visitors simultaneously and accommodate consultants, exams, and treatment in a manner that supports efficiency and maintains privacy. Following award, the Contractor will work, coordinate, and communicate with KCHD to prepare a final design of the Mobil Medical Unit. Contractor must obtain KCHD’s final approval of the design prior to production. Proposals are requested on a vehicle with features that are equal to or exceed the quality and performance of the brands/model listed below. If any of the features listed below cannot be produced by the contractor, the contractor must submit justification for each feature not met. References to brand names, trade names, model numbers or other descriptions particular to specific brand products are made to establish required level of quality and functional capabilities-they are not intended to exclude other products equal to or exceeding that level of quality or functionality. Comparable products of other manufacturers will be considered if proof of comparability is contained in the proposal. It shall be the responsibility of the proposers, including those who are proposaling as specified, to furnish specification sheets, brochures, or other documentation sufficient to provide an adequate basis for determining the comparability, quality and functional capabilities of the solution being proposed. Failure to provide the data may considered valid justification for rejection of proposal(s).

<b>BASE SPECIFICATIONS</b>	
<b>GENERAL DESCRIPTION (MAKE/MODEL)</b>	
Make/Model	Ford E450
Length (Bumper to Bumper)	~25'
Exterior Width	~8'
Exterior Height with Roof A/C	129"
Interior Height	76"
Interior Width	7'9"
Interior Length behind Cab	7'9"
Fuel Capacity in Gallons	55 Gallons
Wheelbase	158"
Frame	Steel, 36,000 psi steel primered with rust inhibitor
CDL Requirement	No
Fuel Tank	55 gallon
<b>INTERIOR DÉCOR</b>	
Seats	KCHD will choose from the manufacturer’s selection during the preconstruction process. Cloth material in not acceptable.
Ceiling	KCHD will choose from the manufacturer’s selection during the preconstruction process.
Dash	KCHD will choose from the manufacturer’s selection during the preconstruction process.
Wall Covering	KCHD will choose from the manufacturer’s selection during the preconstruction process.
Privacy Curtain	Two (2) KCHD will choose from the manufacturer’s selection during the preconstruction process.
Cabinetry	KCHD will choose from the manufacturer’s selection during the preconstruction process.
Carpet	KCHD will choose from the manufacturer’s selection during the preconstruction process.
<b>CHASSIS</b>	
Ford Chassis	14,500 LB GVWR
Trailer Hitch	5000# Draw Bar/500# Max Vertical Tongue Weight
Trailer Plug Connector	Male
Trailer Wiring	Fixed-Mount Female 7-Pin Socket Connector
Wheels	Stylized Aluminum

Jack	Hydraulic Leveling- HWH- Automatic; 8,000# per cylinder
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<b>SUSPENSION</b>	
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GVWR (LBS)	14,500 LBS
GAWR, Front (LBS)	5,000 LBS
GAWR, Rear (LBS)	8,500 LBS
GCWR (LBS)	14,500 LBS
Suspension, Front Type	Twin I-beam IFS with computer-selected coil springs and stabilizer bar.
Suspension, Front Stabilizer Bar	1.5" Diameter, Heavy-Duty Track Bar
Suspension, Front Shock	Bilstein, 1.63 in.
Suspension, Rear Type	Multi-leaf single stage springs
Suspension, Rear Stabilizer Bar	1.50" Diameter
Suspension, Rear Axle Ratio	4.56
Suspension, Rear Shock	Bilstein, 1.63"

<b>FEATURES</b>	
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Engine	7.3L Gas V8
Engine Displacement (Liters)	7.3 L V8
Horsepower	325 @ 3,750 rpm
Torque	450 LB/FT @3750 rpm
Auto Headline Activation	Yes
Hill Start Assist	Yes
Alternator	210-amp
Battery	750 CCA, 78-amp hr.

<b>TRANSMISSION</b>	
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- TorqShift 6-speed automatic overdrive with Tow/Haul Mode
- Automatic
- Overdrive
- Tow/Haul Feature
- Mechanical "lock-up" in park position
- Cruise Control

<b>BRAKES</b>	
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Hydraulic Brake	Power 4-wheel disc anti-lock, with traction control
Parking	Transmission mounted, drum, foot apply, hand release

<b>ELECTRICAL</b>	
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Duel System	110 Volt AC and/or 12 Volt DC
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<b>STEERING</b>	
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Power Steering	
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<b>WHEELS &amp; TIRES</b>	
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Front/Rear Wheel	16" x 7" Steel
Front/Rear Tires	225/75RX16E
Front/Rear Tire Capacity	75/65 psi
Spare Tire	Spare tire and wheel

<b>INSTRUMENTATION</b>	
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- Speedometer
- Odometer
- Tachometer
- Oil Pressure
- Coolant Temperature
- Transmission Oil Temperature
- Fuel Gauge
- Directional Signage
- High Beam
- Charge Indicator Lights
- Warning Lights
- Diagnostics Board

#### WARNING LAMPS

- Brake System Warnings
- Direction Signals
- High Beam
- Flashers
- Turn Signals

#### COMMERCIAL SHELL BODY CONSTRUCTION

Backwall, Exterior Skin	Composite
Backwall, Interior Wall	Composite or finished good assembly adhered with industrial contact adhesive and mechanical fasteners.
Floor, Basement, Interior	Steel floor framework overlaid with Coosa BW20 ¾" Composite Panel (or equivalent)
Floor, Basement, Interior Finish	Will choose from available options
Floor, Main	Composite
Front End Structure	Steel Structure designed for front end engine removal
Roof, Exterior	Composite
Roof, Interior	Composite
Sidewalls, Exterior	Composite, fiberglass insulated

#### BODY OPENINGS

Battery Compartment	Terra Transit Pullout Batter Tray
Entrance Door, Main	Built in cab door, electric 29"
Entrance Door, Lower Jam	Non-slip tread material
Entrance Door, Lock & Latch with Deadbolt	Keyed Entry door switch
Entrance Door, Step	Anti-skid
Generator Access	Portable generator storage compartment with key lock Generator Prep, skirt door
Gas Struts	Single paddle latch with hidden linkage
Fuel Fill Door	LH side, with twist latch, lockable
Wheel Well	Molded plastic
Exterior Skirt Storage Box	36"W X 19"D X 14.5"H

#### BODY EXTERIOR TRIM

Assist Handle	Surface mount
Bumper, Front	Integrally molded into front cap
Bumper, Rear	Heavy-duty steel power-coated
Exterior Finish, Grille	Chrome
Exterior Finish, Hood	Single panel, hinge up
Exterior Finish, Panels	Fiberglass Composite
Exterior Finish, Rear End	Fiberglass composite

Roof	One-piece pre-molded fiberglass
Miscellaneous Trim	Brake lights (2) mounted high
Miscellaneous Trim	Wheel well trim, front and rear, molded plastic
Mud Flaps	2 at rear
<b>DRIVER/PASSENGER AREA- GENERAL FEATURES</b>	
Automotive Heater/Air Conditioning	OEM Automatic Heating/Air Conditioning for Front and Passenger Area
Instrument Panel	Includes in-dash storage compartment
Door, Driver Entry	Includes power windows
Windshield	Laminated safety glass, one-piece
Windshield Wipers	Intermittent with single motor and arms, radial arm type
<b>DRIVER/PASSENGER AREA- OTHER</b>	
Floor Covering	Vinyl or similar material
Fans	Defrost Auxiliary
Sun visors	Vinyl
Light	Dome Lamp
Mirrors, Exterior	Low mounted, electric remote with defrost
Power Assist Steering	Includes tilt wheel
Seats, Driver/Passenger, Construction	All vinyl or similar material
Seats, Driver/Passenger, Frame	High back
Seats, Driver/Passenger, Armrests	Multi-position (1 or 2 seats depending on model)
Seats, Driver/Passenger, Lumbar Support	Manual
Seats, Driver/Passenger, Recline Mechanism	Multi-Adjustable
Seats, Driver/Passenger, Seat Belts	3 Point Shoulder & Lap with Retractors
Seats, Driver/Passenger, Pedestal	Swivel/Slide, Manual Controls
Trim Panel	Driver/Passenger
Workstation	Integrated into dash
<b>DRIVER/PASSENGER- INSTRUMENTATION &amp; ACCESSORIES</b>	
Auxiliary Start Circuit	Standard 12 Volt
Cigarette Lighter	12 Volt electrical supply
Cruise Control	Integrated into steering wheel
Gauge, Cluster	Analog display (English)
Duel Battery Charge	Automatic
Headlight Control Switch	High/Low
Fog Lamps	OEM Front Fog Light System
Radio	AM/FM/USB, Bluetooth Radio
Radio Antenna	Roof mounted, flexible rubber
Radio Speakers	Four (4) speakers
Camera	Rear View
<b>INTERIOR SAFETY FEATURES</b>	
Assist Bar	Located at entrance door RH entry
Carbon Monoxide Detector	One mounted per NFPA Code
Smoke Detector	One Mounted per NFPA Code
Fire Extinguisher	10 B.C., surface mountable
Alarm Detector	LPG Leak (if applicable)
<b>VENTILATION</b>	

	Air Conditioner	Roof A/C 15,00 BTU with Thermostat
	Roof Vent	Two (2) vent fans
<b>ELECTRICAL- CHASSIS</b>		
	Battery	Dual batteries-Heavy Duty 78 Amp/hr
	Battery Disconnect	Mounted in drivers stepwell
	Wire Paths	Pre-routed in roof
Generator	<ul style="list-style-type: none"> <li>• Generator Prep Kit</li> <li>• Cummins Onan 7.0 7kw interior with start button and hour display</li> <li>• Includes gas line and 12-volt wiring</li> </ul>	
<b>ADDITIONAL FEATURES</b>		
<b>AUDIO/VISUAL</b>		
Interior Speakers	<ul style="list-style-type: none"> <li>• Four (4) speakers</li> </ul>	
<b>AWNING</b>		
	<ul style="list-style-type: none"> <li>• 9 Ft Power Awning with LED lights</li> </ul>	
<b>CABINERY</b>		
Cabinetry Finish	<ul style="list-style-type: none"> <li>• KCHD shall choose from manufacturer's selection of colors during the preconstruction process.</li> </ul>	
Cabinetry Construction	<ul style="list-style-type: none"> <li>• The use of particle board or MDF for cabinetry and/or walls is unacceptable.</li> <li>• All interior cabinets shall be constructed using cabinet grade, hardwood veneer plywood or equivalent material. Plywood shall be constructed using cross-grain and long-grain Poplar and Fir core layers, sanded to ensure smoothness.</li> <li>• Interior cabinetry must be constructed from pre-engineered components and component design files must be kept by the proposer for a minimum of <b>10</b> years to allow for identical field replacement as necessary.</li> <li>• All exposed edges shall have a hardened PVC edge band (or equivalent) applied in ensure durability. Laminate edge banding will not be considered.</li> <li>• Storage cabinets will be constructed according to the final approved floorplan.</li> <li>• Side-Swing Doors: All side-swing door assemblies must feature all metal, nickel plated hinges with 110 degree opening angle and three-dimensional adjustment capability. Doors shall be gradual self-closing.</li> <li>• Upper Doors: All upper doors shall feature easy lift-up and silent self-closing door hardware, tool-less lever arms and doors capable of snapping in to place and featuring three-dimensional cam adjustments for precise positioning and tension settings.</li> <li>• All latches shall be locking flush mounted.</li> </ul>	
<b>ELECTRICAL SYSTEM</b>		
AC Electrical System	<ul style="list-style-type: none"> <li>• Shall be a 50 AMP shore power/30-amp generator</li> </ul>	

	<ul style="list-style-type: none"> <li>• System shall be wired using high-temperature type-GXL wire for 12volt circuits</li> <li>• All wiring shall be color coded: <ul style="list-style-type: none"> <li>○ Black = Hot</li> <li>○ White = Neutral</li> <li>○ Green = Ground</li> </ul> </li> <li>• Additionally, wiring shall be labeled with machine generated labels, listing circuit number and/or designation at all termination points. All wiring shall adhere to applicable NEC and FMVSS regulations.</li> <li>• Wiring shall be supported with insulated, non-conductive clamps. Wire bundles shall be tied with trimmed nylon ties. Extreme care must be taken to prevent chafing, abrasion, and exposure to high heat.</li> <li>• Wire run in external areas shall be encased in conduit to further protect against damage.</li> <li>• At least 6 interior receptacles must be installed. Location to be determined during the preconstruction process.</li> <li>• At least 2 exterior receptacles will be installed. Location to be determined during the preconstruction process.</li> </ul>
DC Electrical System	<ul style="list-style-type: none"> <li>• Shall be a 12VDC, negative ground system rated for anticipated conversion load.</li> <li>• All added circuits shall be protected from over current by circuit breakers rated for a minimum of 125% of anticipated load. Circuit breaker functions shall be clearly designated by printed labels. Wiring shall be labeled with machine-generated, self-laminating labels, listing the circuit number and/or designation at all termination points.</li> <li>• Charging system shall include provisions for automatic and manual battery bank merging to provide charging of chassis and auxiliary battery. System shall provide battery isolation during operation periods when the vehicle engine is not running to prevent depletion of both battery systems. Isolated senator battery provided.</li> </ul>
Wiring Requirements	<ul style="list-style-type: none"> <li>• All high-current battery cabling shall utilize full-length cable runs sized to load; splices are not acceptable. Terminal ends shall be crimped with manufacturer recommended tooling and sealed using color-coded wrap.</li> <li>• All added wiring for 12VDC load runs shall be Romex 14-2 and shall conform to department of transportation standards.</li> <li>• All added wiring shall be supported on 20" to 24" centers and bundles shall be tied with trimmed nylon ties. Entire system shall be installed to modern US automotive standards using best practices available at the time of installation. Plastic grommets and/or dielectric sealants shall be used to protect wiring and/or looms where they pass through sheet metal, bulkheads or structural supports. Convoluted polyethylene tubing shall be used to protect against chafing and abrasion where required. Extreme care shall be exercised to provide for easy serviceability of the system in the future. Extreme care shall be taken to avoid the engine manifold, engine exhaust, muffler or any high heat items that may subject the wiring to severe overheating during long periods of operation. These shall be the minimum acceptable wiring standards.</li> </ul>
<b>FLOOR COVERING</b>	
Interior Flooring	<ul style="list-style-type: none"> <li>• KCHD will choose from the manufacturer's selection during the preconstruction process.</li> </ul>
<b>FLOORPLAN/ INTERIOR LAYOUT</b>	
Sample Floorplan	<ul style="list-style-type: none"> <li>• Proposers must furnish with proposals a scaled drawing of the custom floorplan designed and engineered using CAD technology. Multiple floorplan options may be submitted. Final floorplan will be approved by KCHD during preconstruction process.</li> </ul>
One Medical Exam	<ul style="list-style-type: none"> <li>• Each must comfortably accommodate 2 people at one time</li> <li>• Each must accommodate persons up to 600 pounds.</li> </ul>

	<ul style="list-style-type: none"> <li>• Ritter 204 or 224 Exam Table or equivalent</li> <li>• Stainless steel sink <ul style="list-style-type: none"> <li>○ Paper towel dispenser</li> <li>○ Hand soap dispenser</li> <li>○ Integrated trash can with cabinet front access</li> <li>○ Hot and cold running water</li> </ul> </li> <li>• Glove box dispenser</li> <li>• Sharps container</li> <li>• Provider seat flip down or equivalent</li> <li>• Storage with locking upper and lower cabinets</li> </ul>
Restroom	<ul style="list-style-type: none"> <li>• Stainless steel sink with faucet <ul style="list-style-type: none"> <li>○ Paper towel dispenser</li> <li>○ Hand soap dispenser</li> <li>○ Integrated trash can with cabinet front access</li> <li>○ Hot and cold running water</li> </ul> </li> <li>• Fan vent</li> <li>• Specimen pass through</li> </ul>
Intake/ Waiting Area	<ul style="list-style-type: none"> <li>• Seating for at least two (2) people (when not in transit)</li> <li>• Refrigerators 5.5 cubic feet, Two (2) refrigerators preferred</li> <li>• Counterspace with upper and lower locking storage</li> <li>• Blood draw chair (Ritter 281 or equivalent)</li> <li>• Passenger flip seat, 17" with seat belt</li> </ul>
<b>HVAC</b>	
Air Conditioning	<ul style="list-style-type: none"> <li>• Roof A/C 15,00 BTU with Thermostat</li> </ul>
Heat	<ul style="list-style-type: none"> <li>• Heat Coil to each A/C system in the Unit</li> </ul>
<b>LIGHTING, INTERIOR</b>	
Ceiling Lights	<ul style="list-style-type: none"> <li>• Quantity of four (4) to six (6) LED dome lights</li> </ul>
Undercabinet Task Lighting	<ul style="list-style-type: none"> <li>• LED lights under upper cabinets</li> </ul>
<b>PLUMBING</b>	
These plumbing features will be installed according to the final floorplan:	<ul style="list-style-type: none"> <li>• 12v water pump</li> <li>• hot water system</li> <li>• Sewer hose with adapter</li> <li>• Fresh water tank with heater and monitor</li> <li>• Black water tank with heater and monitor</li> <li>• Gray water tank with heater and monitor</li> </ul>
<b>SAFETY EQUIPMENT</b>	
These safety features will be installed according to the final floorplan:	<ul style="list-style-type: none"> <li>• One (1) 5 LB fire extinguisher</li> <li>• One (1) back-up alarm</li> <li>• One (1) first aid kit</li> <li>• One (1) set of reflective triangles</li> <li>• One (1) carbon monoxide detector</li> <li>• One (1) smoke detector</li> <li>• One (1) security system alarm with door sensors</li> </ul>
<b>SHORELINE CORD</b>	
<ul style="list-style-type: none"> <li>• 50-amp heavy-duty rubber covered 120/240-volt twist lock shoreline cord to be provided; 25' minimum length</li> <li>• Transfer switch to prevent simultaneous use of generator and shoreline cord will be in interior of vehicle.</li> </ul>	
<b>Wheel Chair Lift</b>	



<ul style="list-style-type: none"> <li>• Braun NCL1000IB3454 1,000# lift</li> <li>• Double W/C Lift door</li> <li>• Wheelchair Lift Belt</li> </ul>
<b>WIFI Package</b>
<ul style="list-style-type: none"> <li>• Mofi Wifi System or equivalent</li> <li>•</li> </ul>

#### 4.4 MOBILE MEDICAL UNIT

The mobile clinic must be manufactured to high quality and workmanship standards such as, but not limited to:

- The mobile health unit shall be free from defects that may impair its serviceability or detract from appearance.
- The general appearance of the mobile health unit shall not show any evidence of poor workmanship.
- All bodies, systems, equipment, and interfaces with the chassis shall be done per the OEM's Body Builders Book.
- All components shall be new. Defective or refurbished components shall not be furnished. Parts, equipment, and assemblies, which have been repaired or modified to overcome deficiencies, shall not be furnished without the approval of the purchaser. Component parts and units shall be manufactured to definite standard dimensions with proper, fits, clearances, and uniformity. Welded, bolted and riveted construction utilized shall be in accordance with the highest standards of the industry.

The following deficiencies shall be cause for rejection:

- Rough, sharp or unfinished edges, burrs, seams corners, joints, cracks, and dents.
- Non-uniform panels. Edges that are not radiused, beveled, etc. Body panels or components that are uneven, unsealed, or contain cracks, dents or have voids.
- Paint runs, sags, orange peel, fisheyes, etc., and any other imperfection of lack of complete coverage of paints or coatings.
- Misalignment of body fasteners, glass, viewing panels, light housings, other items with large or uneven gaps, spacing, etc. such as door, body panels and hinged panels.
- Hoses, wiring or harness routed through panels and bulkheads without grommet or other protective insulation, routed across components in a manner allowing chaffing to occur or routed in such a manner to be damaged by the exhaust system.
- Improper electrical connections, or loose, vibrating, or abrading components.
- Interference of chassis components, body parts, doors, etc.
- Improperly supported or secured hoses, wiring harnesses, mechanical controls, etc., including interference with other components.
- Improperly installed gas, vacuum, or fluid lines (air conditioning, coolant, oil, oxygen, etc.).
- Inappropriate or incorrect use of hardware, fasteners, components, or methods of construction.
- Incomplete or improper welding, riveting or bolting.
- Loose, vibrating, abrading body parts, components, subassemblies, hoses, wiring harnesses or trim. Noise, panel vibrations, etc.
- Improper body design that could cause injury during normal use or maintenance, and which fail to provide access to perform routine or mandatory repairs or maintenance on the mobile health unit electrical and mechanical systems. In addition, the improper combination of options which by their combination and installation are incompatible regarding function or safety.
- Sagging, non-form fitting upholstery or padding
- Incomplete or incorrect application of rustproofing
- Equipment malfunctions
- Inadequate welding, riveting, bolting or attachment of components.
- Visual deformities
- Unsealed appurtenances or other body components, leaking gaskets, etc.
- Delamination of plastic composition materials
- Any deviation from specification requirements or manufactures standard production practice whether or not stipulated herein, that detracts from form, fit function, durability, reliability safety, performance, or appearance.

#### SECTION V PROPOSAL FORMAT

Proposers are to use the following format for the preparation and submission of their proposals. Failure to follow this format may be just cause for rejection of proposals. Failure to include requested information may result in the proposer being disqualified. Cost of preparation of proposals is the sole responsibility of the proposer.

**PROPOSERS MUST HAVE THEIR BINDERS IN THE EXACT FORMAT LISTED BELOW.**

**TAB I PROPOSER INFORMATION**

Prime Contractor- Company Name, Address, and Telephone Number(s)  
Primary Contact Person's Name, Email Address and Telephone Number(s)  
Proposers Vendor Number as assigned by Knox County  
Tennessee Secretary of State Control Number (if applicable)  
State of Tennessee Certificate of Authority (if entity is located outside of Tennessee)  
Employer Identification Number (EIN)  
Acknowledgement of any addenda issued by Knox County Procurement

**TAB II SIGNED LETTER AUTHORIZING SUBMISSION OF THE PROPOSAL**

Letter must be signed by the principal of the company. Please sign the original in blue ink.

**TAB III FUNCTIONALITY OF THE PROPOSED UNIT**

Please complete and attach the Base Specification Information Sheet (Attachment A). If necessary, please attached addition information in order to fully detail the unit's specifications.

As stated in Section 4.3, comparable products of other manufacturers will be considered if proof of comparability is contained in the proposal. It shall be the responsibility of the proposers, including those who are proposaling as specified, to furnish specifications sheets, brochures or other documentation sufficient to provide an adequate basis for determining the comparability, quality and functional capabilities of the solution being proposed. Failure to provide this data may be considered valid justification for rejection of proposal(s).

**TAB IV PRODUCTION & DELIVERY SCHEDULE**

Unless a delivery extension is granted for acceptable reasons due to circumstances beyond the vendor's control, liquidated damages of a negotiated dollar amount per day will be deducted from the invoice for every working day after the expiration of the number of days shown on the purchase order until the units are delivered. This provision is not intended as a penalty but as liquidated damages.

**TAB V MAINTENANCE AGREEMENTS**

**TAB VI PROPOSED COST**

Using the template provided in Attachment B (Pricing), detail the general costs associated with this project.

**NOTE: The cost tab shall only be included in the original document and the exact electronic version. This tab is to be submitted under separate cover from the other parts of the vendor's proposal. This tab will be reviewed after the other sections of the vendor's proposal have been reviewed and scored.**

**TAB VII OTHER INFORMATION**

Proposers may include any other information deemed pertinent to this solicitation.

**TAB VIII EXCEPTIONS**

Please note any and all exceptions taken to any part this Request for Proposals. If none are taken, please clearly state so. Do not mark through or otherwise alter the language of this RFP in your response.

**TAB IX ATTACHMENTS**

- Base Specification Information Sheet (Attachment A)
- Iran Divestment Act / No Boycott of Israel (Attachment B)
- Proposed Total Cost of Vehicle (Attachment C)
- Provide copies of all certifications/licenses required to perform the work detailed herein including a Knox County Business Tax License for Organization (if applicable)

**ATTACHMENT A RFP# 3428  
KNOX COUNTY PROCUREMENT DIVISION  
BASE SPECIFICATION INFORMATION SHEET  
REQUEST FOR PROPOSALS NUMBER 3428**

<b>BASE SPECIFICATIONS</b>	
<b>GENERAL DESCRIPTION (MAKE/MODEL)</b>	
Make/Model	
Length (Bumper to Bumper)	
Exterior Width	
Exterior Height with Roof A/C	
Interior Height	
Interior Width	
Interior Length behind Cab	
Fuel Capacity in Gallons	
Wheelbase	
Frame	
CDL Requirement	
<b>INTERIOR DÉCOR</b>	
Seats	
Ceiling	
Dash	
Wall Covering	
Wood Cabinetry	
Carpet	
<b>CHASSIS</b>	
Ford Chassis	
Trailer Hitch	
Trailer Plug Connector	
Trailer Wiring	
Wheels	
Jack	
<b>SUSPENSION</b>	
GVWR (LBS)	
GAWR, Front (LBS)	
GAWR, Rear (LBS)	
GCWR (LBS)	
Suspension, Front Type	
Suspension, Front Stabilizer Bar	
Suspension, Front Shock	
Suspension, Rear Type	
Suspension, Rear Stabilizer Bar	
Suspension, Rear Axle Ratio	
Suspension, Rear Shock	

<b>FEATURES</b>	
Engine	
Engine Displacement (Liters)	
Horsepower	
Torque	
Auto Headline Activation	
Hill Start Assist	
Alternator	
Battery	
<b>TRANSMISSION</b>	
<b>BRAKES</b>	
Hydraulic Brake	
Front Disc	
Rear Disc	
Parking	
<b>ELECTRICAL</b>	
Duel System	
<b>STEERING</b>	
Power Steering	
<b>WHEELS &amp; TIRES</b>	
Front/Rear Wheel	
Front/Rear Tires	
Front/Rear Tire Capacity	
<b>INSTRUMENTATION</b>	
<b>WARNING LAMPS</b>	
<b>COMMERCIAL SHELL BODY CONSTRUCTION</b>	
Backwall, Exterior Skin	
Backwall, Interior Wall	

Floor, Basement, Exterior	
Floor, Basement, Interior	
Floor, Basement, Interior Finish	
Floor, Main	
Floor, Main, Exterior Surface	
Front End Structure	
Roof, Exterior	
Roof, Interior	
Sidewalls, Exterior	
Valance Panels	
<b>BODY OPENINGS</b>	
Battery Compartment	
Storage Compartment(s)	
Entrance Door, Main	
Entrance Door, Lower Jam	
Entrance Door, Screen	
Entrance Door, Lock & Latch with Deadbolt	
Entrance Door, Step	
Generator Access	
Gas Struts	
Fuel Fill Door	
Wheel Well	
<b>BODY EXTERIOR TRIM</b>	
Assist Handle	
Bumper, Front	
Bumper, Rear	
Exterior Finish, Grille	
Exterior Finish, Hood	
Exterior Finish, Panels	
Exterior Finish, Rear End	
Miscellaneous Trim	
Miscellaneous Trim	
Mud Flaps	
<b>DRIVER/PASSENGER AREA- GENERAL FEATURES</b>	
Automotive Heater/Air Conditioning	
Cabinet, Front Overhead	
Instrument Panel	
Door, Driver Entry	
Window, Driver Door	
Window, Passenger	
Windshield	
Windshield Wipers	
<b>DRIVER/PASSENGER AREA- OTHER</b>	
Cab Sound Control Package	
Carpet	
Convenience Tray	

Courtesy Light	
Fans	
Front Shade	
Light	
Mirrors, Exterior	
Power Assist Steering	
Seats, Driver/Passenger, Construction	
Seats, Driver/Passenger, Frame	
Seats, Driver/Passenger, Armrests	
Seats, Driver/Passenger, Lumbar Support	
Seats, Driver/Passenger, Recline Mechanism	
Seats, Driver/Passenger, Seat Belts	
Seats, Driver/Passenger, Pedestal	
Trim Panel	
Window Shades	
Workstation	
<b>DRIVER/PASSENGER- INSTRUMENTATION &amp; ACCESSORIES</b>	
Auxiliary Receptacle	
Auxiliary Start Circuit	
Cigarette Lighter	
Cruise Control	
Gauge, Cluster	
Dual Battery Charge	
Headlight Control Switch	
Fog Lamps	
Remote Control(s)	
Radio	
Radio Antenna	
Radio Speakers	
Camera	
<b>INTERIOR SAFETY FEATURES</b>	
Assist Bar	
Carbon Monoxide Detector	
Smoke Detector	
Fire Extinguisher	
Alarm Detector	
<b>VENTILATION</b>	
Air Conditioner	
<b>ELECTRICAL- CHASSIS</b>	
Battery	
Battery Disconnect	
Exterior Compartment, Lights	
Generator Prep Kit	
Wire Paths	

**ATTACHMENT B**  
**RFP# 3428**  
**KNOX COUNTY PROCUREMENT DIVISION**  
**IRAN DIVESTMENT ACT/NO BOYCOTT OF ISRAEL**

By submission of a response to this solicitation, each proposer and each person signing on behalf of any proposer certifies, and in the case of a joint response each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each proposer is not on the list created pursuant to Tennessee Code Annotated § 12-12-106.

Authorizing Signature:

\_\_\_\_\_

(sign in blue ink)

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Pursuant to Tennessee Code Annotated Title 12, Chapter 4, Part 1, by submission of a response to this solicitation, each proposer and each person signing on behalf of any proposer certifies, and in the case of a joint response each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each proposer is not currently engaged in, and will not for the duration of the contract engage in, a boycott of Israel.

Authorizing Signature:

\_\_\_\_\_

(sign in blue ink)

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Attachment C  
RFP# 3428**

**Total Proposed Cost of Manufacturing the Requested Vehicle**

**\$ \_\_\_\_\_**