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STATE OF NEW JERSEY

Philip D. Murphy
Governor

Sheila Y. Oliver
Lt. Governor

Latrechia Littles-Floyd
Acting Chair and Chief Administrator

June 7, 2024

Re: New Jersey Motor Vehicle Commission (NJMVC) Request for Quote (RFQ)

Subject: Mobile Roadside Inspection Vehicle Trucks, 19500GVWR Cab & Chassis

IMPORTANT DATES:

All Vendor (Contractor) Questions and Quotes must be addressed directly to:
MVC.Procurement@mvc.nj.gov and submitted in writing via email **no later than 2:00 pm EST on the respective closing date.**

Vendor Questions Due Date: Vendor questions must be submitted electronically via email by Tuesday June 11, 2024 @ 2:00 pm EST. Questions received after the required time will be rejected.

RFQ Due Date and Time: Vendor quote must be submitted electronically via email by Friday June 14, 2024 @ 2:00 pm EST. Quotes received after the required time will be rejected, with no further consideration for review by NJMVC.

IMPORTANT NOTE: All vendors (contractors) email correspondence in response to this RFQ must clearly state “Mobile Roadside Inspection Trucks 19500GVWR Cab & Chassis” in the subject line.

PURPOSE AND INTENT

The New Jersey Motor Vehicle Commission (NJMVC) seeks an eligible, competitive participating Vendor [Contractor] to engage in this Request for Quote (RFQ) for the purchase of two (2) Mobile Roadside Inspection Vehicles.

This RFQ and any resulting purchase order (PO) is exclusively for the outright purchase of the specified Mobile Inspection Vehicle(s) only; Leasing or trade-in against the purchase of the vehicle is out of scope and not permitted.

The purpose of this RFQ is to solicit quotations from Vendor (Contractors) for a 19500# GVWR Cab and chassis truck platform configured with a cube body as specified and capable of serving as a Mobile Inspection Vehicle. NJMVC intends to select the Vendor [Contractor] (bidder) whose quote conforms to this RFQ and is most advantageous to the NJMVC, price and other factors considered.

New Jersey Standard Terms and Conditions shall apply to all purchase agreements made with the NJMVC. Any quote terms conflicting with the NJ State Standard Terms and Conditions, will be considered null and void.

BACKGROUND

The Federal Clean Air Act (CAA) of 1990 (42USC§7401 et seq.) required the state of New Jersey to establish the Enhanced Motor Vehicle Inspection and Maintenance Program (I/M) (N.J.S.A. §39:8-42 and N.J.A.C. §13:20-43) to ensure regular monitoring of gasoline fueled motor vehicle emissions by requiring that vehicles undergo periodic emissions testing. This emissions testing ensures that vehicles are well maintained, operating as designed and do not exceed established pollutant limits. The goal is to implement an Enhanced I/M program in accordance with the State Implementation Plan that reduces ozone precursors, particulates, and air toxins. This program is also expected to reduce carbon dioxide through improved fuel efficiency. Additionally, the New Jersey State Legislature requires the NJMVC to perform roadside diesel emissions testing on all diesel-powered vehicles >8500 lbs. (N.J.S.A. §39:8-59 et. seq.). In addition to performing passenger and commercial vehicle roadside inspections, the NJMVC is required by statute to perform enhanced safety inspections on all school buses operating and registered in New Jersey (N.J.S.A.39:3B-21). These inspections require a vehicle capable of transporting various types of inspection equipment to each school bus operator's terminal to perform approximately 44,000 school bus inspections annually.

As a result, NJMVC Roadside Inspection Trucks utilized for such operations must be based upon the required 19,500 GVWR Cab & Chassis. The Specifications detailed within this RFQ support both Roadside and School Bus Inspections operations.

ADDITIONAL INFORMATION

NOTICE TO CONTRACTORS

Note: The Vendors [Contractors] must either hold a current NJ State business registration or become registered with the State of New Jersey to satisfy standard eligibility requirements to conduct business within the state.

BIDDER RESPONSIBILITIES

Bidders assume sole responsibility for the complete effort required in submitting a Quote in response to this RFQ. No special consideration will be given after Quotes are submitted because of a Bidder's failure to be knowledgeable as to all the requirements of this RFQ. Bidders are advised to avoid substitution of any item (i.e., part, component, equipment, feature, accessory, material, performance, capacity, rating, design, or control), or feature specified within this RFQ without clearly identifying any proposed deviation and providing a written justification for such deviation in its quote. The Bidder must also request in writing an advanced written authorization from NJMVC State Contract Manager (SCM) to deviate from the specifications enclosed within this RFQ.

COST LIABILITY

NJMVC assumes no responsibility and bears no liability for costs incurred by a Bidder in the preparation and submittal of a Quote in response to this RFQ.

SCOPE OF WORK & DELIVERABLES

VEHICLE SPECIFICATIONS and REQUIREMENTS

Vendor {Contractor} Responsibilities

The Vendor {Contractor} must comply with each of the following requirements and perform all tasks as detailed within this Request for Quote, unless otherwise noted within this RFQ.

Each finished Inspection Vehicle provided by the Vendor {Contractor} must meet or exceed all specifications enclosed.

- The Mobile Roadside Inspection vehicle provided by the Vendor {Contractor} MUST be the most current model year production vehicle.
- The Vendor {Contractor} shall provide a new vehicle only and any vehicle supplied must be a standard manufacturer's product line available to the general public or public safety agencies. NJMVC will not accept any used vehicle(s).
- The Vendor {Contractor} shall provide documented evidence of its status as a franchised and/or authorized factory representative for the vehicle specified within this RFQ.

- The Vendor {Contractor} must provide a copy of its dealer / distributor / reseller Authorization Letter from the vehicle chassis manufacturer and/or original equipment manufacturer (OEM) or aftermarket equipment manufacturer with each vehicle ordered by NJMVC.
- The Vendor {Contractor} must provide its Authorization Letter to the NJMVC upon request, in advance of any pre-build conference and/or award of any Blanket Purchase Order (P.O.) resulting from this RFQ,
- The Vendor {Contractor} must upon request, submit a letter of certification from the manufacturer whose product is supplied, certifying that the dealer or agent is authorized by the manufacturer to supply the specified vehicle.
- The Vendor {Contractor} must identify its selected local or regional dealer(s), distributors, fabricators, 3rd-party equipment manufacturers and/or agents engaged to provide the specified vehicle cab/chassis platform and any parts or services necessary to build the specified vehicle.
- NJMVC reserves the right to request such certification and to require that such certification be delivered within five (5) working days from the time it is requested. The Vendor {Contractor} must notify the NJMVC of any changes in its franchise status with its selected manufacturer immediately upon documented receipt of such status change. In the event the Vendor {Contractor} is unwilling or unable to provide or confirm its good standing with its selected manufacturer to the NJMVC within five (5) business days of receiving such a request or notification, NJMVC reserves the option to terminate any business relationship or cancel any PO issued to the Vendor {Contractor} with no further consideration or recourse.
- The Vendor {Contractor} must also provide documented evidence its selected vehicle manufacturer maintains and shall provide a full parts inventory and demonstrate a well-established equipment and service support record within the United States (U.S.A.) for the vehicle quoted.
- The Vendor {Contractor} shall verify its selected manufacturer hold no less than five (5) years prior assembly, maintenance, and technical support experience for the specified vehicle, also within the U.S.A.
- The Vendor {Contractor} must verify its selected vehicle manufacturer, fabricator, and/or any third-party (3rd-party) manufacturer(s) of equipment specified within this RFQ employ readily available, after-the-sale technical support staff based within the U.S.A.
- The Vendor {Contractor} shall verify its selected vehicle includes all standard equipment and manufacturer's standard warranties, whether or not specifically called for herein.
- The Vendor {Contractor} must provide a copy of its dealer / distributor / reseller Authorization Letter from the vehicle chassis manufacturer and/or original equipment

manufacturer (OEM) or aftermarket equipment manufacturer with each vehicle ordered by NJMVC.

- The Vendor {Contractor} must provide its Authorization Letter to the NJMVC upon request, in advance of any pre-build conference and/or award of any Purchase Order (P.O.) resulting from this RFQ.
- NJMVC reserves the right to inspect the Vendor's {Contractor's} facilities, as well as its local or regional dealer(s), distributors, fabricators, 3rd-party equipment manufacturers, agents and/or aftermarket installer(s) facility. This provision applies throughout the active RFQ period, the full term of any contract or purchase order resulting from this RFQ, and any extension(s) thereof.

DEVIATIONS OR SUBSTITUTIONS

Vendors {Contractors} are advised not to take any deviations or make any substitutions to the stated vehicle specifications. Deviations and substitutions may be submitted only in the event no other vehicle manufacturer or 3rd-party equipment manufacturer option is readily available for the vehicle(s) provided as a result of this RFQ.

In the event such preceding circumstance becomes evident, and the Vendor {Contractor} must substitute an item (i.e., part, component, equipment, feature, accessory, material, performance, capacity, rating, design, or control), or feature specified within this RFQ, the Vendor {Contractor} must clearly identify any proposed deviation and provide a written justification to the NJMVC SCM for any deviation.

The Vendor {Contractor} must also request in writing, an advanced written approval from the NJMVC SCM to deviate from the specifications enclosed within this RFQ.

The Vendor {Contractor} must provide complete and accurate information as on each specified price line and include the make, model, model year, manufacturers and dealer's options, and installer information.

No exception to this requirement shall be permitted by the NJMVC unless approved in writing by the NJMVC State Contract Manager (SCM).

MATERIALS AND WORKMANSHIP

Materials used in the manufacturing of the specified vehicle and all related equipment shall be of the best commercially reasonable quality available and must be suitable for the vehicle's specific purpose and application and deployment in daily commercial practice. No previously used or refurbished parts are permitted and must not be utilized by the manufacturer(s), fabricator(s), or the Vendor {Contractor} for any vehicle build specified within this RFQ or provided as a result of this RFQ. Manufacturers who have sold used or refurbished equipment to the State under the pretense of new equipment are not permitted to quote on this Bid RFQ or provide any parts, equipment, sub-assembly or completed assembly unit for the specified Mobile Inspection

Vehicles. All workmanship, welding, and construction shall be of the highest grade possible throughout and in accordance with the best commercial standards and applicable trade practice.

WARRANTY

The Vendor {Contractor} shall ensure that the manufacturer whose product is supplied has a servicing dealer or service location to provide warranty and recall service and/or repair, located within 25 miles from Trenton, New Jersey, deemed to be reasonable by NJMVC. The servicing dealer or location must stock a full range of new spare parts for all vehicles serviced and must be capable of delivering regularly stocked parts within twenty-four (24) hours of order. All parts, including special orders, must be delivered within seventy-two (72) hours of order. The Vendor {Contractor} may use an aftermarket installer's location to satisfy this requirement, provided this is disclosed within its Quote.

All warranty replacement parts and components of each vehicle as supplied under any contract resulting from this RFQ shall be identical to the OEM parts and equipment originally provided with the specified vehicle(s), for example, alternators, pumps, switches, motors, filters, distributors, etc.

POST-ORDER PRE-PRODUCTION MEETING/PRE-INSTALLATION MEETING AND INSPECTIONS

The Vendor {Contractor} shall coordinate with, schedule, and present a post-order pre-production meeting to authorized NJMVC personnel at a mutually agreed upon location convenient to the NJMVC. The Vendor {Contractor} shall provide all necessary pre-build drawings, specifications, schedules, and related information to the NJMVC SCM and authorized NJMVC personnel for review and discussion in advance of any post-order, pre-production meeting and prior to building any prototype vehicle or scheduling the production.

Only after the post-order meeting, as required by the NJMVC, and subsequent, written NJMVC/SCM approval of all pre-build drawings, specifications, schedules, and related information, shall the Vendor {Contractor} begin production.

Upon NJMVC/SCM request, the Vendor {Contractor} shall coordinate a pre-paint inspection for each vehicle ordered with the NJMVC SCM.

PRE-ACCEPTANCE INSPECTIONS

The Vendor {Contractor} shall coordinate with, schedule, and present a finished vehicle pre-acceptance meeting to authorized NJMVC personnel at a mutually agreed upon location convenient to the NJMVC. The Vendor {Contractor} shall provide all necessary build and/or as built drawings, specifications, schedules, and related information to the NJMVC/SCM and authorized NJMVC personnel for review and discussion, up to thirty (30) days in advance of any vehicle pre-acceptance meeting and prior to any scheduled vehicle delivery date.

The Vendor {Contractor} shall schedule a vehicle delivery date only after successful completion of the pre-acceptance meeting and written resolution of any NJMVC concerns by the Vendor {Contractor}.

Upon NJMVC/SCM request, the Vendor {Contractor} shall coordinate a pre-paint inspection for each vehicle ordered with the NJMVC SCM.

The NJMVC reserves the right to request an inspection, and physically inspect the vehicle(s) at the Vendor's {Contractor's} facility at any time, or alternatively, require that the Vendor {Contractor} make the vehicle available for inspection at a mutually agreed upon NJMVC designated site. If, during such vehicle(s) inspection at the designated NJMVC site, it becomes apparent that corrections/alterations must be made to the vehicle(s) to comply with the NJMVC/SCM approved vehicle specifications which cannot be corrected by the Vendor {Contractor} at the designated NJMVC inspection facility, the vehicle(s) will be rejected by NJMVC. In the event any vehicle, or component thereof is found to require correction, alteration or otherwise identified as deficient ("Out of Spec") by the SCM and authorized NJMVC vehicle inspection personnel and cannot be corrected by the Vendor {Contractor} at the designated NJMVC inspection facility, the Vendor {Contractor} must transport any deficient vehicle(s) to its facility for spec compliance correction at no expense to the NJMVC. Following such deficiency correction, the Vendor {Contractor} must re-deliver the vehicle to the NJMVC for re-inspection at no additional cost to NJMVC.

To facilitate NJMVC vehicle inspection(s) at the Vendor's {Contractor's} selected vehicle build site, the Vendor {Contractor} must provide a service bay and authorized, repair shop and engineering personnel, knowledgeable and skilled in the construction build of the specified NJMVC Inspection Vehicles for all inspections performed at the Vendor's {Contractor's} site.

Note: Final inspection and acceptance of the vehicle shall occur at a designated delivery and inspection location as determined by NJMVC/SCM. The Vendor {Contractor} will be provided with an exact delivery date, time and location following NJMVC receipt of a formal, written completion notification for any finished Inspection Vehicle(s) in advance of the scheduled vehicle delivery date.

VEHICLE SPECIFICATIONS and DELIVERY REQUIREMENTS – GENERAL PROVISIONS

IMPORTANT NOTE: The Vendor {Contractor} must meet or exceed all enclosed specifications for all Inspections Vehicles. The Vendor {Contractor} shall deliver each Inspection Vehicle to the NJMVC at its designated delivery location in finished condition, fully assembled, serviced and ready for immediate use and deployment. Unless otherwise specified; any parts, components, equipment, accessories, controls, materials, features, performances, capacities, ratings, or designs needed to operate and transfer ownership of each Inspection Vehicle shall be furnished with each respective vehicle whether or not such items are specifically detailed within this RFQ and/or required herein. The Vendor {Contractor} must supply any item not specified herein but deemed necessary for full functionality, purpose and/or application of any component of, and/or the vehicle itself.

The Vendor {Contractor} must comply with all applicable Industry Standards & Practices, appropriate NJ State and Federal Safety Standards, Regulations, Society of Automotive Engineers (SAE) and other applicable standards always in securing the Inspection Vehicle cab and chassis platform and at all times during the specified vehicle build and finishing. Unless otherwise specified, the Vendor {Contractor} shall not delete or replace any manufacturer's Original Equipment Manufacturer (OEM) standard item with an aftermarket option. In addition, the Vendor {Contractor} shall not substitute any item (part, component, equipment, feature, accessory, material, performance, capacity, rating, design, or control), without first requesting in writing, an advance written approval and authorization from the NJMVC State Contract Manager (SCM).

VEHICLE DELIVERY

No exception shall be permitted to these noted requirements.

- Each vehicle shall be delivered with at least ½ tank of fuel.
- Each vehicle furnished must be protected to -20 degrees F, with a permanent-type anti-freeze.
- Vehicles provided shall be manufacturer's base model with all necessary upgrades and/or accessories required by and specified within this RFQ. All accessories shall be supplied and installed by the manufacturer. Dealer installation is permitted only if factory installation is not available.
- Vehicle paint color: Manufacturer's standard white. All painted surfaces must be finished in the same color.

The frame, fenders, underbody, cab, etc., except driveshaft, exhaust system, and other mechanical components must be completely undercoated. Undercoating must be composed of a non-volatile base, grit, and abrasive free material, dispersed in a petroleum solvent, which shall provide a homogenous formulation. All undercoating must be applied to a uniform thickness with no bare spots.

MANUALS

The Vendor {Contractor} shall provide one (1) build sheet for each vehicle listing its components. A vehicle build sheet shall include all assembly systems and/or components required for full functionality of the Inspection vehicle as specified within this RFQ. The Vendor {Contractor} must provide design, operation and maintenance manuals for each vehicle including assembly systems and/or components necessary to the construction, purpose, and operation of the Inspection vehicle. The Vendor {Contractor} shall also include any other design, operation and maintenance manuals not specified above, but necessary to the full functionality of the Inspection vehicle as specified such as:

1. Hydraulic pump and hydraulic systems.
2. Engine drives and chassis.

3. Transmission.
4. Electrical system.
5. Lubrication system.
6. Body.
7. Generator.
8. Air Conditioner and heater; and
9. Lights.

The manuals must be delivered to the NJMVC State Contract Manager (SCM) upon delivery of the vehicle. Failure to supply the manuals may delay approval of invoices for payment.

The manuals are required and must be supplied to the NJMVC by the Vendor {Contractor} with each Inspection vehicle purchase.

GUARANTEE/WARRANTY

The Vendor {Contractor} must guarantee that the vehicle and all its component parts comply with the current, applicable Federal Motor Vehicle Safety Standards (FMVSS) and New Jersey State Motor Vehicle Code Regulations, perform their functions adequately, and operate successfully without undue wear or vibration. The Vendor {Contractor} shall immediately replace and install free of charge any part that may break or fail by reason of defective material or workmanship within a period of one (1) year from the date of acceptance by the MVC. The Vendor {Contractor} must maintain a supply of component parts for the expected life of the unit.

The Vendor {Contractor} must supply the Manufacturer's Certificate of Origin (MCO) at the time of delivery.

VEHICLE SPECIFICATIONS – BASE VEHICLE PLATFORM

NJMVC requires a 19,500 GVWR chassis to fulfil the RFQ specification. The Contractor is instructed to note the overall length of the vehicle is approximately 19'6", and the cab drawing is for illustrative purposes only. The contractor must state clearly whether it is able to purchase the required OEM vehicle from the manufacturer or alternatively, has the capability to build the walk/crawl through cab and chassis feature for the Ford (F-550). The Contractor must state its full build and /or upfit capability to OEM standards if the original vehicle manufacturer is unable to offer or provide this cab configuration.

1. Exterior. Overall, Body Length – Not to exceed 19'6" including accessories (e.g., step bumper and over-cab storage attic)".
2. Exterior. Overall Width – 96".
3. Exterior. Overall, Height – Not to exceed 11' 6" including accessories (e.g., heat / Air conditioning unit).

4. Interior Work Area Length – Not to exceed 16’.
5. Work Area Width – 91”.
6. Storage Area Length – 4’
- 6 Front Capacity – No less than 5,000 lb. GVWR.
- 7 Rear Capacity – No less than 9,500 lb. GVWR, capable of supporting anticipated load; and
- 8 Top Speed – Must be able to obtain Highway speed of 65 Mph fully loaded.

BRAKES

1. Power Disc Brakes – 4 Wheel Anti-Lock system must be provided.
2. Brakes must incorporate manufacturer’s standard or optional non-asbestos-type brake linings.

CAB

1. Type
Pass-through standard cab.
2. Seating Capacity –
Standard cab / Two (2) personnel.
3. Seats –FMVSS approved driver and passenger bucket-type seats with seatbelts. Installation of box body / command workstation area must not impede the use of the seat and seatbelts. The seats must have full forward and reverse travel of seat pedestal.
4. Cab components must include a finished and fitted front bumper and grille (chrome finish preferred), tinted safety glass windshield and side windows, internal door locks on all doors and external keyed locks.
5. All doors must have safety latches.
 - a. Two (2) complete sets of keys must be supplied with ignition and doors keyed alike.

6. Vendor {Contractor} must provide and the base vehicle cab shall include the following features as standard equipment for each Inspection vehicle:
 - a. Electric horns (dual horns preferred), dual sun visors, dome light, dual armrests, ventilators, light switches, full insulated headliner, AM/FM radio with Auxiliary (AUX) or wireless “near-field” input capabilities and Global Positioning System (GPS) designed specifically for trucks, digital lock, and two (2) speakers.
 - b. Gauges/Indicators – Ammeter or voltmeter, oil pressure, water temperature, fuel, speedometer, odometer, and engine hour meter. All gauges are to be calibrated in respective units.
 - c. Outside Rearview Mirrors – Dual telescopic side mirrors, one of each side of the cab. The side rearview mirrors shall clear the width of the body and not be included in the overall vehicle width measurement.
 - d. Windshield Wipers – Left and right.
 - i. Type – Two (2) speed heavy-duty windshield wipers with intermittent and adjustable speed feature including automatic and manual windshield washer capability and controls.
 - ii. Capacity – Windshield wiper system must effectively provide clear through-the-windshield visibility under all inclement weather conditions including a continuous snow load.
 - e. Heater and Defroster – Heavy duty, fresh air heater and defroster.
 - f. Factory Installed – Tilt steering wheel, power steering, cruise control, air conditioning, running boards and/or steps – diamond Plate 1/8 inch, two step, step saver stepwell. Outside grab handles, no less than five (5) grab handles shall be installed at all body doors; and
 - g. Mud Flaps – To be mounted in back of rear wheels. Mud flaps must not display any advertisement and shall not obscure taillights in any way.

ENGINE/TRANSMISSION

Electronic Fuel Injected “V” configuration. Contractor (Vendor) Manufacturer’s Specific Gasoline Engine must support the 19,500GVWR with a six (6) or more speed automatic transmission or better. Vendor {contractor} must provide full specifications for engine, transmission, AND COOLING SYSTEM

1. The cooling system must be capable of maintaining safe engine and transmission operating temperatures over extended daily use, including any necessary extended idling periods.

Increased cooling capacity radiator and clutch type fan with long-life coolant are typically required for routine vehicle operations.

A. FUEL SYSTEM

NJMVC prefers a fuel tank capacity of fifty- five (55) gallons. However, NJMVC may consider and accept the manufacturer standard (OEM) original equipment as a satisfactory fuel tank capacity for the vehicle specified within this RFQ, should the cab and chassis configuration preclude the installation or modification of the fuel capacity.

1. Fuel Tank Capacity – Fifty-five gallons minimum

B. Steering:

1. Power steering, tilt wheel

C. Suspension

1. Independent front suspension, twin–L-beam, coil spring preferred; and
2. Heavy-duty front and rear shock absorbers
3. Ancillary or additional rear suspension springs to accommodate body weight.

D. WHEELS

1. Six (6), 8 (eight) - hole disc 6.0-K.
2. Dual rear wheels.
3. Radial tires LT225/75RX16E BSW A/S or better.
4. Seven (7) wheels (includes spare).
5. Stainless steel chrome wheel simulators preferred as standard equipment for all visible wheels.
6. Rear inboard tire rigid or flexible air valve stem extenders to facilitate checking inboard rear tire pressures.
7. Tire load rating must meet or exceed the GVWR requirement; and

8. Manufacturer's recommended tire pressure must be stenciled in black paint over each tire on the fender or body in 1" high letters. Spare tire must be included and mounted on spare rim.

E. CHASSIS EQUIPMENT

1. Cross type tire wrench.
2. Hydraulic jack of ample capacity and ability to raise vehicle to facilitate a tire change.
3. Emergency warning triangles, to meet FMVSS No. 125; one set of three (3) triangles packed in storage case.

One (1) 10lb. dry chemical fire extinguisher 10 B.C. rated. Extinguisher and mounting brackets should be shipped loose; and

4. Ten (10) person First Aid Kit packed in a metal or plastic case.
5. Chassis equipment shall be mounted where designated by NJMVC designee during Post Bid, Pre-Production meetings.

ELECTRICAL SYSTEM

1. Alternator – **Capable of supporting Vehicle Electrical system and Emergency Auxiliary Lighting.**
2. Batteries – Maintenance free 58 Ampere Hour 750 CCA (minimum) main battery.
3. Heavy-duty auxiliary maintenance-free battery, 58 Ampere Hour 750 CCA (minimum).
4. Batteries must be housed in a sturdy, non-corrosive material box and must be easily accessible.
5. All wiring must conform to NEC article 551.47. Vendor {Contractor} must support all Vendor {Contractor}-installed wiring on 12" centers, protected from metal edges using grommets, loom, sleeves or other approved protective material. All Vendor {Contractor}-installed wiring shall follow a consistent color coding, visibly tagged at connection points. All connection points and junctions shall be within an appropriate, approved vehicle enclosure. All wiring must be properly connected to terminals and/or connectors. All under vehicle exposed second stage Vendor {Contractor}-installed wiring shall be protected within conduit or junction boxes and weatherproof connections.

6. Vendor {Contractor} must provide with each vehicle a comprehensive, accurate wiring ledger and schematic listing and identifying all vehicle circuits.
 - a. Transfer Switch – One (1) neutral breaking automatic transfer switch must be installed in each vehicle. Transfer switch contact load rating shall be a minimum of 50 amp. Transfer switch shall default to the shore power connection and automatically transfer loads to the generator when unit is started.
 - b. Shore Power – One (1) shore power 30 amp-120/240-volt four (4) wire power input with corrosion resistant spring-loaded cover designed for use in damp and wet locations.
 - c. One (1) 30 amp-120/240-volt four (4) wire shore power connection cord, 25' minimum length with locking connector.
 - d. One (1) 30-amp four (4) wire to 20-amp three (3) wire adapter shall be provided for battery charging.
 - e. Breaker Boxes – Two (2) NEC article 551.30 and 551.31 compliant service entrance circuit breaker boxes with trip-type resettable circuit breakers. Contractor must specify the breaker box capacity and compliance. Contractor must clarify if its proposed breaker boxes meet or exceed the requirement of the RFQ.
 - f. One (1) panel board circuit breaker box with trip-type resettable circuit breakers (fuse protection not acceptable). Boxes installed in accordance with NEC article 551-45. All branch circuits shall be protected against overcurrent in accordance with NEC article 551-45.
 - g. Outlets – Three (3) weather and corrosion resistant exterior mounted GFI protected 120V AC duplex outlets, with spring loaded covers rated for continuous all-season exterior use,
 - I. Two (2) mounted at rear of vehicle,
 - II. Two (2) passenger side, one at the leading position of the body and one aft of the rear axle.
 - III. Two (2) driver side, one at the leading position of the body and one aft of the rear axle.
 - IV. One (1) four gang outlet, mounted nearest the rear doors within rear storage area.
 - h. Three (3) interior duplex outlets are to be supplied at the workstation areas.
 - i. Two (3) six (6) position (minimum) power strips must be supplied and mounted above each of the larger workstation's countertops and above the rear workstation; and

- j. Lamp Assembly – Two (2) LED twist lock tripods, full size, heavy duty, moisture, corrosion, and galvanic corrosion resistant, led assemblies capable of supplying 18,000 – 20,000 lumens or greater with 5–90-degree angle optics. Tri-pod LED light assemblies must have stowage mounts anchored to the bulkhead in the rear storage area of the vehicle.
- k. Generator – One (1), not less than 7,000-watt Electronic Fuel Injection (EFI) commercial/industrial generator installed in compliance with NEC article 551.30. Generator output capacity must support not less than two (2) load legs at no less than 29.2-amp minimum service each with a minimal capacity of 58.4 amps. All components used in the installation must be heavy duty commercial/industrial rated and designed for extended operation in severe weather and extreme use conditions. Recreational vehicle or other non-commercial rated components will not be accepted. Generator shall be mounted on a slide-out locking tray and must include a dedicated, independent starting battery per manufacturer’s recommendation. All installations will be to industry standards.
- l. A solid-state isolation circuit (160-amp minimum rating) shall be installed between vehicle battery/alternator and generator battery for charging purposes; and
- m. Generator to be fueled from vehicle fuel tank. Generator fuel pick-up tube cannot extend into vehicle main fuel tank below one quarter (1/4) of the overall fuel tank capacity.

F. VEHICLE POWER AND LIGHTING – 12V DC

- 1. All Vendor {Contractor} -installed 12V DC wiring must be NEC Article 551.47 compliant. Additionally, DC wiring must be uniquely color coding with identification tags installed for individual circuits.
- 2. Vendor {Contractor} must supply one (1) Auxiliary fail-over battery with ample starting capacity for operating vehicle, generator and 12V accessories.
- 3. The 12V DC power of the vehicle shall be provided by either the auxiliary vehicle battery or the one (1) on-board installed 12V DC power converters, 80-amp electronic power converters with built-In battery charger.
- 4. A solid-state isolation circuit (160-amp minimum rating) shall be installed between vehicle battery/alternator and auxiliary battery.
- 5. One (1) fully automatic battery charger/converter with a minimum capacity of 40 amps is required. Engine and generator batteries shall be re-charge capable whenever the vehicle is connected to shore power or when generator is operating.

6. Individual circuit fuses must be installed within a protected housing and shall be accessible without the use of tools.
7. Four (4) 4K white LED overhead lights, 4” round with stainless steel trim ring may be preferred; and
8. Ten (10) recessed 4K white overhead, high intensity light fixtures, approximately 6”x17.5”, 42 LED elements (minimum).

G. BODY

Storage Attic – Approximately 91” wide x 24” high x 24” deep extending from front of body over vehicle cab.

1. Dimensions:
 - a. Minimum work area length – 16’.
 - b. Minimum storage area length – 4’.
 - c. Minimum interior height – 84”; and
 - d. Load space width – 91”.
2. Walls
 - a. .040 pre-painted and clear coated smooth aluminum side panels matching vehicle cab.
 - b. 5” minimum fiberglass cab to body extension; and
 - c. Solid hum buckle riveting of walls.
3. Corners:
 - a. All steel galvanized rear posts and headers.
 - b. Galvanized wall posts on 16” centers.
 - c. Welded and reinforced all steel rear corners; and
 - d. Aero dynamic wind deflector and corner posts.
4. Roof – One (1) piece aluminum roof.
5. Flooring – Dense pine sub flooring. Minimum construction must be 2” x 6” planking.
6. Side Body Door – 32” wide passenger side door with window. Diamond plate, two (2) step, step saver well is required for durability and ease of access. Step well shall

be coated with anti-slip/skid material. Vendor {Contractor} must specify diamond plate material thickness Side door hardware must include a commercial grade, two-point latching system with interior and exterior grab handles installed on each door.

7. Rear Doors – Two (2), 30” wide doors at rear of body with three (3) position bar lock with padlock accommodations. No windows in rear doors.
8. Inside of all doors lined with aluminum sheet metal skins, minimum thickness .040”.
9. Rear Bumper – Full width rear step bumper no less than 16’, with heavy duty, non-slip, and abrasive-grip finish bed liner type material applied.
10. Exterior Lighting – FMVSS108 compliant recessed, spliceless exterior lighting.

H. CUSTOMIZED INTERIOR CONFIGURATION

1. Operations Area interior shall have the following minimum cabinetry, features, and equipment. All required items must be included. Vendor {Contractor} must provide a minimum of three (3) layout drawings prior to construction. Required views include overhead view, passenger side elevation, driver side elevation, and any additional views necessary to accurately depict the floor plan of the vehicle.
2. A Sliding bulkhead door is to be installed between the cab and rear work area of the vehicle. Door to be equipped with a locking latch. When door is open, vehicle features direct walk-through Access/Entrance from the cab to the operations area.
3. 22” x 36” window with screen section and dark tinting installed in passenger and driver side wall, aft of the side access door, nearest to the rear workstation,
4. All vehicle wall and ceiling areas insulated with automotive type fibrous batting secured in place via a sprayed-on adhesive.
5. Walls and ceiling finished in Fiber Reinforced Plastic (FRP) surfaced fiber substrate panels with white pebble grain finish. Panels secured to vehicle ribs via industrial grade aluminum rivets. General wall areas finished in pebble grain FRP laminate.
6. Contour formed fabric finished aluminum panels provided for access to installed operations area wiring. Aluminum panels to be fabric finished and be provided around entire perimeter of operations area.
7. A solid wall partition of the same FRP finish as the other interior walls is installed approximately four feet (4) in from the rear doors. Partition separates the rear storage area of the vehicle from the front operations area of the vehicle.

8. Floor in the operations area of the vehicle is leveled with minimum ½” exterior grade AC rated plywood attached to vehicle sub floor with screws spaced no more than 12” apart. Plywood is coated with adhesive (as recommended by flooring manufacturer) and finished in a seamless industrial rubberized flooring. All edges capped with aluminum trim attached with counter sunk screws.
9. Flooring in the rear storage area will be aluminum diamond plate applied over the commercial body subfloor.
10. All storage cabinets will be constructed with minimum .060 thick 3003-H14 aluminum. Heavy duty storage cabinets to feature welded tubular steel framing of 1” X 1” X .060 and 1” X 2” X .060 seamless tube.
11. Cabinets to have an industrial, baked on, polyurethane paint or powder coat finish. All metal cabinets are to be degreased in a trichloroethylene vapor wash, thoroughly dried, and undercoated with phosphoric etch primer.
 - a. Final polyurethane paint finish to be applied in two (2) coats (minimum) with final texture coat applied to a minimum two (2) mil thickness.
 - b. Cabinet finish is to be baked-on in a convection type industrial oven at 160 degrees F (minimum).
 - c. Two (2) floor mounted cabinets to be provided on driver side of vehicle cabinets to be equipped one (1) adhesive laminate or steel finished door each. Doors are equipped with vise action positive latching mechanisms with an adjustable grip range of 1.53” to 2.15”.
 - d. Adhesive laminate or steel finished doors to be mounted to steel frame of cabinets via adjustable blind hinges recess mounted in doors for strength; and
 - e. All hardware utilized for vehicle cabinetry is to be heavy duty and designed for mobile applications. General light duty, home or decorative hardware is not acceptable. Top surface of cabinets to be finished with countertop laminate work surface as specified in Section 14 below.
12. Three (3) 30” wide X 18” high X 18” deep aluminum wall mounted cabinet modules to be installed above the rear workstation. Equipped with locking doors, horizontally hinged with gas assist cylinders.
13. Two (2) combination two (2) drawer file cabinets of welded steel tubular frame and aluminum panel construction.
 - a. Cabinets shall feature one (1) box drawer and one (1) file drawer. Cabinet design shall provide for the installation of a combination lock type safe provided by the Vendor {Contractor} which shall have a minimum UL Class 350 1-hour fire rating.
 - b. Drawers must be secured to frame with full extension, detent closure and ball bearing slides.

- c. Drawer faces shall be finished with adhesive laminate or steel and include positive latching mechanisms; and
 - d. Aluminum panel finish and adhesive laminate or steel colors must match all other vehicle cabinetry.
14. Two (2) adhesive laminate, solid surface (or equivalent durable surface) finished work counters shall be provided by the Vendor {Contractor}. Work counter / rear operations desk located at the rear operations area must be mounted to welded tubular steel frame capable of supporting 350 pounds. Adhesive laminate or solid surface composite finish of counter and paint finish of framing must be color coordinated with other vehicle interior cabinet finishes.
 15. The first work counter / operations desk shall be located across the rear work area of the body and extend forward on each side of the body as far as design permits creating a “U” shaped counter.
 16. The second work counter / operations desk shall be located on driver side, mounted forward of the rear seating space, and expanded over the rear mounted file cabinets.
 17. Two (2) adjustable 300lb capacity, five (5) caster swivel base office chairs with arm rests provided by the Vendor {Contractor} must be capable of being secured in place during transit. One (1) chair for each operations desk.
 18. Approximately five (5') linear feet (minimum) of bench seating with storage beneath shall be provided on the driver side of the operations area. Bench seats supplied with pebble grain FRP front panels.
 19. 7” high kick plate of 1/8” Diamond Plate aluminum installed along bottom edge of bench seat. Bench seat tops with a minimum of 3” thick foam padding covered in automotive fabric finish. Bench fabric cover must be secured in place over plywood panel with continuous heavy-duty staples along entire perimeter of top. Tops secured in place to bench frame via Velcro fasteners.
 20. Back rests of same type construction as seat tops. Back rests secured to wall areas above bench seat pads.
 21. Rear Storage area of vehicle shall be equipped with two (2) open shelf storage cabinets. Cabinets must be designed to securely contain typical operational equipment utilized by NJMVC personnel including, but not limited to mechanics creeper, additional traffic cones, etc. Vendor {Contractor} design must be depicted in required layout drawings. Final design approval will be required by the NJMVC designee.
 22. Storage compartment side walls must be equipped with E channel type retention / securing track to provide additional storage capabilities for NJMVC supplied equipment. Four (4), 10' or longer ratcheting binders to be provided by the vendor.

23. A commercial dye sublimation photographic printer provided by the Vendor {Contractor} is to be securely installed onto the work counter as designated by NJMVC.
24. One (1) Enterprise grade, color laser wireless printer/scanner/copier provided by the Vendor {Contractor} is to be securely installed onto the right-side workstation counter as designated by NJMVC; and
25. Two (2) wall mounted, 24" flat panel LCD computer monitors with an HDMI cable provided by the Vendor {Contractor} are to be securely installed onto the rear bulkhead wall above the workstation counter as designated by NJMVC.

I. CONVERSION – SPECIFICATIONS/EXTERIOR

1. Generator compartment access door manufactured of not less than .090 3032 aluminum sheeting with channel bend ends all sides. Box pan frame to include 45-degree chamfer corners mounted with stainless steel hardware.
2. Generator door must be mounted to frame at lower edge with stainless steel continuous piano hinge. Door must secure in a closed position. Generator door should include a lockable compression latch, corrosion resistant 302 stainless steel or better tension spring and adjustable grip range of 1.5" to 2.25". Non-adjustable slam type latches and locks are not acceptable.
3. Generator to be mounted on a locking slide assembly that will adequately support the generator weight and allows access to the unit for service.
4. Sedan type side access door passenger side of vehicle. Aluminum diamond plate side entry steps with door operated step lights equipped with an override switch. Step surfaces to be treated with anti-skid or bed liner material with abrasive grip finish.
5. Two (2) exterior mounted storage boxes constructed of minimum .125" 5052-H32 brushed satin #2 finish marine grade aluminum. One (1) storage box mounted on driver side and one (1) storage box mounted on passenger side of vehicle. Both storage boxes sized (width) to optimize available space. All storage boxes are 19" D x 12" H.
 - a. Box pan door construction mounted over interior integral rain gutter. Door mounted with .070 (minimum) thick stainless-steel hinge with 1/4" pin and 3/8" (maximum) knuckle.
 - b. Stainless Steel two (2) point securing T-handle with lock; and
 - c. All mounting hardware to be stainless steel.
6. A traffic cone storage bracket will be mounted to the rear step bumper.

7. Custom computer-generated reflective vinyl lettering and mid-stripe to match existing NJMVC Inspection Services colors and layout. Graphic depictions of door and side-body decals and/or logos will be provided by NJMVC to the vendor for factory installation. NJMVC to provide required wording. Vendor to provide computer generated lettering and decal layout for approval. Examples to be provided by NJMVC utilizing industry standard cyan, magenta, yellow, and black color values and requested sizes (see attached drawings); and
8. Chevron type conspicuity tape will be applied to the rear of the vehicle and outline the rear edges.

J. SLIDE-OUT COMPUTER STATION:

1. A slide out computer station is to be provided on driver and passenger side of vehicle nearest the rear desk workstation. Slide-out stations are to consist of slide-out tables, which can securely hold vendor supplied 21” LCD monitors with 1000 units or greater screen brightness with a contrast ratio greater than 5 to 1, a flip-up doors and a receiver for a removable computer keyboard trays. Flip-up doors are to act as a sunscreen for computer monitors.
2. The slide-out table is to be situated directly inside the flip-up doors. It is to be able to be secured in the fully retracted and extended position. In the extended position, an operator should be able to view the screen while standing directly outside of the vehicle.
3. The flip-up door is to measure approximately 24” x 24”. The top of the door opening is to be 84” from ground level. The door is to incorporate low-pressure lift(s) for easy open/close. It shall be constructed to allow minimum deflection of the door and the door opening framework during operation. The door or compartment perimeter is to incorporate weatherproof gasket(s) and have plastic slats to reduce loss of heat/AC from vehicle.
4. The door is to be lockable from the outside of the vehicle. Two (2) sets of keys to be provided.
5. A receiver or wide lip is to be situated at the lower part of the door opening on the outside of the vehicle. This will be used as a rest for a removable computer tray.
6. The tray is to be constructed of rigid aluminum with a lip on the forward portion to aid in the securing the keyboard. Brackets extending vertically upward from the tray are to be of adequate strength to hold the weight of the tray and the keyboard. Tray height from the ground in operational position to be approximately 44”.
7. 110-volt power outlets shall be positioned as near as design permits to the interior body side slide-out door opening; and
8. The slide-out is to incorporate a locking drawer capable of storing controlled items within dedicated compartments customized to NJMVC specifications. Interior

drawer shell shall be removeable to securely store in vendor provided by the Vendor {Contractor} safe. Lift cover or tension arms to be incorporated in design to prevent items from being blown out of drawer by wind. Rudimentary drawings to be provided by NJMVC.

K. OPERATIONAL LIGHTING AND SAFETY FEATURES

1. Six (6) flush mounted LED floodlights with five (5)-90-degree angle optics, each with group of two (2) side lights and group of two (2) rear mounted lights switched separately. Each lamp assembly shall be heavy duty, moisture, corrosion, and galvanic corrosion resistant, LED assemblies capable of supplying 18,000 – 20,000 lumens or greater; Each group of two (2) side lights and two (2) rear mounted lights switched separately.
2. Two (2) grill mounted, red / blue LED flashing lights.
3. Six (6) flashing LED warning lights. One (1) red / blue LED flashing warning lights. Light size to be approximately 2” high by 4” long and mounted on each front fender, one (1) mounted on each front lower corner of body and one (1) mounted on each rear lower corner of body. Color distribution to be determined by manufacturer and final approval of configuration by NJMVC designee.
4. One (1) rear roof mounted eight (8) segment or greater, LED traffic advisor light bar mounted above rear doors.
5. Audible Back-up Alarm:
 - a. Sealed solid state electronics.
 - b. Durable glass reinforced nylon design - must withstand steam cleaning; and
 - c. 97db, 6-36V DC range.
6. Rear Observation System with Audio:
 - a. Rear/reverse digital camera back-up system with audio.
 - b. Liquid Crystal Display (LCD) monitor, 7-1/8” W x 4-3/4”H x 1” D
 - c. Commercial grade housing equipped with easy touch backlighted buttons.
 - d. Infrared wide-angle camera (18 infrared emitters), high-grade microphone within camera.
 - e. On-screen function menus are user friendly; and
 - f. Full function remote.

L. CLIMATE CONTROL SYSTEMS – OPERATIONS AREA

1. One (1) 13,500 BTU rated roof-mounted air conditioner. Vehicle roof reinforced via welded tubular steel framing.

2. Forced air heating systems fueled from vehicle fuel tank delivering up to twenty hours of heat per gallon of fuel. Variable output from 3,100 BTU/Hr. to 7,000 BTU/Hr.; and
3. Two (2) 120-volt AC, 1500-watt space heaters with internal fans and automatic thermal safety switches shall be provided.

M. MISCELLANEOUS

All features listed below must be located and where required, installed by the Vendor {Contractor} (optional equipment listed):

1. Two (2) ABC rated 5lb. fire extinguishers in spring loaded vehicle mounts.
2. One (1) smoke detector/alarm.
3. One (1) carbon monoxide alarm.
4. One (1) handrail mounted at each entrance door.
5. One (1) wall-mounted dry erase board to be mounted over driver-side operations desk. Size shall be as practical as design allows.
6. One (1) wall-mounted cork board. Unit to measure 36" wide x 24" high (minimum). Board to be mounted over reward facing operations desk.
7. One (1) power outlet to supply power for an (optional) under-counter mount microwave oven with one (1) cubic foot minimum capacity and 850-watt minimum power; and
8. Additional power outlet to supply power for an (optional) one (1) 12 cup coffee maker.

N. Optional Manuals

Vendor {Contractor} shall provide one (1) set of parts, service and operation and maintenance manuals for every assembly system and/or component that makes up the vehicle shall be provided as follows:

1. One (1) set of parts manuals (illustrations and text) bound or with binders, or on CD-ROM / Flash Storage Drive, if unavailable bound.
2. One (1) set of complete shop repair (factory service) manuals bound or with binders or on CD-ROM / Flash Storage Drive, if unavailable bound.
3. One (1) set of complete operation and routine maintenance manuals; and
4. One (1) set of electrical schematics.

O. CONTRACT IMPLEMENTATION

In the event of manufacturer's price decrease and/or model rebate during the Blanket P.O. period, **the NJMVC** shall receive full benefit of such price reduction on any subsequent

order placed during the Blanket P.O. period, in accordance with Section 6.1 (price fluctuation during the Blanket P.O. of the New Jersey Standard Terms and Conditions. The NJMVC reserves the right to request any information on price concessions, price reductions, monetary benefits, rebates, or any promotional programs offered by the manufacturer, and verify the information provided by the Vendor {Contractor} with the manufacturer or any third party any time during the term of the Blanket P.O. The Vendor {Contractor} must notify the NJMVC, in writing, of any price reduction or rebate within five (5) days of the effective date. In an exceptional situation, the NJMVC may consider a minimal price increase, in which case the Vendor {Contractor} shall provide a detailed justification, including manufacturer's and/or aftermarket installer's certification, two (2) sets of applicable Industry indices, one at the time of Blanket P.O. establishment and the other at the time of the price increase proposal, and any other information required for thorough and complete economic analysis.

P. VEHICLE ORDER INSTRUCTIONS and REQUIREMENTS

1. Any contract resulting from this RFQ does not authorize the purchase of any vehicle not specified within this RFQ.
2. The Vendor {Contractor} shall not substitute any item (part, component, equipment, feature, accessory, material, performance, capacity, rating, design, or control) specified for the Inspection Vehicle(s) without advance written NJMVC/SCM approval and authorization.
3. No change order to any terms, conditions or specification and requirements within this RFQ will be considered without and advance, written request, and valid justification from the Vendor {Contractor} and written approval and authorization from the NJMVC SCM. Written NJMVC SCM approval of a necessary, unavoidable, and commercially reasonable change order request from the Vendor {Contractor} will not be unreasonably withheld in the event a valid justification with adequate support documentation is provided in writing by the Vendor {Contractor}.
4. No dealer's accessories or options not specified within this RFQ shall be offered by the Vendor {Contractor} without a NJMVC SCM approved Change Order as detailed in the preceding Item #3.
5. Trade-ins are not permitted under this RFQ, or any contract established as a result of this RFQ; and
6. Leasing of vehicles is not permitted under this RFQ or any contract resulting from this RFQ.

An offer to sell a non-specified vehicle against two (2) or more purchase orders, one for the specified Inspections Vehicle and one (1) or more additional offers for non-specified items, constitutes a serious violation of the Blanket P.O. and may be the basis for termination of this RFQ and any resulting contract. Such violation may also lead to

disqualifying the Vendor {Contractor} from participation in forthcoming RFQ and/or award of future NJ State contracts.

Q. ORDER CONFIRMATION

1. The Vendor {Contractor} must confirm each Purchase Order with a written (email) acknowledgement to the MVC for each order accepted, to the attention of the NJMVC Procurement Division of Financial Management at the enclosed email address: MVC.Procurement@mvc.nj.gov
2. The Vendor {Contractor} must provide the order confirmation promptly following its receipt of the MVC PO and related factory order entry.
3. Order confirmation shall mean that the Vendor {Contractor} has received the purchase order, reviewed it for accuracy and compatibility with the specified vehicle and if applicable, resolved any non-compatibility problems with the NJMVC, entered the order with the manufacturer and the manufacturer accepted the order and assigned an order number with anticipated build and delivery dates.
4. No purchase order (PO) shall be accepted by the Vendor {Contractor} on a "will try" manufacturer's production basis, unless otherwise instructed by NJMVC in writing. If an order is not accepted for production by the manufacturer, the Vendor {Contractor} shall return the purchase order with "canceled" marked on the purchase order with an authorized signature next to it, unless instructed to accept on a "will try" basis by NJMVC in writing.

No exception shall be permitted.

R. PRE-DELIVERY INSPECTION(S)

The Vendor {Contractor} must make the following arrangements for the NJMVC's inspection of each vehicle prior to the delivery and acceptance of the vehicle by the receiving agency. The Vendor {Contractor} will assume responsibility for scheduling inspection of vehicles for each specific order. Prior to presentation for inspection, the Vendor {Contractor} must pre-inspect each vehicle and confirm each vehicle conforms to the manufacturer's "new vehicle prep" procedures, if any. The Vendor {Contractor} must submit a copy of any "new vehicle prep" procedures to the NJMVC SCM upon delivery of the vehicle. Each vehicle presented for NJMVC inspection shall be accompanied by an inspection package including, but not limited to, the following: purchase order, line set sheet, (when available) brief list of all features, items and accessories included in the vehicle, Pre-delivery Inspection (PDI), and dealer's pre-inspection prep checklist. The Vendor's {Contractor's} checklist must list the responsible prep mechanic and provide written acknowledgement that the vehicle conforms to all pre-delivery specifications and all equipment and accessories are properly installed and fully operational.

The Vendor {Contractor} shall provide NJMVC advance written notification for each vehicle ready for inspection. NJMVC will confirm its scheduled vehicle inspection date within five (5)

working days of receipt of the Vendor 's {Contractor's} notification. NJMVC will send a team of qualified inspectors to the Vendor's {Contractor's} facility to accomplish the inspection of the vehicle(s) prior to scheduling a firm delivery date with the Vendor {Contractor}. Upon the NJMVC inspection team confirmation of the inspection date and in advance of any planned arrival at the facility, the Vendor {Contractor} shall assign a mechanic, a runner and a delivery bay to the agency inspector(s) and provide a list of these personnel and the vehicle location, if not previously specified by NJMVC and mutually agreed to with the Vendor {Contractor}. The Vendor {Contractor} must properly itemize, organize, and segregate all vehicles. These preceding steps must be followed by the Vendor {Contractor} to facilitate an expeditious, orderly inspection flow and allow discrepancies to be corrected in advance, or at the time of vehicle inspection at the Vendor's {Contractor's} facility.

1. Reasons for rejection of vehicle(s) include, but not limited to:

- a. Grinding noise in wheels (wheel bearings).
- b. Improperly aligned wheels;
- c. Damaged rims;
- d. Any spare tire-rim not mounted on vehicle;
- e. Leakage of oil;
- f. Transmission leaking fluid at transmission cooler lines or transmission seals;
- g. Leakage at rear end;
- h. Leaking radiator;
- i. Fuel leaks;
- j. Restrictions in fuel system;
- k. Leakage in any part of the exhaust system;
- l. Improper anti-freeze level;
- m. Excessively noisy brakes or excessive brake pedal travel;
- n. Oil pan damage;
- o. Inoperative windshield wipers;
- p. Windshield washer not functioning properly;
- q. Windshield washer fluid empty/bottle leaking;
- r. Transmission malfunctions;
- s. Lack of grease fittings in ball joints, U-joints, etc., if factory standard;
- t. Horn blowing while driving or inoperative;
- u. Gauges or dials missing/malfunctioning;
- v. Vehicle pulls to one side:
- w. Seat belts not operating properly;
- x. Keys not working properly;
- y. Door locks inoperative;
- z. Oil dipstick missing or rust on dipstick;

- aa. Appropriate new vehicle inspection sticker not furnished on windshield;
- bb. Lights - running, turn, backup, brake, side indicators, and indicator lights not working properly;
- cc. Lenses missing on interior/exterior lights or water in lenses;
- dd. Any manufacturing deficiencies which permit water leakage into passenger compartment;
- ee. Windows not operating properly;
- ff. Vehicle not properly prepped in accordance with the manufacturer's pre-delivery specifications;
- gg. Vehicle not configured with all equipment and items specified in the contract and on the purchase order;
- hh. Body dents, scratches, and other defect;
- ii. Body paint defects;
- jj. Water leak through roof;
- kk. Any defects in equipment installation;
- ll. Electrical system problem; and
- mm. Any defects in after-market components, such as truck body, snowplow, aerial platform, generator, winch, crane, and lift gate.

Inspected vehicles which do not comply with these, or other requirements will be rejected. The Vendor {Contractor} must correct all rejected vehicle(s) and the corrected vehicle(s) must be presented for re-inspection within ten (10) business days. The NJMVC may cancel the purchase order if the Vendor {Contractor} fails to correct any problem.

No additional freight or transportation charges are permitted under this Blanket P.O.

S. DELIVERY AND FINAL ACCEPTANCE

1. The Vendor {Contractor} must make arrangements for delivery of vehicle(s) within fifteen (15) calendar days of Vendor's {Contractor's} receipt of vehicle(s) from the manufacturer. All vehicles must be delivered within thirty (30) calendar days of Vendor's {Contractor's} completion of each specified build. All vehicles must be delivered to the NJMVC's designated destination at no additional cost.
2. Vendor {Contractor} failure to comply with these delivery requirements may result in a formal complaint.
3. Fully inspected vehicle(s) must be delivered to NJMVC promptly, within five (5) business days of passing inspection. The preferred mode of delivery will be by vehicle transporter (carrier), tilt body vehicle. However, other modes may be permitted with NJMVC SCM approval and written consent.

4. All deliveries of vehicles must be made upon approval and as instructed by NJMVC, by prior arrangement only, during business hours, 8am – 4pm except on legal holidays.
5. No vehicle will be accepted at the final delivery point without all supporting documentation and paperwork completed and delivered with the vehicle(s), including the certificate of origin, warranty, odometer/engine hour statement (if applicable), specified manuals, any line set tickets, invoice, and key sets (if applicable). No vehicle will be considered accepted until it has undergone final inspection by NJMVC SCM and its authorized inspection team at the delivery point.
6. Arrangements shall be made for the final inspection with NJMVC, prior to delivery, by the Vendor {Contractor}. Delivered vehicles will be inspected within ten (10) business days. If a vehicle is accepted, the warranty shall commence on the date of final acceptance. If a vehicle is rejected, the Vendor {Contractor} will be notified and the notice will indicate reason(s) for rejection. If rejected, the Vendor {Contractor} shall try to rectify any problem(s) at the NJMVC site. If the problem cannot be corrected at the agency site, the rejected vehicle(s) must be removed by the Vendor {Contractor} at its own expense. The Vendor {Contractor} shall present the corrected vehicle(s) for re-inspection within ten (10) business days. No additional freight or transportation charges are permitted.
7. All vehicles must be delivered by the Vendor {Contractor} with the manufacturer suggested retail price label affixed to the window. The label shall not be removed prior to delivery to the NJMVC.
8. All delivered vehicles must be clean both inside and outside. Manufacturer's standard items, such as hubcaps, floor mats, jack and lug wrench and the like, shall be provided and installed by the Vendor {Contractor} prior to delivery.
9. Complete instructions on the care and maintenance of the vehicle and a demonstration of its operation shall be given by the Vendor {Contractor} at the time of delivery and acceptance by the NJMVC.
10. The Vendor {Contractor} shall indicate the delivery location of the vehicle on the factory order, so that recall notices will indicate the exact delivery location for each vehicle.
11. The Vendor {Contractor} must present and provide the manufacturer's certificate of origin, made out to the State of New Jersey at the time of delivery. Purchase order number and requisition number must be indicated on the upper left-hand corner.
 - a. The Vendor {Contractor} shall not furnish the New Jersey Certificate of Title (certificate of ownership).

- b. The State will title the vehicle upon receipt of the manufacturer's certificate of origin.
12. The Vendor {Contractor} must deliver the vehicles with a 3" x 5" index card or other label/card, visible through the windshield, bearing the following information, in typed or printed form:
 - a. Vendor's {Contractor's} name.
 - b. Purchase order number (if applicable).
 - c. Requisition number.
 - d. Stock number; and
 - e. Serial number.

Vehicles without this information will not be accepted.

13. No advertising shall appear on any vehicle delivered under the terms of any contract or purchase order resulting from this RFQ. Further, the Vendor {Contractor} shall not affix the dealer's name to the vehicle. Vehicles delivered to final destinations with dealer's advertising will be rejected; and
14. No vehicle will be accepted without a NJMVC new vehicle inspection sticker in place as prescribed by law, correctly punched to the month of delivery and acceptance or appropriate diesel emission approval sticker. Out of State Vendors {Contractors} must comply with this requirement without any additional cost or delay. Failure to comply with this provision will result in the rejection of the vehicle.

T. WARRANTIES

The manufacturer's standard warranty must be supplied with each vehicle at the time of delivery and shall be in typed form. The warranty commences with the acceptance of the vehicle at the delivery site, following the final inspection.

The Vendor {Contractor} shall guarantee that the vehicle and all component parts comply with the latest Federal safety standards and NJMVC regulations and safety standards.

U. WARRANTY REQUIREMENTS

The Vendor {Contractor} shall ensure that the manufacturer whose product is supplied has a servicing dealer or service location to provide warranty and recall service and/or repair, located within 25 miles from Trenton, NJ, deemed to be reasonable by the State. The Vendor {Contractor} will be contacted by the NJMVC SCM in cases where warranty service/repair must be performed at a place other than the original place of purchase to arrange for a servicing dealer proximate to their location.

The Vendor {Contractor} must perform any warranty service/repair/recall, at the Vendor's {Contractor's} own expense. Events beyond Vendor's {Contractor's} control, such as lack of parts due to strikes and unforeseen Acts of God, shall constitute valid reasons for delay in making necessary repairs. However, the State will make such determination.

The Vendor {Contractor} must provide the manufacturer's warranty Form, for completion of the delayed entry warranty by the NJMVC.

V. MANUFACTURER'S CUT-OFF DATE

The Vendor {Contractor} must notify the NJMVC SCM of the manufacturer's order cut-off date, if any as soon as that date is made available by the OEM vehicle manufacturer to the Vendor {Contractor}.

The Contractor must, to the best of its ability and depending upon the manufacture cutoff date for ordering the specified vehicle, offer and provide to NJMVC the most current OEM model year vehicle available for purchase to fulfill the vehicle build requirements specified within this RFQ. NJMVC requires the most current model year vehicle commercially and readily available within 30 days of the release date and Contractor receipt of any PO resulting from this RFQ.

Upon receipt of a PO (ARO) released by the NJMVC in response to this RFQ, the contractor must provide NJMVC SCM with proof of order receipt and anticipated delivery date to the Contractor as provided by the OEM vehicle manufacturer.

Following award of any Purchase Order (PO) in response to this RFQ the Contractor must email the manufacturer's **Cut-off Date Notification to NJMVC/SCM at joseph.spinelli@mvc.nj.gov**.

Failure to fax the cut-off-date notification on time may be considered a violation of the terms and conditions of this RFQ and may result in termination of any contract resulting from this RFQ for cause.

All orders placed by the published cut-off date must be accepted by the Vendor {Contractor}. Orders are typically sent electronically through the State Purchasing System "NJ Start"; however, an order may be hand delivered, or faxed with hard-print purchase orders to follow. The State also reserves the right to order by means of "a letter of intent to purchase" with purchase order to follow.

The Vendor {Contractor} is encouraged to offer, during the term of any contract resulting from this RFQ and any extension thereof, the contracted or later model year vehicle of configuration meeting or exceeding the stated vehicle specifications at the same terms, conditions, and pricing after the manufacturer's cut-off date.

If a manufacturer is unable to build a vehicle for which an order has been placed by the manufacturer's cut-off date, the Vendor {Contractor} **must immediately notify**

NJMVC/SCM via e-mail to joseph.spinelli@mvc.nj.gov. At a minimum, the letter shall provide the following information:

1. Purchase order number or line of credit letter date.
2. The make, model and quantity of vehicles ordered; and
3. Whether the manufacturer has offered to price-protect and build these vehicles for the next model year.