



September, 2017

East Central Intergovernmental Association (ECIA) is accepting proposals to purchase one new vehicle to be used by our agency. ECIA is committed to environmental stewardship as an integral part of our operations, with specific emphasis in the area of emissions reduction. We are interested in pricing all-wheel or four-wheel drive vehicles only (traditional, hybrid or other new technology) in order to compare fuel efficiency, emissions, and long term cost savings. Proposed vehicles should be similar in size to an Escape, Rogue or Jeep. This Request for Proposal is also available on our Buyer Supplier web site: www.buyersupplier.org

Attached is the questionnaire sheet and minimum requirements for a vehicle. Vehicle bid must meet or exceeded the minimum requirements. Please use a separate questionnaire for each vehicle that you propose.

ECIA is tax exempt; however, any additional fees such as licensing and warranty should be included in the cost of the vehicle. We will be securing financing for the vehicle; please list proposed financing including State pricing, for each proposed vehicle.

Please return each form to our office by **12:00 p.m., noon, on Friday, September 8, 2017.** Proposals will not be accepted at our office after that date. The RFP will be awarded on Thursday, September 21, following our evening board meeting on September 20th. The vehicle should be ready for delivery the following week.

I thank you for your time and consideration. Should you need further information, please feel free to contact Sharon Nesteby, Executive Assistant, at (563) 556-4166.

Sincerely,

Kelley H. Deutmeyer

Kelley Hutton Deutmeyer
Executive Director

enc.

EAST CENTRAL INTERGOVERNMENTAL ASSOCIATION
Agency Vehicle Purchase Questionnaire

Date: _____

Dealer Name: _____

Address: _____

Contact Person: _____

Phone #: _____

Vehicle Type: **2018 four-door all-wheel or four-wheel drive (ex: Escape, Jeep, Rogue etc.)**

The following specifications are required: Automatic transmission, air conditioning, power steering and power brakes, **back-up camera**, AM/FM radio and clock with CD player, rear window defogger, cruise control, power locks, keyless entry, power windows, four doors, floor mats and mud flaps, all-wheel or four-wheel drive, rear seat fold down, minimum seating-five passengers, one-year warranty.

Your proposed vehicle:

1. Vehicle Model and Year: _____
2. Engine Size: _____
3. Estimated miles / gallon (**must be in excess of 24 hwy mpg**) _____
4. Emission standard: _____
5. Vehicle Color: _____
6. Date vehicle to be available: **Week of Sept 25 2017** _____

Purchasing Information:

Vehicle Price: _____

Is State Pricing Available-If Yes: _____

Tax and License Fees* _____

***ECIA is tax exempt—certificate will be provided.**

One Year Warranty: _____

Total Agency Cost: _____

Please provide any 36-month financing options, including State pricing, if available, on the above proposed vehicle. This would be 100% financing for 36 months.

Return completed form and a copy of the vehicle equipment specifications by 12:00 p.m., on Friday, Sept 8, 2017 to: ECIA, Attn: Sharon, 7600 Commerce Park, Dubuque, IA 52002