



Rex Hill
Chairman

Joe Neil Webb
Vice-Chairman

Ralph J. Bob Martin, Jr
Robbie McCraw
Dr. Thomas Littrell
Phillip McCraw

Maintenance Department

Ricky Dowdy - Director

605-1 Pine Street
Hillsville, VA 24343

May 13, 2018

To Whom It May Concern,

The County of Carroll invites sealed bids on per hour mechanic labor from July 1, 2019 through June 30, 2020. Bid specifications may be obtained on line or from the County Maintenance Department (276) 730-3281. All bidders must include a copy of their workers comp and liability insurance along with their bid.

The County of Carroll reserves the right to refuse or reject all bids or to accept a higher bid if it is felt the higher bid holds additional value to the County of Carroll.

All bids should be sent to Felecia Bowman, Finance Generalist, Carroll County Governmental Center, 605-1 Pine Street, Hillsville, Va. 24343 no later than 2:00PM on Friday, June 7, 2019. Bids arriving after specified time will not be opened. Please mark the outside of envelope with "Mechanic Bid."

Sincerely,

Ricky Dowdy
Director of Maintenance

Mechanic Labor Specifications

- Bid is for mechanic labor on all County owned vehicles when needed from July 1, 2019 through June 30, 2020.
- The County of Carroll reserves the right to refuse or reject any or all bids or to accept a higher bid if it is felt the higher bid holds additional value to the County of Carroll.
- All bidders must be able to provide the following services: rotor re-surfacing, diagnostic equipment, exhaust repair and replacement, engine and transmission replacement, engine and transmission rebuilding, fuel injection troubleshooting and repair, and vehicle alignment.
- **All bidders must agree to make all emergency use vehicles (ambulances, police cars) top priority upon entering garage**
- In the event of any major repairs or warranty work on vehicles the County reserves the right to send the vehicle directly to a dealership.
- The contract for mechanical work may NOT be assigned, sublet, or transferred without the written consent of the County of Carroll, which will not unreasonably be withheld.
- In the case where a sub-contract is part of the Contractor's response to bid, each sub-contractor shall provide certificates of insurance and any other documentation as required by the County.
- In the event there are any deviations of the Contractor's usage of sub-contractors or other companies associated with the fulfillment of the contract, the Contractor shall notify the County within 24 hours and the Contractor shall be responsible for any cost difference associated with the usage of a different company, group or agency unless prior approval is granted in writing by the County of Carroll and the different company, group or agency meets all requirements of the County of Carroll as a contractor.
- Falsification of any information on the categories covered will disqualify bidder.
- Towing is not included in this bid request. The County currently alternates between existing towing companies in the County. If you wish to be towing provider with the County, please contact Felecia Bowman at 276-730-3003.
- All bidders must sign and turn in specifications and bid sheet to be considered for this service.
- All bids are due in no later than 2:00 PM Friday, June 7, 2019.
- The company represents that no owner or officer of the company is an elected official of the County, the Authority, or any related governing body, agency or department thereof.

Name of Company: _____

Signature of Bidder: _____

Date: _____

Bid Sheet

Diagnostic Testing (computer reading) \$ _____ hook
up and reading

Mechanic labor \$ _____ per
hour

Weekend, Nights, & holidays mechanic labor \$ _____ per
hour

Technicians Certifications

Number of Certified Technicians Employed _____

Name of Company _____

Years in Business _____

Signature of Bidder _____

Date _____

