



STATE OF MISSOURI  
OFFICE OF ADMINISTRATION  
DIVISION OF PURCHASING

**NOTIFICATION OF STATEWIDE CONTRACT**

September 28, 2016

**CONTRACT TITLE: MODEL YEAR 2016 FLEET PASSENGER CARS**

|                                 |   |
|---------------------------------|---|
| <b>CURRENT CONTRACT PERIOD:</b> | December 30, 2015 through December 31, 2016 (Joe Machens)<br>December 30, 2015 through December 31, 2016 (Capitol Chrysler) |
| <b>RENEWAL INFORMATION:</b>     | NO RENEWAL OPTIONS AVAILABLE  |
| <b>BUYER INFORMATION:</b>       | Teri Schulte<br>(573) 522-3296<br><a href="mailto:Teri.schulte@oa.mo.gov">Teri.schulte@oa.mo.gov</a>                        |

ALL PURCHASES MADE UNDER THIS CONTRACT MUST BE FOR **PUBLIC USE ONLY**.  
PURCHASES FOR PERSONAL USE BY PUBLIC EMPLOYEES OR OFFICIALS ARE PROHIBITED.

THE USE OF THIS CONTRACT IS **MANDATORY** FOR ALL STATE AGENCIES.  
Local Purchase Authority shall not be used to purchase supplies/services included  
in this contract unless specifically allowed by the contract terms.

The entire contract document may be viewed and printed from the Division of Purchasing's **Awarded Bid & Contract Document Search** located on the Internet at

<http://oa.mo.gov/purchasing>.

*~ Instructions for use of the contract, specifications, requirements, and pricing are attached ~.*

| CONTRACT NUMBER | VENDOR NUMBER | VENDOR INFORMATION  | MBE/WBE | COOP PROCUREMENT |
|-----------------|---------------|---|---------|------------------|
| C116025001      | 4746580860 1  | Joe Machens Ford Lincoln<br>1911 W. Worley<br>Columbia, MO 65203<br>(573) 445-4411<br>(573) 445-8164 fax<br><br><u>Contact:</u><br><br>Kelly Sells – <a href="mailto:ksells@machens.com">ksells@machens.com</a> | No      | Yes              |

| CONTRACT NUMBER | VENDOR NUMBER | VENDOR INFORMATION   | MBE/WBE | COOP PROCUREMENT |
|-----------------|---------------|--|---------|------------------|
| C116025002      | 4313059400 2  | Capitol Chrysler, Dodge, Jeep<br>3201 Missouri Blvd.<br>Jefferson City, MO 65109<br>(573) 893-5000<br>(573) 893-8256 fax<br><br><u>Contacts:</u><br><br>Jeff Smith – <a href="mailto:jsmith@universitysubarumo.com">jsmith@universitysubarumo.com</a><br><br>Jerry Dunn – <a href="mailto:jdunn@capitolcitycars.com">jdunn@capitolcitycars.com</a> | No      | Yes              |

## STATEWIDE CONTRACT HISTORY

The following summarizes actions related to this Notification of Statewide Contract since its initial issuance. Any and all revisions have been incorporated into the attached document.

| Contract Period                                  | Issue Date | Summary of Changes  |
|--|------------|---|
| December 30, 2015 through December 31, 2016      | 09/28/16   | Roll-Over Extension completed for contract C116025001 (Joe Machens).  |
| December 30, 2015 through December 31, 2016      | 07/01/16   | Roll-Over Extension completed for contract C116025002 (Capitol Chrysler).<br>Still waiting for roll-over extension on Ford Focus and Ford Taurus.   |
| December 30, 2015 through December 31, 2016      | 06/22/16   | Order cut-off dates added for Ford Focus and Ford Taurus.   |
| December 30, 2015 through December 31, 2016      | 03/01/16   | Removed regular fuel vehicles where there was an alternative fuel vehicle available in same model and price.  |
| December 30, 2015 through December 31, 2016      | 02/16/16   | Order cut-off dates added for Chrysler/Dodge models.  |
| December 30, 2015 through December 31, 2016      | 02/02/16   | Updated color selection for Ford Fusion.  |
| December 30, 2015 through December 31, 2016      | 01/26/16   | Roll-over Extension completed for line items 010 (Ford Fusion S) and 019 (Ford Fusion S Hybrid) through December 31, 2016. Still waiting for roll-over extension on Ford Focus and Ford Taurus. |
| December 30, 2015 through End of 2016 Model Year | 01/08/16   | Vendor number updated for Joe Machens Ford due to assignment of contract.   |

|   |          |  |
|---|----------|--|
| December 30,<br>2015 through<br>End of 2016<br>Model Year | 12/30/15 | Initial issuance of new statewide contract |
|---|----------|--|

**PASSENGER CARS – 2016 MODEL YEAR**  
**(Statewide)**

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**GENERAL INFORMATION**

SAM 2 User Note: The state agency user will note that not all line item numbers on this notice and on SAM 2 are consecutively numbered. This is because the numbering herein follows the numbering from the RFP, which will also be the numbering the contractor will use for invoicing. For reasons of consistency between the RFP document and the contract, the line items herein follow the RFP even though they are not consecutive. SAM 2 line item numbering should match numbering on this statewide notice.

Vehicle specifications and prices, including options, are included herein.

**ORDERING**

Note to State Agencies: Prior to making a vehicle purchase, the state agency must complete a vehicle pre-approval form and submit to Cindy Dixon, State Fleet Manager. The pre-approval form can be found at the following website address:

<http://oa.mo.gov/general-services/state-fleet-management/vehicle-preapproval-process-and-vehicle-credits>

Once the state agency receives approval from the State Fleet Manager, the agency shall issue its own PGQ (Quick Price Agreement) order. The contractor must not ship until they are in receipt of a hard copy PGQ order.

**SPECIFIC CONTRACTUAL AND PERFORMANCE REQUIREMENTS OF THE CONTRACTORS:**

***General:***

The contractor shall provide 2016 model year fleet passenger cars with all manufacturer standard equipment and any additional equipment required by the State of Missouri on an as needed, if needed basis. The base price on contract shall include all mandatory requirements and specifications presented herein.

All items of standard equipment which are normally provided with each vehicle by the manufacturer shall be furnished unless such items are expressly deleted or are specified to be other than standard.

All options and/or accessories stated herein must be manufacturer's original equipment. Aftermarket options and/or accessories shall not be acceptable.

As applicable, all options must be factory installed.

Each vehicle shall be clean, lubricated, serviced and ready for immediate service. This shall include installation of all required options and accessories and removal of all plastic from interior and exterior of the vehicle.

***Warranty:***

The Standard Factory Warranty shall apply to all vehicles. A properly executed warranty must be delivered with the vehicle. The warranty shall not become effective until the unit is placed in service.

**PASSENGER CARS – 2016 MODEL YEAR**  
**(Statewide)**

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***Order Documentation Requirement:***

At no cost to the State of Missouri, and upon request of the state agency, the contractor must provide a copy of the order documentation submitted to the manufacturer when ordering each vehicle.

***Delivery:***

Delivery must be made between the hours of 8:00 a.m. and 12:00 Noon or 1:00 p.m. and 4:00 p.m., Monday through Friday, holidays excepted.

The contractor shall notify the state agency a minimum of twenty-four (24) hours prior to delivery of the vehicle to the state agency location.

The contractor must understand and plan accordingly that upon delivery the state agency representative must verify the vehicle delivered has all required equipment and options and that nothing was damaged during the delivery of the vehicle. If something is damaged during delivery of the vehicle the contractor shall be responsible for all costs associated with the repair of any such damage.

Each vehicle shall be delivered with the proper form to apply for Missouri title and license including the Manufacturer's Statement of Origin and invoice.

Each vehicle shall be delivered with the owner's manual.

The contractor shall comply with the manufacturer's recommended pre-delivery service.

In the event the contractor fails to deliver the vehicle by the stated ARO time, the State of Missouri reserves the right to find the same or similar vehicle from another source, and to charge the contractor the difference for the substitution. In assessing the applicability of this provision, the State of Missouri will consider the degree of contractor responsibility in the delay.

***Potential Recall or Manufacturer Initiated Customer Service Action/Notification Requirement:***

The contractor shall be responsible for accessing potential recall notices from the National Highway Traffic Safety Administration (NHTSA), as well as any manufacturer initiated customer service actions prior to delivering the vehicles to the state agency location. If a recall or customer service action is found for the vehicle being delivered to the state agency, the contractor should, to the best of their ability, complete the necessary action(s) prior to delivery. If the contractor is unable to address the required recall or customer service action(s) prior to delivery, the contractor must inform the state agency of the "open" recall or customer service action upon delivery. The contractor shall then assist the state agency in getting the recall or customer service action(s) completed as quickly as possible.

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**(Statewide)**

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***Substitutions:***

The contractor shall not substitute any item(s) that has been awarded to the contractor without the prior written approval of the Division of Purchasing and Materials Management.

In the event an item becomes unavailable, the contractor shall be responsible for providing a suitable substitute item. The contractor's failure to provide an acceptable substitute may result in cancellation or termination of the contract.

Any item substitution must be a replacement of the contracted item with a product of equal or better capabilities and quality, and with equal or lower pricing. The contractor shall understand that the state reserves the right to allow the substitution of any new or different product/system offered by the contractor. The Division of Purchasing and Materials Management shall be the final authority as to acceptability of any proposed substitution.

Any item substitution shall require a formal contract amendment authorized by the Division of Purchasing and Materials Management prior to the state acquiring the substitute item under the contract.

The state may choose not to compel an item substitution in the event requiring a substitution would be deemed unreasonable in the sole opinion of the State of Missouri. The contractor shall not be relieved of substituting a product in the event of manufacturer discontinuation or other reason simply for reasons of unprofitability to the contractor.

***Replacement of Damaged Product:***

The contractor shall be responsible for replacing any item received in damaged condition at no cost to the State of Missouri. This includes all shipping costs for returning non-functional items to the contractor for replacement.

**NOTE: IF ANY OF THE ABOVE PERFORMANCE REQUIRMENTS ARE NOT MET AND/OR VEHICLE DELIVERED DOES NOT HAVE ALL NECESSARY EQUIPMENT, PLEASE CONTACT TERI SCHULTE AT (573) 522-3296 OR [teri.schulte@oa.mo.gov](mailto:teri.schulte@oa.mo.gov).**

**PASSENGER CARS – 2016 MODEL YEAR**  
(Statewide)

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**Contract Number: C116025001**

**Contractor: Joe Machens Ford**

**LINE ITEM 001 – Compact; 4-Door Sedan; Alternative Fuel**

**Commodity Service Code: 07007**

***MAKE/MODEL:* Ford Focus SE**

***PRICE:* \$15,689.00**

***THIS VEHICLE REQUIRES APPROVAL FROM THE STATE FLEET MANAGER***

**EQUIPMENT INCLUDED IN PRICE**

|  |  |
|--|--|
| 2.0 Liter, 4 cylinder engine; <b>Flex-Fuel</b>       | 104.3 inch Wheelbase                                 |
| 178.5 inches Overall Length                          | Automatic Transmission                               |
| Front Wheel Drive                                    | 4-Wheel ABS, Brakes                                  |
| Power Steering                                       | Five (5) All Season Tires (compact spare acceptable) |
| Front Bucket Cloth Seats                             | Rear 60/40 or Bench Seat                             |
| Power Windows, Door Locks & Exterior Mirrors         | Dual Frontal Air Bags                                |
| Manufacturer's Standard Heating and Air Conditioning | Head Curtain Side-Impact Air Bags                    |
| Manufacturer's Standard AM/FM Radio                  | Speed Control and Tilt Wheel                         |
| Colored Key Front and Rear Floor Mats                | Two (2) Sets of Keys                                 |
| Daytime Running Lamps                                | Electric Rear Window Defroster                       |
| Remote Keyless Entry with Two (2) Transmitters       |  |

Available Exterior Colors: Tectonic Metallic, Magnetic Metallic, Race Red, Ruby Red Metallic, Tuxedo Black Metallic, Ingot Silver, Oxford White, Blue Candy Metallic

Available Interior Colors: Charcoal Black; Medium Light Stone

EPA Fuel Mileage Per Gallon: City – 27                      Fuel Tank Size: 12.4 gallons  
Highway – 40  
CAFÉ Rating – 55.37493

**AVAILABLE OPTIONS**

**Line Item 003 – 3<sup>rd</sup> Set of Keys (ignition and door locks)                      \$170.00**

**DELIVERY:** 100 – 130 days ARO – Subject to Delays

**WARRANTY:** 3 year (36,000 miles) bumper to bumper; 5 year (60,000 miles) on the power train.

**PASSENGER CARS – 2016 MODEL YEAR**  
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**Contract Number: C116025002**

**Contractor: Capitol Chrysler, Dodge, Jeep**

**Line Item 007 – Mid-Size; 4-Door Sedan; Alternative Fuel**  
**Commodity Service Code: 07007**

**MAKE/MODEL: Chrysler 200 LX UFCE41**

**PRICE: \$18,520.00**

***THIS VEHICLE REQUIRES APPROVAL FROM THE STATE FLEET MANAGER***

**EQUIPMENT INCLUDED IN PRICE**

|   |  |
|---|--|
| 2.4 Liter I4 Engine; <b>Flex Fuel</b>         | 108" Wheelbase   |
| 192.3" Overall Length                         | Front Wheel Drive  |
| Nine (9) Speed Automatic Transmission         | 4,612 Lbs. GVWR  |
| Power Steering                                | Five (5) All Season Tires (compact spare acceptable) with tools & jack |
| Front Cloth Bucket Seats                      | Rear 60/40 or Bench Seat   |
| Dual Frontal Air Bags                         | Manufacturer's Standard Heating and Air Conditioning                   |
| Two (2) Sets of Keys (Ignition and Door Lock) | Manufacturer's Standard AM/FM/BT Radio                                 |
| Power Windows, Door Locks & Exterior Mirrors  | Speed Control and Tilt Wheel   |
| Daytime Running Lamps                         | Electric Rear Window Defroster   |
| Colored Key Carpet Floor Mats (front & rear)  | Head Curtain Side-Impact Air Bags                                      |
| 4 Wheel ABS Brakes                            | Remote Keyless Entry with Two (2) Transmitters                         |
| Cargo Tie Down Loops                          | Inside Emergency Trunk Lid Release                                     |
| Outside Temperature Gauge                     | Sun Visor with Vanity Mirrors  |

Available Exterior Colors: Billet Silver, Black, White, Granite, Velvet Red

Available Interior Colors: Black; Linen

EPA Fuel Mileage Per Gallon: City – 23                      Fuel Tank Size: 15.8 gallons  
Highway – 36  
CAFÉ Rating – 48.07343

**AVAILABLE OPTIONS**

**Line Item 008 – Back Up Camera    \$550.00**

**Line Item 009 – 3<sup>rd</sup> Set of Keys (ignition and door locks)    \$249.00**

**DELIVERY:** 90 - 120 Days ARO – Subject to Delays

**WARRANTY:** 3 year (36,000 miles) bumper to bumper; 5 year (100,000 miles) on the power train.







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The following line item has been awarded to all vendors listed above and may be used for the purchase of miscellaneous options/features for the models specified that are not stated herein.

**Line Item 022 – Miscellaneous Options/Features**

(Shall be used for the purchase of miscellaneous options/features not specified herein (including upcharges for special exterior paint colors; e.g., metallic). Prior to issuing a purchase order, the state agency shall contact the contractor to obtain the price for the option required.)

**COOPERATIVE PROCUREMENT DELIVERY PRICE**

The contractor will allow other political subdivisions throughout the State of Missouri to purchase off the contract through the Cooperative Procurement Program. The following is the applicable charges to deliver the vehicle to a cooperative procurement entity:

**C116025001 – Joe Machens Ford**

|   |          |
|---|----------|
| Price per Mile                                | \$1.50   |
| Guaranteed Not To Exceed Total Delivery Price | \$200.00 |

The vehicles will be delivered from Columbia, Missouri.

**C116025002 – Capitol Chrysler, Dodge, Jeep**

|   |                                 |
|---|---------------------------------|
| Price per Mile                                | \$1.50 (round trip per vehicle) |
| Guaranteed Not To Exceed Total Delivery Price | \$250.00 (per vehicle)          |

The vehicles will be delivered from Jefferson City, Missouri.

\*\*These prices shall not apply to state agencies. It shall apply only to public entities participating in the Cooperative Procurement Program.

**Cooperative Procurement Members Note:** The Vehicle Pre-Approval Form does not apply to cooperative procurement members only to State of Missouri agencies.

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(STATEWIDE CONTRACT)**

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|---|
| <p><b>State of Missouri<br/>Office of Administration<br/>Division of Purchasing<br/>Contract Performance Report</b></p> |
|---|

Please take a moment to let us know how this contract award has measured up to your expectations. If reporting on more than one contractor or product, please make copies as needed. This office will use the information to improve products and services available to state agency users. **Comments should include those of the product's end user.**

**Contract No.:** \_\_\_\_\_ **Contractor:** \_\_\_\_\_

**Describe Product Purchased (include Item No's., if available):** \_\_\_\_\_

**Rating Scale:** 5 = Excellent, 4 = Good, 3 = Average, 2 = Poor, 1 = Fails to meet expectations

| Product Rating                        | Rate<br>1-5, 5 best |
|---------------------------------------|---------------------|
| Product meets your needs              |                     |
| Product meets contract specifications |                     |
| Pricing                               |                     |

| Contractor Rating                  | Rate<br>1-5, 5 best |
|------------------------------------|---------------------|
| Timeliness of delivery             |                     |
| Responsiveness to inquiries        |                     |
| Employee courtesy                  |                     |
| Problem resolution                 |                     |
| Recall notices handled effectively |                     |

Comments: \_\_\_\_\_

Prepared by: \_\_\_\_\_ Title: \_\_\_\_\_ Agency: \_\_\_\_\_

Date: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

**Please detach or photocopy this form & return by FAX to 573/526-9816, or mail to:**

Office of Administration  
Division of Purchasing  
301 West High Street, RM 630  
PO Box 809  
Jefferson City, Missouri 65102

**You may also e-mail form to the buyer as an attachment at  
[Teri.schulte@oa.mo.gov](mailto:Teri.schulte@oa.mo.gov)**