

ORANGE COUNTY SHERIFF'S OFFICE  
ITB #224-26  
FLEET PARTS AND EQUIPMENT BID

# Orange County Sheriff's Office



**ITB #224-26**  
**FLEET PARTS AND EQUIPMENT BID**

**FISCAL MANAGEMENT**  
**PURCHASING SECTION**

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**INVITATION TO BID**

**Orange County Sheriff's Office  
FLEET PARTS AND EQUIPMENT BID  
ITB #224-26**

The Orange County Sheriff's Office, Orange County, Florida, invites interested parties to submit proposals **no later than 4:00pm EST, Thursday, June 18, 2026**, for Fleet Parts & Equipment Bid.

Sealed proposals will be accepted at, and copies of the Invitation to Bid may be obtained from: Orange County Sheriff's Office, Fiscal Management Purchasing Section, 2500 W. Colonial Dr., Orlando, FL 32804.

Copies may be requested by emailing Davon Petersen at [Davon.Petersen@ocsofl.net](mailto:Davon.Petersen@ocsofl.net). Solicitations are also available for downloading from the Internet at: [www.ocso.com](http://www.ocso.com).

**NOTICE TO PROPOSERS**

To ensure that your proposal is responsive, you are urged to request clarification or guidance on any issues involving this solicitation by **Thursday, June 11, 2026**, before submission of your response on **Thursday, June 18, 2026**. Your point-of-contact for this solicitation is Davon Petersen, Senior Procurement Specialist, at (407) 254-7132 whose email address is [Davon.Petersen@ocsofl.com](mailto:Davon.Petersen@ocsofl.com).

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**I. RFP SCHEDULE**

Saturday, May 30th, 2026	1 <sup>st</sup> Publication (Orlando Sentinel)
Saturday, May 30th, 2026	Distribution of bids to vendors via email and posted on OCSO website
Saturday, June 6th, 2026	2 <sup>nd</sup> Publication (Orlando Sentinel)
Thursday, June 11th, 2026 (4:00 pm EST)	Deadline for receipt of vendor questions
Thursday, June 18th, 2026 (4:00 pm EST)	Deadline for receipt of all bids
Monday, June 22 <sup>th</sup> , 2026 (10:00 AM) Location: OCSO Fiscal Conference Room	Bid Opening

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**II. RFP INSTRUCTIONS**

**A. Introduction**

The Orange County Sheriff's Office, Orange County, Florida, is soliciting sealed proposals from qualified companies to provide Fleet Parts & Equipment. The Orange County Sheriff's Office has a fleet of various vehicles and equipment with an average age of six years. The majority of the fleet is comprised of the following: Ford PIU's, Ford F150 Responders, Chevrolet Tahoe's, Ford F250-F450, as well as a wide range of other makes and models.

These services will include providing and delivering parts and supplies as needed to the Orange County Sheriff's Office Fleet Division, located at 2200 W. Colonial Drive, Orlando, FL 32804.

**B. Instructions to Proposers**

Firms or companies desiring to provide services, as described in the Scope of Work, shall submit sealed proposals to:

Orange County Sheriff's Office  
Fiscal Management Purchasing Section  
Attention: Davon Petersen  
2500 W. Colonial Dr.  
Orlando, FL 32804  
(407) 254-7132

**Offers by e-mail, telephone, or fax shall not be accepted. An e-mailed or a faxed proposal shall be rejected as non-responsive regardless of where it is received.**

It is the sole responsibility of the proposer to ensure that their response reaches the Fiscal Management Purchasing Section. **Proposals received after the specified time and date shall remain unopened and will not be submitted.** The proposals will be time/date stamped and shall serve as the official authority to determine lateness of any proposal. **The decision to refuse to consider a proposal that was received beyond the date/time established in the solicitation shall not be the basis for a protest.**

**Respondents are cautioned that they are responsible for delivery to the specific location cited above. If your proposal is delivered by an express mail carrier or by any other means, it is your responsibility to ensure delivery to the above address. This office shall not be responsible for deliveries made to any place other than the specified address.**

All proposals will be opened publicly, and the names of all proposers shall be read aloud.  
Location to be determined.

**C. Terms and Conditions**

**1. Acceptance/Rejection/Cancellation**

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The Sheriff reserves the right to accept or reject any or all proposals, with or without cause, to waive technicalities, or to accept the proposal which, in his sole judgment, best serves the interest of the Orange County Sheriff's Office, or to award a contract to the next most qualified proposer.

The Sheriff reserves the right, and has absolute and sole discretion, to cancel a solicitation at any time prior to approval of the award.

**2. Clarification**

The Sheriff reserves the right to request clarification of information submitted and to request additional information from one or more proposers.

**3. Withdrawal of Proposal**

Any proposal may be withdrawn until the date and time set above for the submission of the proposals. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days, to provide the Sheriff with the services set forth in this Invitation to Bid, or until one or more of the proposals have been awarded.

**4. Sealed Proposals**

Proposals shall be delivered in a sealed envelope, and proposers should label their proposal with the following:

- A. Invitation to Bid' Number
- B. Date of Opening
- C. Name and Email of Proposer

**5. Proposal Preparation**

Costs of preparation of a response to this request for proposals are solely the responsibility of the Proposer. The Sheriff assumes no liability for any such costs incurred by the Proposer. The Proposer also agrees that the Sheriff bears no responsibility for any costs associated with any administrative or judicial proceedings resulting from the solicitation process.

- A. Vendors are required to have and maintain during the term of the bid the following types of insurance:

**1) Worker's Compensation/Employer's Liability**

- a. Worker's Compensation – statutory
- b. Employer's Liability - \$500,000

**2) Auto Liability**

- a. Combined Single Limit (CSL) - \$500,000 per occurrence

- B. Required Provisions:

- 1) Proof of Coverage – All Certificates of Insurance will be required and submitted with the Vendor's bid submittal.

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- 2) All Certificates shall provide Orange County Sheriff's Office with an unconditional thirty (30) days' written notice in case of cancellation or any major change.
- 3) All copies of the Certificates of Insurance shall refer to the project name and bid number.

**6. Award and Protests**

Awards may be all or none, by item, or any other basis as determined to be in the best interest of the Orange County Sheriff's Office. Upon completion of a thorough review and analysis of all bids received, the Orange County Sheriff's Office Senior Procurement Specialist will issue a written award notice to all respondents. Award notification will be posted on the following website: [www.ocso.com](http://www.ocso.com) in the public notices section.

A protest must be in writing and sent to Davon Petersen, Senior Procurement Specialist at [Davon.Petersen@ocsofl.net](mailto:Davon.Petersen@ocsofl.net). Failure to file a protest with the Senior Procurement Specialist by 5:00pm (EST) on the fifth (5<sup>th</sup>) full business day of the date posted on the website shall constitute a waiver of a bid protest.

Any actual or prospective bidder, proposer, offeror, respondent, or contractor who is aggrieved in connection with a solicitation or award of a contract may protest to the Senior Procurement Specialist, via email to [Davon.Petersen@ocsofl.net](mailto:Davon.Petersen@ocsofl.net). A protest must be filed with the Senior Procurement Specialist in writing within the times set forth.

The written protest shall identify the party filing the protest, the solicitation or contract with respect to which the protest is being filed, the legal and factual grounds for the protest, the specific relief which the appellant believes they are entitled to, and contain all necessary information, legal authority, and evidence to support the protest.

The protestor shall be liable for all of its own costs and expenses incurred related to a protest, including all appeals.

A protest must be filed within five (5) calendar days after such aggrieved person knows or should have known of facts giving rise thereto; but in no event more than five (5) days from the award being posted on the Agency's website, provided, however that:

1. Any protest with respect to the terms, conditions, specifications, or procedures contained in the solicitation must be filed by the date established by the Purchasing Manager and set forth in the solicitation. If no date is established for such protests in the solicitation, such a protest must be filed no later than five (5) calendar days after the posting of the solicitation or the addendum containing the provision at issue.
2. No protest of any kind with respect to a solicitation or contract may be filed more than five (5) calendar days after the Sheriff's posting of a Notice of Intended Action to

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make an award or setting forth the final recommended rank order of respondents to a solicitation.

3. Notwithstanding anything in this policy to the contrary, no protest may be filed or heard after the contract award has been fully executed.

Notwithstanding anything in this policy to the contrary, the following matters may not be protested:

1. If the Sheriff elects in his sole discretion to weight solicitation evaluation criteria or adopts a formula for evaluation, a protest may not challenge the relative weight assigned to the solicitation evaluation criteria by the Sheriff, or the formula adopted for evaluation. If the Sheriff elects in his sole discretion not to weigh solicitation evaluation criteria or to adopt a formula for evaluation, a protest may not challenge such elections.

2. A protest may not challenge a decision or action of the Sheriff pursuant to GO 17.1.4.

If all solicitations are rejected or a solicitation is cancelled, all solicitation submittals received may remain confidential, at the discretion of the Purchasing Manager, in accordance with Chapter 119, Florida Statutes, as amended.

**7. Mandatory Requirements**

The Orange County Sheriff's Office has established certain mandatory requirements which must be included as a part of any proposal. The use of the terms "shall" "must" or "will" in this document indicates a mandatory requirement or condition.

The Sheriff's Office reserves the right to determine which proposal(s) meets the mandatory requirements of the ITB.

If Bidder intends to negotiate proposed changes ("redlines") to any contract or document, Bidder shall provide a redlined version with visual indicators of proposed changes. No other proposed changes or negotiations offered after bid submission shall be considered without the Sheriff's consent.

**Titles:**

1. Bid or proposal will be used interchangeably throughout this document.
2. Bidder, Proposer, Contractor, Contractor, Respondent or Vendor will be used interchangeably throughout this document.
3. Orange County Sheriff's Office (OCSO), Sheriff or Agency will be used interchangeably throughout this document.

**8. Public Entity Crime**

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Section 287.133(3)(d), Florida Statutes, provides that the Florida Department of Management Services shall maintain a list of the names and addresses of those who have been disqualified from participating in the public contracting process under this section.

[http://www.dms.myflorida.com/business\\_operations/state\\_purchasing/vendor\\_information/convicted\\_suspended\\_discriminatory\\_complaints\\_vendor\\_lists/convicted\\_vendor\\_list](http://www.dms.myflorida.com/business_operations/state_purchasing/vendor_information/convicted_suspended_discriminatory_complaints_vendor_lists/convicted_vendor_list)

A person or affiliate who has been placed on the Convicted Vendor list following a conviction for a public entity crime shall not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, shall not submit bids on leases of real property to a public entity, shall not be awarded or perform work as a contractor, supplier, subcontractor, or Contractor under a contract with a public entity, and shall not transact business with any public entity in excess of the threshold amount provided in Florida Statute Section 287.017, for CATEGORY TWO for a period of thirty-six (36) months from the date of being placed on The Convicted Vendor List.

**9. Availability of Funds**

The Sheriff's performance and obligation to pay under this contract is contingent upon annual appropriation for its purpose by the Board of County Commissioners, or other specified funding source for this procurement.

**10. Contract Term**

It is the intent of the Sheriff to enter into a two-year (2-year) term contract, with a renewal clause for three additional one (1) year terms for services as described herein.

**11. Tax Status**

The Orange County Sheriff's Office is a tax-exempt governmental agency. As such, no federal, state or local taxes shall be charged or included in the bid price. A copy of the Sheriff's Tax-Exempt status will be provided if requested by the Vendor.

**12. Equal Opportunity**

It is hereby declared that equal opportunity and nondiscrimination shall be the Sheriff's policy intended to assure equal opportunities to every person, regardless of race, religion, sex, sexual orientation and gender expression/identity, color, age, disability or national origin, in securing or holding employment in a field of work or labor for which the person is qualified.

Further, the Contractor shall abide by the following provisions:

- A. The Contractor shall represent that the Contractor has adopted and maintains a policy of nondiscrimination.
- B. The Contractor shall allow reasonable access to all business and employment records for the purpose of ascertaining compliance with the non-discrimination provision of the contract.

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The Contractor shall advise the Sheriff, in writing, of its intent to use any subcontractors in the fulfillment of the terms of this agreement. Any such sub-contractor shall agree in writing to comply with the conditions contained within this agreement.

**13. Questions Regarding this ITB**

The OCSO Senior Procurement Specialist, Davon Petersen, is the single point of contact (the "Principal Contact") for all matters relating to this ITB. Vendors must direct all inquiries to [Davon.Petersen@ocsofl.net](mailto:Davon.Petersen@ocsofl.net).

Vendor will not, under any circumstances, contact any OCSO employee, Orange County Senior Procurement Specialist or Orange County government personnel, other than the Principal Contact to discuss this ITB.

No negotiations, decisions, or actions will be initiated or executed by a bidder as a result of any discussion with any employee(s) of the above referenced entities. Vendors must not divulge submitted bid information prior to the official bid opening. Proposers shall not direct any queries or statements concerning their proposal to any Orange County Sheriff's Office employee, other than the Purchasing Manager, from the time of submission of a proposal until the execution of a contract or contract award.

Any proposer who initiates any discussions with staff in any manner other than that described below is subject to disqualification from this procurement. All questions or concerns regarding this Invitation to Bid must be submitted in writing, by email to the Senior Procurement Specialist, at [Davon.Petersen@ocsofl.net](mailto:Davon.Petersen@ocsofl.net) no later than **4:00pm (EST) on Thursday, June 11, 2026**, referencing ITB #224-26.

All vendor questions received by the published deadline will be answered through the issuance of an addendum. The addendum will be issued to all vendors known to be in receipt of this ITB. Written communications from the Senior Procurement Specialist will be the official Sheriff's Office response to vendor questions.

When required, the Senior Procurement Specialist will issue an addendum to the Invitation to Bid. The addendum will be available on the Internet for access by potential proposers. Proposers are instructed not to contact the OCSO initiating division/unit directly. No oral interpretation of this Invitation to Bid shall be considered binding.

This provision exists solely for the convenience and administrative efficiency of Sheriff's Office. No proposer or other third party gains any rights by virtue of this provision or the application thereof, nor shall any proposer or third party have any standing to sue or cause of action arising therefrom.

**14. Reference Checks**

The contact person listed as a reference shall be someone who has personal knowledge of the Proposer's past performance on contracts that are similar in nature, scope and volume. Contact persons shall have been informed that they are being used as a reference and that the Sheriff's

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Office may be contacting them. More than one person can be listed but all shall have knowledge of the project. DO NOT list principals or officers who will not be able to answer specific questions regarding the project. Inaccurate, obsolete or negative responses from the listed references could result in rejection of a bid. Failure to supply the required references will deem the bid as non-responsive and will not be considered for award. Bidder involvement with reference checks is not permitted. Only the OCSO or its designee will conduct reference checks. Any deviation to this will result in rejection of your response.

**17. Confidential Information**

In accordance with Chapter 119 of the Florida Statutes (Public Records Law), and except as may be provided by other applicable State or Federal Law, all proposers should be aware that Request for Proposals or Invitation for Bids and the responses thereto are in the public domain. **Proposers must identify specifically** any information contained in their response which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, **citing specifically the applicable exempting law**. If a Proposer fails to cite the applicable exempting law, the information will be considered subject to disclosure.

**18. Negotiations**

The OCSO expects to conduct detailed negotiations with each of the down-selected providers. Details regarding this process will be provided at the appropriate time to Vendor, if it is chosen to be a down-selected provider, and may include discussions based on any aspect of a proposal.

The OCSO intends to have various representatives participate in all negotiations. The OCSO encourages down-selected providers, as appropriate, to have their legal counsel participate as well. However, the OCSO will not be precluded by the absence of down-selected providers' counsel from having its counsel participate, and down-selected providers will not be permitted to defer or revisit any matter due to the necessity of consultation with counsel.

**19. Supplemental Information**

If additional relevant material is produced by or becomes available to the OCSO, such material will be transmitted through the issuance of addendum to all ITB participants. Vendors should consider such information in their proposals, and the OCSO will assume all changes or additional requirements transmitted have been taken into account in Vendor's proposal (including with respect to pricing), unless otherwise specified. All limitations, terms, conditions and requirements for the original ITB shall apply to any addendums.

**20. No Representations or Warranties**

The OCSO makes no representations or warranties regarding the accuracy or completeness of the information contained in this ITB or otherwise provided by the OCSO through the ITB process. Vendor is responsible for making its own evaluation of information and data contained in this ITB or otherwise provided by the OCSO, and for preparing and submitting responses to the ITB.

The OCSO has attempted to validate the information provided in this ITB, but it is possible the Contractor may detect inconsistencies or potential errors. While Vendor should identify these

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potential issues in its questions, Vendor should use the information provided on an "as-is" basis for its proposal.

### **III. INVITATION TO BID SPECIFICATIONS**

#### **A. Purpose**

The Orange County Sheriff's Office (OCSO) in Orange County, Florida is soliciting sealed fixed priced proposals from qualified companies to provide Fleet Parts and Equipment from an approved product list for various types of automotive parts, fluids and chemicals. In addition, the Agency may, from time to time, order non-inventory items that are available from the Vendor. The Orange County Sheriff's Office fleet is mission critical with order fulfillment and delivery being of high priority.

Vendors may bid on individual sections or the entire bid; however, preference may be given to vendors offering a broader range of items. Vendors will need to bid on each section by listing the quantity that they can provide, the % off MSRP or any other pricing method that the Vendor proposes. Such pricing methods could be a fixed price, or percentage reduction in price. Proposer will provide a detailed explanation of pricing methods if other than a % of MSRP.

#### **B. Scope of Work**

The purpose of this ITB is to ensure that the OCSO Fleet Division can obtain automotive parts, fluids, and chemicals needed to maintain its fleet. Nothing in this specification should be interpreted as absolving the manufacturer, supplier, or bidder of the responsibility to provide products that are fit for their intended purpose. Vendors shall deliver products only upon request.

### **1. CONTRACTOR'S RESPONSIBILITIES & REQUIREMENTS**

#### **A. Inventory Restocking**

The winning bidder will work with the OCSO Fleet Parts manager to create a schedule for restocking and inventory evaluation. Based on needs, the Parts Manager will approve any restocking of inventory listed. If there is a need for change, the Parts Manager will contact the Vendor to request an adjustment to the amount of inventory.

Restocking may be accomplished when an OCSO employee orders items from the Vendor or may be done through an inventory system that tracks items arriving and departing from the agency's inventory. If such an inventory system is used, the Vendor agrees to accommodate and cooperate with the use of the system and any automated ordering.

The bidder agrees to accept, at no charge, the return of all excess parts, fluids/chemicals, and all items ordered in error by the OCSO Fleet division at the original acquisition cost, assuming that the item is not expired. Expired product means any product that is date bound by a date indicator printed on the product for

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which the date on the product is no longer valid or able to be issued. The OCSO Fleet division shall return parts/fluids/chemicals in their original boxes or packaging, which will be unsoiled.

The bidder shall accept returns of incorrect or defective parts at no cost to the agency. Vendor shall clearly define core return requirements and provide timely credit for all eligible cores.

Vendor shall deliver parts only upon request. Delivery timelines must be clearly defined, and priority service shall be provided for mission-critical vehicles. Vendor shall notify the agency of any back-ordered items at the time of order. No substitutions shall be made without.

Vendor shall provide, install, and maintain all equipment necessary for the safe, controlled, and efficient distribution of fluids from bulk containers (e.g., 55-gallon drums) to dispensing points, including but not limited to sprayer. Vendors must swap empty drums upon the delivery of new inventory. All bulk fluid and dispensing methods must comply with applicable safety and environmental regulations.

**B. Non-Inventory Stock**

The agency may order specific parts needed to repair the Agency's Fleet. These items are not part of the agency's inventory and will be ordered on an as needed basis. The pricing method provided by the Vendor will apply to these items unless another pricing method is specifically identified by the Vendor in their response.

The bidder agrees to accept, at no charge, the return of any part ordered in error by the OCSO Fleet division at the original acquisition cost, assuming that the item is not expired.

**C. Shipping and Handling**

Products must be delivered free on-board destination (FOB Destination) to the following address:

OCSO Fleet  
2200 W. Colonial Drive, Orlando, FL 32804

**D. Billing**

Vendor must provide **monthly** billing statements, including copies of all invoices for both inventory and non-inventory items. Statements and invoices shall be sent submitted via email to the following email addresses([Akiaan.Joseph@ocsofl.net](mailto:Akiaan.Joseph@ocsofl.net)), ([Angel.Maldonada@ocsofl.net](mailto:Angel.Maldonada@ocsofl.net)), ([David.Mamber@ocsofl.com](mailto:David.Mamber@ocsofl.com)), ([FleetMgmtInvoice@ocsofl.com](mailto:FleetMgmtInvoice@ocsofl.com)), and ([OCSOAccountsPayable@ocsofl.com](mailto:OCSOAccountsPayable@ocsofl.com)) or mailed to OCSO Fleet at 2200 W. Colonial Drive, Orlando, FL, 32804. Invoices must be submitted in an Excel Format and shall include the delivery date, invoice number, part number (if applicable), and total invoice amount.

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If the Agency provides a vehicle number when placing a non-inventory order, then the vehicle's number must also be included in the invoice.

E. **Vendor Discount List**

Prior to the award of the bid, Vendor may be asked to provide a price list of select inventory items that include the final price after the % off MSRP has been calculated.

**2. DELIVERY REQUIREMENTS**

A. Vendor Staff providing services hereunder shall be law abiding persons without felony arrest records, or crimes involving illegal drug use, excessive traffic violations, dishonesty, moral turpitude or domestic violence.

B. Every Vendor driver must present a professional appearance in attire that clearly represents their company.

C. The bidder shall be based within the Central Florida area and be able to deliver all non-inventory items within four (4) hours of an order being placed during the hours of 8 a.m. to 9 p.m. Monday through Friday and 8am-1pm on Saturday, with the exception of holidays. The scheduled deliveries will be provided at no additional cost to the OCSO. The bidder shall also provide emergency (unscheduled) delivery on an as needed basis to the OCSO at no additional cost.

The bidder for bolts, nuts, washers, fuses, rivets and other similar items will provide shelving and/or drawers to store small parts.

D. All deliveries/shipments under this contract must be accompanied by a neat and legible delivery ticket, packing slip or sale slip that includes the following information:

1. Vendor Name
2. Asset Number/Work Order Number
3. Date of Purchase
4. Itemized List of Parts, Supplies, or Fluids Ordered
5. Date of Delivery
6. Quantity, Unit Price and Warranty (if applicable) of Each Item, Less Applicable Discounts
7. Invoice number if provided upon delivery
8. Vehicle number if appropriate.

**3. LIABILITIES**

In addition to indemnification requirements the Contractor will be held responsible for any loss of, damage to or unauthorized use of Sheriff/County property directly attributable to the action or negligence of the Contractor's employees. Monetary charges, such as OCSO equipment repair or replacement cost, etc. may be deducted from the most current Contractor's invoice being processed.

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**4. ORIGINAL EQUIPMENT MANUFACTURER (OEM)/FLUID/CHEMICALS**

For the purposes of this solicitation, all parts must be new Ford OEM or Motorcraft, Chevrolet OEM or AC Delco, or the equivalent of OEM parts for other manufacturers as requested. The same will apply to other parts requested by different manufacturers. If OEM parts are unavailable, aftermarket parts may be considered, provided they meet or exceed the manufacturer's original equipment specifications, performance standards, quality requirements, and applicable OEM filtration BETA ratings. The bidder must provide proper documentation upon request for all non-OEM parts. All brake components must be police pursuit rated where applicable. An OSHA Data Safety Sheet (SDS) must accompany all orders containing fluids, chemicals or any other product requiring OSHA documentation. (BETA rating is filtration efficiency standards use to measure how well a filter removes particles.) Ford and Chevrolet vehicles identified in this document are police package units and parts shall meet or exceed OEM specifications specifically designed for law enforcement applications, including components rated for sever-duty use, extended idle conditions, and pursuit.

**5. VEHICLE BATTERY**

All vehicle battery orders shall be received by OCSO Fleet staff within twenty-four (24) hours after the order is placed. OCSO requires that the bidder provides a minimum twenty-four (24) month warranty for all batteries listed in this bid and ordered by OCSO Fleet staff. OCSO requires that the bidder establish a six (6) month battery inventory rotation. If a battery is older than six (6) months, the bidder shall replace it at no additional cost to OCSO. An inventory schedule will be determined when a contract is awarded. \*OCSO will not pay for core charges. The bidder shall establish a schedule with OCSO Fleet staff as to when core batteries will be picked up.

**6. WARRANTIES**

All products must have a one (1) year full warranty, which is the industry standard. If the manufacturer of the various products offers an additional warranty, the bidder must submit the additional warranty information with their bid. If there is an inconsistency between the terms of the manufacturer's warranty and the warranty requirements set forth in these solicitation documents, the terms of the solicitation documents will apply.

**7. CONTRACT TERM AND TYPE**

**A. Contract Term**

The term of the contract shall be for a period of two (2) years, with a renewal clause for three additional one (1) year terms for services as described herein, during which all discounts or percentages off the list shall remain firm. All pricing is based on vendor's % off MSRP discounts. If pricing increases more than 3%, the bid can be renegotiated at the time of the contract renewal.

**B. Requirement of the Contract**

- Bidder acknowledges that the contract will be entered into because of this solicitation will be a requirements contract. The level of effort stated herein are estimates given as a general guide for bidding and are not guaranteed amounts but do represent the best estimate of the OCSO Fleet Division based on projected needs.

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**8. BASIS OF AWARD**

The OCSO will make the bid award to the lowest responsive and responsible bidder. The lowest bidder will be determined by comparing bids based upon the cost of various items described in the bid evaluation. Bids will be awarded as a whole or in parts.

**IV. PROPOSAL FORMAT**

The Sheriff reserves the right to award a contract pursuant to this ITB without further discussion with proposers; therefore, it is important that each proposal is contains the following items to ensure the bid submission is responsive. Additionally, the changes to these documents that the proposer intends to request or negotiate **MUST BE** notated (or redlined) on the documents submitted to OCSO).

**Required Documents**

- A.1 Vendor Contact Information
- A.2 Proposal Submittal Checklist
- A.3 Acknowledgements
- A.4 Vendor References
- A.5 Conflict of Interest Form
- A.6 Authorized Signatories/Negotiators
- A.7 Drug Free Workplace Form
- A.8 Acknowledgement of Addendum
- A.9 Vendor Response Form
- A.10 Certificate of Insurance

**V. PROPOSAL SUBMISSION**

Vendors desiring to provide the specified goods/services as specified in this ITB must submit one (1) **typed** original printed copy and one (1) digital version in PDF format on a USB flash drive of its entire proposal according to Section IV: Proposal Format A. The excel spreadsheet that is attached to the bid should be used for inputting line-item quotes, which should then be saved to the USB version **only**. Required forms are due no later than **Thursday, June 18, 2026, by 4: 00p.m (EST)**. to:

***(a) For Mail Delivery:***

Orange County Sheriff's Office  
Purchasing Section, Attn: Davon Petersen  
P.O. Box 1440 Orlando, FL 32802-1440

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**(b) For Hand Delivery or Overnight Carrier (Mark package "URGENT"):**

Orange County Sheriff's Office

Attention: Davon Petersen, Senior Procurement Specialist

2500 W. Colonial Drive, Orlando, FL 32804

All Vendors delivering bid packages to the physical address listed above must notify Purchasing at (407) 254-7147 or (407) 254-7132 immediately upon arrival.

Purchasing personnel will issue a bid receipt to the Vendor upon receipt of the bid package.

***The sealed envelope must be marked in the lower left outside corner with the Vendor name and "ITB #224-26".***

**ALL** bids must be received in the Purchasing Section by **Thursday, June 18, 2026, by 4:00pm (EST)**, regardless of the delivery method. It is the sole responsibility of the Proposer to ensure their proposal reaches the Sheriff's Purchasing Section. Proposals received after the deadline will not be considered and will be returned unopened to the Proposer. The Orange County Sheriff's Office will not be responsible for late deliveries or delayed mail.

A. Proposals may not be amended after the submission deadline.

B. All materials submitted in connection with Proposer's response to this ITB, notwithstanding any legends on the Proposal or any other statements to the contrary, will become the property of the OCSO and may be returned only at OCSO's option.

**VI. EVALUATION CRITERIA**

**A. Qualifying Proposals**

OCSO will review each submitted proposal to determine whether it is a Qualifying proposal. A qualifying proposal is one that meets all the criteria set forth herein.

A qualifying proposal is a proposal:

1. Submitted by the specified due date as specified in Section V: Proposal Submission.
2. Submitted in the form and format outlined in Section IV: Proposal Format.
3. Conforms to the scope and bid requirements as specified in Section III: ITB Bid Specifications.
4. Includes all proposed changes ("redlined" or other visual indicator of proposed changes) to any contract, form, or other document provided by OCSO and submitted by bidder. **NO PROPOSED CHANGES SHALL BE ACCEPTED AFTER BID SUBMISSION.**

**B. Evaluation of Qualifying Proposals**

OCSO will evaluate each qualifying proposal based on the degree to which it complies with OCSO's requirements, as articulated in this ITB. The selection criteria will be based on several factors including cost, estimated service/delivery date, and references.

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**VII. LIST OF ATTACHMENTS AND EXHIBITS**

- A.1 Vendor Contact Information
- A.2 Proposal Submittal Checklist
- A.3 Acknowledgements
- A.4 Vendor References
- A.5 Conflict of Interest Statement Form
- A.6 Authorized Signatories/Negotiators
- A.7 Drug Free Workplace Form
- A.8 Acknowledgement of Addenda
- A.9 Vendor Response
- A.10 Certificate of Insurance

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**Attachment A: Required Documents**

A.1 Vendor Contact Information

**Orange County Sheriff's Office  
Fiscal Management-Purchasing Section  
Attention: Davon Petersen  
2500 W. Colonial Dr.  
Orlando, FL 32804**

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Fleet Parts and Equipment Bid

A.1 Vendor Contact Information

Business Name: \_\_\_\_\_  
(Operational name used on business cards, advertising, signs, etc.)

Entity Name: \_\_\_\_\_  
(Entity name registered with FL Div. of Corporations if different than  
operational name)

Business Address: \_\_\_\_\_  
(Physical address and mailing address)

Federal Employer Identification Number (or SSN): \_\_\_\_\_

Contact Person's Name: \_\_\_\_\_

Contact Person's Title: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

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**Attachment A: Required Documents**

A.2 Proposal Submittal Checklist

Please place an [X] on your reply

A.1 Vendor Contact Information	{YES} {NO}
A.2 Proposal Submittal Checklist	{YES} {NO}
A.3 Acknowledgements	{YES} {NO}
A.4 Vendor References	{YES} {NO}
A.5 Conflict of Interest Form	{YES} {NO}
A.6 Authorized Signatories/Negotiators	{YES} {NO}
A.7 Drug Free Workplace Form	{YES} {NO}
A.8 Acknowledgement of Addenda	{YES} {NO}
A.9 Vendor Response	{YES} {NO}
A.10 Certificate of Insurance	{YES} {NO}

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**Attachment A: Required Documents**

A.3 Acknowledgements

**A. Disclosures**

By signing below, you acknowledge that you have disclosed any claims, lawsuits, mediations, bankruptcy's, arbitrations or litigations within the past five (5) years.

Name: \_\_\_\_\_

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

Signature: \_\_\_\_\_

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

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**Attachment A: Required Documents**

A.4 Vendor References

Bidder must provide the following information for three (3) previous clients in which similar scope of services were performed within the last five (5) years.

**Reference No. 1**

<b>Company Name:</b>	
<b>Location: (City, State):</b>	
<b>Date of Service:</b>	
<b>Contact Person:</b>	
<b>Contact Number:</b>	
<b>Email Address:</b>	

**Reference No. 2**

<b>Company Name:</b>	
<b>Location: (City, State):</b>	
<b>Date of Service:</b>	
<b>Contact Person:</b>	
<b>Contact Number:</b>	
<b>Email Address:</b>	

**Reference No. 3**

<b>Company Name:</b>	
<b>Location: (City, State):</b>	
<b>Date of Service:</b>	
<b>Contact Person:</b>	
<b>Contact Number:</b>	
<b>Email Address:</b>	

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**Attachment A: Required Documents**

A.5 Conflict of Interest Statement

**CHECK ONE**

To the best of our knowledge, the undersigned firm has no potential conflict of interest due to any clients, contracts, property interest, or officer, director or agent of the Orange County Sheriff's Office for this project.

**OR**

The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest due to clients, contracts, property interest, or officer, director or agent of the Orange County Sheriff's Office for this project.

**LITIGATION STATEMENT**

**CHECK ONE**

The undersigned firm has had no litigation and/or judgments entered against it by any local, state or federal entity and has had no litigation and/or judgments entered against such entities during the past ten (10) years.

The undersigned firm, **BY ATTACHMENT TO THIS FORM**, submits a summary and disposition of individual cases of litigation and/or judgments entered by or against any local, state or federal entity, by any state or federal court, during the past ten (10) years.

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
NAME (PRINT OR TYPE)

\_\_\_\_\_  
TITLE

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**Attachment A: Required Documents**

A.6 Authorized Signatories/Negotiators

The proposer represents the following persons who are authorized to sign and/or negotiate contracts and related documents to which the proposer will be duly bound:

<u>Name</u>	<u>Title</u>	<u>Phone Number</u>

\_\_\_\_\_  
(Signature) (Title)

\_\_\_\_\_  
(Name of Business) (Business Telephone Number)

\_\_\_\_\_  
(Mailing Address) (Business Physical Address)

\_\_\_\_\_  
(City, State, Zip) (City, State, Zip)

The proposer shall complete and submit the following information with the proposal:

**Type of Organization**

\_\_\_\_ Sole Proprietorship      \_\_\_\_ Partnership  
\_\_\_\_ Joint Venture            \_\_\_\_ Corporation

State of Incorporation: \_\_\_\_\_

Federal I.D. or Social Security number is \_\_\_\_\_

E-mail Address: \_\_\_\_\_

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**Attachment A: Required Documents**

A.7 Drug Free Workplace Form

The undersigned vendor, in accordance with Florida Statute 287.087 hereby certifies that

\_\_\_\_\_ Does  
Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.

Proposer's Signature \_\_\_\_\_  
Date \_\_\_\_\_

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**Attachment A: Required Documents**

A.8 Acknowledgement of Addenda

The bidder/proposer shall acknowledge receipt of any addenda issued to the solicitation by completing the blocks below or by completion of the applicable information on the addendum and returning it with their respective proposal. Failure to acknowledge an addendum that has a material impact on the solicitation may negatively impact the responsiveness of your bid or proposal. Material impacts include but are not limited to changes to scope of service, delivery time, performance period, quantities, bonds, letters of credit, insurance, qualifications, etc.

**Addendum No.**\_\_\_\_\_, **Date**\_\_\_\_\_

**Addendum No.**\_\_\_\_\_, **Date**\_\_\_\_\_

**Addendum No.**\_\_\_\_\_, **Date**\_\_\_\_\_

**Addendum No.**\_\_\_\_\_, **Date**\_\_\_\_\_

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**Attachment A: Required Documents**

A.9 Vendor Response Form

Complete each section in its entirety by stating the quantity and discount percentage off MSRP for each line item listed. Please specify if pricing is based on a method other than "discount percentage off MSRP".

**2011-2019 PIU**

Vehicle Group	Engine	Part Description	OEM Part #	Aftermarket Part #	Vendor Name	Unit Cost	Warranty (Months)	Lead Time (Days)	Final Cost \$
2011-2019 PIU	3.5L EcoBoost	Oil Filter							
2011-2019 PIU	3.5L EcoBoost	Engine Air Filter							
2011-2019 PIU	3.5L EcoBoost	Cabin Air Filter							
2011-2019 PIU	3.5L EcoBoost	Spark Plugs							
2011-2019 PIU	3.5L EcoBoost	Ignition Coils							
2011-2019 PIU	3.5L EcoBoost	Water Pump							
2011-2019 PIU	3.5L EcoBoost	Thermostat							
2011-2019 PIU	3.5L EcoBoost	Front Brake Pads							
2011-2019 PIU	3.5L EcoBoost	Front Brake Rotors							
2011-2019 PIU	3.5L EcoBoost	Rear Brake Pads							
2011-2019 PIU	3.5L EcoBoost	Rear Brake Rotors							
2011-2019 PIU	3.5L EcoBoost	A/C Compressor							
2011-2019 PIU	3.5L EcoBoost	A/C Evaporator Core							
2011-2019 PIU	3.5L EcoBoost	A/C Condenser							
2011-2019 PIU	3.5L EcoBoost	Lower Control Arm							
2011-2019 PIU	3.5L EcoBoost	Front Strut Assembly							
2011-2019 PIU	3.5L EcoBoost	Rear Shock Absorbers							
2011-2019 PIU	3.5L EcoBoost	Electric Steering Gear							
2011-2019 PIU	3.5L EcoBoost	Alternator							

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2011-2019 PIU	3.5L EcoBoost	Sway Bar Link							
2011-2019 PIU	3.5L EcoBoost	Front Wheel Hub & Bearing Assembly							
2011-2019 PIU	3.5L EcoBoost	Rear Wheel Hub & Bearing Assembly							

**2020-2026 PIU**

Vehicle Group	Engine	Part Description	OEM Part #	Aftermarket Part #	Vendor Name	Unit Cost	Warranty (Months)	Lead Time (Days)	Final Cost \$
2020-2026 PIU	3.0L EcoBoost	Oil Filter							
2020-2026 PIU	3.0L EcoBoost	Engine Air Filter							
2020-2026 PIU	3.0L EcoBoost	Cabin Air Filter							
2020-2026 PIU	3.0L EcoBoost	Spark Plugs							
2020-2026 PIU	3.0L EcoBoost	Ignition Coils							
2020-2026 PIU	3.0L EcoBoost	Water Pump							
2020-2026 PIU	3.0L EcoBoost	Thermostat							
2020-2026 PIU	3.0L EcoBoost	Front Brake Pads							
2020-2026 PIU	3.0L EcoBoost	Front Brake Rotors							
2020-2026 PIU	3.0L EcoBoost	Rear Brake Pads							
2020-2026 PIU	3.0L EcoBoost	Rear Brake Rotors							
2020-2026 PIU	3.0L EcoBoost	A/C Compressor							
2020-2026 PIU	3.0L EcoBoost	A/C Evaporator Core							
2020-2026 PIU	3.0L EcoBoost	A/C Condenser							
2020-2026 PIU	3.0L EcoBoost	Lower Control Arm							
2020-2026 PIU	3.0L EcoBoost	Front Strut Assembly							
2020-2026 PIU	3.0L EcoBoost	Rear Shock Absorbers							

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2020-2026 PIU	3.0L EcoBoost	Electric Steering Gear							
2020-2026 PIU	3.0L EcoBoost	Alternator							
2020-2026 PIU	3.0L EcoBoost	Sway Bar Link							
2020-2026 PIU	3.0L EcoBoost	Front Wheel Hub & Bearing Assembly							
2020-2026 PIU	3.0L EcoBoost	Rear Wheel Hub & Bearing Assembly							

**2011-2014 Tahoe**

Vehicle Group	Engine	Part Description	OEM Part #	Aftermarket Part #	Vendor Name	Unit Cost	Warranty (Months)	Lead Time (Days)	Final Cost \$
2011-2014 Tahoe	5.3L V8	Oil Filter							
2011-2014 Tahoe	5.3L V8	Engine Air Filter							
2011-2014 Tahoe	5.3L V8	Cabin Air Filter							
2011-2014 Tahoe	5.3L V8	Spark Plugs							
2011-2014 Tahoe	5.3L V8	Ignition Coils							
2011-2014 Tahoe	5.3L V8	Water Pump							
2011-2014 Tahoe	5.3L V8	Thermostat							
2011-2014 Tahoe	5.3L V8	Front Brake Pads							
2011-2014 Tahoe	5.3L V8	Front Brake Rotors							
2011-2014 Tahoe	5.3L V8	Rear Brake Pads							
2011-2014 Tahoe	5.3L V8	Rear Brake Rotors							
2011-2014 Tahoe	5.3L V8	A/C Compressor							

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2011-2014 Tahoe	5.3L V8	A/C Evaporator Core							
2011-2014 Tahoe	5.3L V8	A/C Condenser							
2011-2014 Tahoe	5.3L V8	Lower Control Arm							
2011-2014 Tahoe	5.3L V8	Front Strut Assembly							
2011-2014 Tahoe	5.3L V8	Rear Shock Absorbers							
2011-2014 Tahoe	5.3L V8	Electric Steering Gear							
2011-2014 Tahoe	5.3L V8	Alternator							
2011-2014 Tahoe	5.3L V8	Sway Bar Link							
2011-2014 Tahoe	5.3L V8	Front Wheel Hub & Bearing Assembly							
2011-2014 Tahoe	5.3L V8	Rear Wheel Hub & Bearing Assembly							

**2021-2026 Tahoe**

Vehicle Group	Engine	Part Description	OEM Part #	Aftermarket Part #	Vendor Name	Unit Cost	Warranty (Months)	Lead Time (Days)	Final Cost \$
2021-2026 Tahoe	5.3L EcoTec3 V8	Oil Filter							
2021-2026 Tahoe	5.3L EcoTec3 V8	Engine Air Filter							
2021-2026 Tahoe	5.3L EcoTec3 V8	Cabin Air Filter							
2021-2026 Tahoe	5.3L EcoTec3 V8	Spark Plugs							
2021-2026 Tahoe	5.3L EcoTec3 V8	Ignition Coils							
2021-2026 Tahoe	5.3L EcoTec3 V8	Water Pump							
2021-2026 Tahoe	5.3L EcoTec3 V8	Thermostat							

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2021-2026 Tahoe	5.3L EcoTec3 V8	Front Brake Pads							
2021-2026 Tahoe	5.3L EcoTec3 V8	Front Brake Rotors							
2021-2026 Tahoe	5.3L EcoTec3 V8	Rear Brake Pads							
2021-2026 Tahoe	5.3L EcoTec3 V8	Rear Brake Rotors							
2021-2026 Tahoe	5.3L EcoTec3 V8	A/C Compressor							
2021-2026 Tahoe	5.3L EcoTec3 V8	A/C Evaporator Core							
2021-2026 Tahoe	5.3L EcoTec3 V8	A/C Condenser							
2021-2026 Tahoe	5.3L EcoTec3 V8	Lower Control Arm							
2021-2026 Tahoe	5.3L EcoTec3 V8	Front Strut Assembly							
2021-2026 Tahoe	5.3L EcoTec3 V8	Rear Shock Absorbers							
2021-2026 Tahoe	5.3L EcoTec3 V8	Electric Steering Gear							
2021-2026 Tahoe	5.3L EcoTec3 V8	Alternator							
2021-2026 Tahoe	5.3L EcoTec3 V8	Sway Bar Link							
2021-2026 Tahoe	5.3L EcoTec3 V8	Front Wheel Hub & Bearing Assembly							
2021-2026 Tahoe	5.3L EcoTec3 V8	Rear Wheel Hub & Bearing Assembly							

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**2013-2019 F150**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Part Description</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Oil Filter</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Engine Air Filter</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Cabin Air Filter</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Spark Plugs</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Ignition Coils</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Water Pump</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Thermostat</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Front Brake Pads</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Front Brake Rotors</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Rear Brake Pads</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Rear Brake Rotors</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>A/C Compressor</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>A/C Evaporator Core</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>A/C Condenser</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Lower Control Arm</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Front Strut Assembly</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Rear Shock Absorbers</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Electric Steering Gear</u>							

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<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Alternator</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Sway Bar Link</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Front Wheel Hub &amp; Bearing Assembly</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Rear Wheel Hub &amp; Bearing Assembly</u>							

**2020-2026 F150**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Part Description</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Oil Filter</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Engine Air Filter</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Cabin Air Filter</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Spark Plugs</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Ignition Coils</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Water Pump</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Thermostat</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Front Brake Pads</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Front Brake Rotors</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Rear Brake Pads</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Rear Brake Rotors</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>A/C Compressor</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>A/C Evaporator Core</u>							

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<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>A/C Condenser</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Lower Control Arm</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Front Strut Assembly</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Rear Shock Absorbers</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Electric Steering Gear</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Alternator</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Sway Bar Link</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Front Wheel Hub &amp; Bearing Assembly</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Rear Wheel Hub &amp; Bearing Assembly</u>							

**2021 Voyager**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Part Description</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Oil Filter</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Engine Air Filter</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Cabin Air Filter</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Spark Plugs</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Ignition Coils</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Water Pump</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Thermostat</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Front Brake Pads</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Front Brake Rotors</u>							

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<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Rear Brake Pads</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Rear Brake Rotors</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>A/C Compressor</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>A/C Evaporator Core</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>A/C Condenser</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Lower Control Arm</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Front Strut Assembly</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Rear Shock Absorbers</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Electric Steering Gear</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Alternator</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Sway Bar Link</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Front Wheel Hub &amp; Bearing Assembly</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Rear Wheel Hub &amp; Bearing Assembly</u>							

**2020 Ram 1500**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Part Description</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2020 Ram 1500</u>	<u>3.6LV6 (verify)</u>	<u>Oil Filter</u>							
<u>2020 Ram 1500</u>	<u>3.6LV6 (verify)</u>	<u>Engine Air Filter</u>							
<u>2020 Ram 1500</u>	<u>3.6L V6 (verify)</u>	<u>Cabin Air Filter</u>							
<u>2020 Ram 1500</u>	<u>3.6L V6 (verify)</u>	<u>Spark Plugs</u>							

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2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Ignition Coils</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Water Pump</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Thermostat</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Front Brake Pads</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Front Brake Rotors</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Rear Brake Pads</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Rear Brake Rotors</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>A/C Compressor</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>A/C Evaporator Core</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>A/C Condenser</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Lower Control Arm</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Front Strut Assembly</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Rear Shock Absorbers</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Electric Steering Gear</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Alternator</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Sway Bar Link</u>							
2020 Ram 1500	<u>3.6L V6 (verify)</u>	<u>Front Wheel Hub &amp; Bearing Assembly</u>							

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2020 Ram 1500	3.6L V6 (verify)	Rear Wheel Hub & Bearing Assembly							
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**2020 Challenger**

Vehicle Group	Engine	Part Description	OEM Part #	Aftermarket Part #	Vendor Name	Unit Cost	Warranty (Months)	Lead Time (Days)	Final Cost \$
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Oil Filter</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Engine Air Filter</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Cabin Air Filter</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Spark Plugs</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Ignition Coils</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Water Pump</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Thermostat</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Front Brake Pads</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Front Brake Rotors</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Rear Brake Pads</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Rear Brake Rotors</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>A/C Compressor</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>A/C Evaporator Core</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>A/C Condenser</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Lower Control Arm</u>							

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<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Front Strut Assembly</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Rear Shock Absorbers</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Electric Steering Gear</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Alternator</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Sway Bar Link</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Front Wheel Hub &amp; Bearing Assembly</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Rear Wheel Hub &amp; Bearing Assembly</u>							

**2025 Santa Fe**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Part Description</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Oil Filter</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Engine Air Filter</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Cabin Air Filter</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Spark Plugs</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Ignition Coils</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Water Pump</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Thermostat</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Front Brake Pads</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Front Brake Rotors</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Rear Brake Pads</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Rear Brake Rotors</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>A/C Compressor</u>							

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2025 Santa Fe	2.5L 4-Cyl	A/C Evaporator Core							
2025 Santa Fe	2.5L 4-Cyl	A/C Condenser							
2025 Santa Fe	2.5L 4-Cyl	Lower Control Arm							
2025 Santa Fe	2.5L 4-Cyl	Front Strut Assembly							
2025 Santa Fe	2.5L 4-Cyl	Rear Shock Absorbers							
2025 Santa Fe	2.5L 4-Cyl	Electric Steering Gear							
2025 Santa Fe	2.5L 4-Cyl	Alternator							
2025 Santa Fe	2.5L 4-Cyl	Sway Bar Link							
2025 Santa Fe	2.5L 4-Cyl	Front Wheel Hub & Bearing Assembly							
2025 Santa Fe	2.5L 4-Cyl	Rear Wheel Hub & Bearing Assembly							

**2020 Accord**

Vehicle Group	Engine	Part Description	OEM Part #	Aftermarket Part #	Vendor Name	Unit Cost	Warranty (Months)	Lead Time (Days)	Final Cost \$
2020 Accord	1.5L Turbo	Oil Filter							
2020 Accord	1.5L Turbo	Engine Air Filter							
2020 Accord	1.5L Turbo	Cabin Air Filter							
2020 Accord	1.5L Turbo	Spark Plugs							
2020 Accord	1.5L Turbo	Ignition Coils							
2020 Accord	1.5L Turbo	Water Pump							
2020 Accord	1.5L Turbo	Thermostat							
2020 Accord	1.5L Turbo	Front Brake Pads							
2020 Accord	1.5L Turbo	Front Brake Rotors							
2020 Accord	1.5L Turbo	Rear Brake Pads							

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<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>Rear Brake Rotors</u>							
<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>A/C Compressor</u>							
<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>A/C Evaporator Core</u>							
<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>A/C Condenser</u>							
<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>Lower Control Arm</u>							
<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>Front Strut Assembly</u>							
<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>Rear Shock Absorbers</u>							
<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>Electric Steering Gear</u>							
<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>Alternator</u>							
<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>Sway Bar Link</u>							
<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>Front Wheel Hub &amp; Bearing Assembly</u>							
<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>Rear Wheel Hub &amp; Bearing Assembly</u>							

**2025 Sonata**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Part Description</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Oil Filter</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Engine Air Filter</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Cabin Air Filter</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Spark Plugs</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Ignition Coils</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Water Pump</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Thermostat</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Front Brake Pads</u>							

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<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Front Brake Rotors</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Rear Brake Pads</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Rear Brake Rotors</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>A/C Compressor</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>A/C Evaporator Core</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>A/C Condenser</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Lower Control Arm</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Front Strut Assembly</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Rear Shock Absorbers</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Electric Steering Gear</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Alternator</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Sway Bar Link</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Front Wheel Hub &amp; Bearing Assembly</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Rear Wheel Hub &amp; Bearing Assembly</u>							

**2025 Tucson**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Part Description</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Oil Filter</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Engine Air Filter</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Cabin Air Filter</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Spark Plugs</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Ignition Coils</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Water Pump</u>							

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<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Thermostat</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Front Brake Pads</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Front Brake Rotors</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Rear Brake Pads</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Rear Brake Rotors</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>A/C Compressor</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>A/C Evaporator Core</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>A/C Condenser</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Lower Control Arm</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Front Strut Assembly</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Rear Shock Absorbers</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Electric Steering Gear</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Alternator</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Sway Bar Link</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Front Wheel Hub &amp; Bearing Assembly</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Rear Wheel Hub &amp; Bearing Assembly</u>							

**2023-2025 Telluride**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Part Description</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Oil Filter</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Engine Air Filter</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Cabin Air Filter</u>							

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<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Spark Plugs</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Ignition Coils</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Water Pump</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Thermostat</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Front Brake Pads</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Front Brake Rotors</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Rear Brake Pads</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Rear Brake Rotors</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>A/C Compressor</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>A/C Evaporator Core</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>A/C Condenser</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Lower Control Arm</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Front Strut Assembly</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Rear Shock Absorbers</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Electric Steering Gear</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Alternator</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Sway Bar Link</u>							

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<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Front Wheel Hub &amp; Bearing Assembly</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Rear Wheel Hub &amp; Bearing Assembly</u>							

**2025-2026 Carnival**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Part Description</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Oil Filter</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Engine Air Filter</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Cabin Air Filter</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Spark Plugs</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Ignition Coils</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Water Pump</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Thermostat</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Front Brake Pads</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Front Brake Rotors</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Rear Brake Pads</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Rear Brake Rotors</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>A/C Compressor</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>A/C Evaporator Core</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>A/C Condenser</u>							

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<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Lower Control Arm</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Front Strut Assembly</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Rear Shock Absorbers</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Electric Steering Gear</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Alternator</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Sway Bar Link</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Front Wheel Hub &amp; Bearing Assembly</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Rear Wheel Hub &amp; Bearing Assembly</u>							

**2025 Sportage**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Part Description</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2025 Sportage</u>	<u>2.5L 4-Cyl (verify)</u>	<u>Oil Filter</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl (verify)</u>	<u>Engine Air Filter</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl (verify)</u>	<u>Cabin Air Filter</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl (verify)</u>	<u>Spark Plugs</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl (verify)</u>	<u>Ignition Coils</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl (verify)</u>	<u>Water Pump</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl (verify)</u>	<u>Thermostat</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl (verify)</u>	<u>Front Brake Pads</u>							

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<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>Front Brake Rotors</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>Rear Brake Pads</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>Rear Brake Rotors</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>A/C Compressor</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>A/C Evaporator Core</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>A/C Condenser</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>Lower Control Arm</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>Front Strut Assembly</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>Rear Shock Absorbers</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>Electric Steering Gear</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>Alternator</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>Sway Bar Link</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>Front Wheel Hub &amp; Bearing Assembly</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u> (verify)	<u>Rear Wheel Hub &amp; Bearing Assembly</u>							

**2021 Ascent**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Part Description</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Oil Filter</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Engine Air Filter</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Cabin Air Filter</u>							

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<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Spark Plugs</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Ignition Coils</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Water Pump</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Thermostat</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Front Brake Pads</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Front Brake Rotors</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Rear Brake Pads</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Rear Brake Rotors</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>A/C Compressor</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>A/C Evaporator Core</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>A/C Condenser</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Lower Control Arm</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Front Strut Assembly</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Rear Shock Absorbers</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Electric Steering Gear</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Alternator</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Sway Bar Link</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Front Wheel Hub &amp; Bearing Assembly</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Rear Wheel Hub &amp; Bearing Assembly</u>							

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**2021-2023 Atlas**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Part Description</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Oil Filter</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Engine Air Filter</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Cabin Air Filter</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Spark Plugs</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Ignition Coils</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Water Pump</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Thermostat</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Front Brake Pads</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Front Brake Rotors</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Rear Brake Pads</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Rear Brake Rotors</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>A/C Compressor</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>A/C Evaporator Core</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>A/C Condenser</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Lower Control Arm</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Front Strut Assembly</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Rear Shock Absorbers</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Electric Steering Gear</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Alternator</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Sway Bar Link</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Front Wheel Hub &amp; Bearing Assembly</u>							

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<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Rear Wheel Hub &amp; Bearing Assembly</u>							
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**2021 Tiguan**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Part Description</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Oil Filter</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Engine Air Filter</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Cabin Air Filter</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Spark Plugs</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Ignition Coils</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Water Pump</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Thermostat</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Front Brake Pads</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Front Brake Rotors</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Rear Brake Pads</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Rear Brake Rotors</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>A/C Compressor</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>A/C Evaporator Core</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>A/C Condenser</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Lower Control Arm</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Front Strut Assembly</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Rear Shock Absorbers</u>							

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<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Electric Steering Gear</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Alternator</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Sway Bar Link</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Front Wheel Hub &amp; Bearing Assembly</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Rear Wheel Hub &amp; Bearing Assembly</u>							

**Emergency Light**

<u>PART NUMBER</u>	<u>PART DISCRPTION</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>ENGS45100 HPP</u>	<u>500 SERIES HH 100W CNTRL. VOICE PLBK</u>							
<u>PMP2WSDD B</u>	<u>DECK\GRILL ADJUSTMENT BRACKET</u>							
<u>PMP2WSSSB</u>	<u>SOI 4 INCH MPOWER SINGLE WINDOW SHROUD- BLACK</u>							
<u>EMPS4STS5 RBA</u>	<u>SOI MPWR HD 4" STM. CLR HSG RBA</u>							
<u>PSRN5HDK1</u>	<u>KIT; HARNESS KIT</u>							
<u>EXFS10002-J</u>	<u>SOI XF FLUSH MOUNT LED LIGHT RED/BLUE</u>							
<u>EMPS4STS5 RBW</u>	<u>STUD; SOI MPOWER HD 4 INCH 15-LED STUD MNT R.W.B</u>							
<u>PMP2WSDD</u>	<u>DECK\GRILL ADJUSTMENT BRACKET</u>							
<u>ETHFSS-SP</u>	<u>HEADLIGHT FLASHER SELECT A PATTERN</u>							

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<u>ETFBSN-P</u>	<u>TAIL- LIGHT FLASHER</u>								
<u>ENGND0410</u> <u>2</u>	<u>REMOTE NODE WITH MAGNET SOUND OFF SIGNAL</u>								
<u>ENGHNK05</u>	<u>HARNESS; SOI 18" REMOTE NODE HARNESS</u>								
<u>ESLRL61158</u>	<u>EMERGENCY; SOI RUNNING BOARD LIGHT R/B/W</u>								
<u>7171-0892-01</u>	<u>UNIVERSAL COMPUTER STAND</u>								
<u>7170-0906</u>	<u>UNIVERSAL CRADLE KIT(COMPUTER)</u>								
<u>BK0534ITU1</u> <u>6</u>	<u>PUSH BUMPER 16-19</u>								
<u>BK0393ITU2</u> <u>0</u>	<u>PUSH BUMPER 2020+ EXPLORER</u>								
<u>36-4045</u>	<u>21 CHEVY TAHOE PUSH BUMPER</u>								
<u>MMSU-1</u>	<u>MAGNIETIC MIC CLIPS</u>								
<u>19345</u>	<u>5" BLANK FILLER PLATE</u>								
<u>3130-0155</u>	<u>3" FILLER PLATE</u>								
<u>46-3005</u>	<u>TOW HOOKS</u>								
<u>A0423</u>	<u>EXPLORER FLOOR MATS</u>								
<u>A0167</u>	<u>F150 FLOOR MATS</u>								

**Battery**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Component</u>	<u>Recommended Battery Group Size</u>	<u>Battery Type/AGM Requirement</u>	<u>Minimum CCA</u>	<u>AGM Part Number</u>	<u>AGM Cost</u>	<u>Standard Part Number</u>	<u>Standard Cost</u>	<u>Warranty</u>

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<u>2011-2019</u> <u>PIU</u>	<u>3.5L EcoBoost</u>	<u>Battery</u>	<u>Group 65</u>	AGM required / severe-duty police application	850 CCA minimum					
<u>2020-2026</u> <u>PIU</u>	<u>3.0L EcoBoost</u>	<u>Battery</u>	<u>H7 / Group 94R</u>	AGM required / severe-duty police application	800 CCA minimum					
<u>2011-2014</u> <u>Tahoe</u>	<u>5.3L V8</u>	<u>Battery</u>	<u>H6 / Group 48</u>	AGM recommended / severe-duty police application	760 CCA minimum					
<u>2015-2020</u> <u>Tahoe</u>	<u>5.3L EcoTec3 V8</u>	<u>Battery</u>	<u>H7 / Group 94R</u>	AGM required / severe-duty police application	800 CCA minimum					
<u>2021-2026</u> <u>Tahoe</u>	<u>5.3L EcoTec3 V8</u>	<u>Battery</u>	<u>H7 / Group 94R</u>	AGM required / severe-duty police application	800 CCA minimum					
<u>2013-2019</u> <u>F150</u>	<u>3.5L EcoBoost</u>	<u>Battery</u>	<u>H7 / Group 94R</u>	AGM required / severe-duty police application	800 CCA minimum					
<u>2020-2026</u> <u>F150</u>	<u>3.5L EcoBoost</u>	<u>Battery</u>	<u>H7 / Group 94R</u>	AGM required / severe-duty police application	800 CCA minimum					
<u>2021</u> <u>Voyager</u>	<u>3.6L V6</u>	<u>Battery</u>	<u>H7 / Group 94R</u>	Standard Battery or EFB Battery	730 CCA minimum					
<u>2020</u> <u>Ram</u> <u>1500</u>	<u>3.6L V6</u>	<u>Battery</u>	<u>H7 / Group 94R</u>	Standard Battery or EFB Battery	730 CCA minimum					
<u>2020</u> <u>Challenger</u>	<u>6.4L V8</u>	<u>Battery</u>	<u>H7 / Group 94R</u>	Standard Battery or EFB Battery	800 CCA minimum					
<u>2020</u> <u>Accord</u>	<u>1.5L Turbo</u>	<u>Battery</u>	<u>51R</u>	Standard Battery or EFB Battery	500 CCA minimum					
<u>2025</u> <u>Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Battery</u>	<u>H6 / Group 48</u>	Standard Battery or EFB Battery	700 CCA minimum					
<u>2025</u> <u>Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Battery</u>	<u>H6 / Group 48</u>	Standard Battery or EFB Battery	760 CCA minimum					
<u>2025</u> <u>Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Battery</u>	<u>H6 / Group 48</u>	Standard Battery or EFB Battery	700 CCA minimum					
<u>2023-25</u> <u>Telluride</u>	<u>3.8L V6</u>	<u>Battery</u>	<u>H7 / Group 94R</u>	Standard Battery or EFB Battery	800 CCA minimum					

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<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Battery</u>	<u>H7 / Group 94R</u>	Standard Battery or EFB Battery	800 CCA minimum					
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u>	<u>Battery</u>	<u>H6 / Group 48</u>	Standard Battery or EFB Battery	700 CCA minimum					
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Battery</u>	<u>H6 / Group 48</u>	Standard Battery or EFB Battery	760 CCA minimum					
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Battery</u>	<u>H6 / Group 48</u>	Standard Battery or EFB Battery	760 CCA minimum					
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Battery</u>	<u>H6 / Group 48</u>	Standard Battery or EFB Battery	760 CCA minimum					

\*Ford and Chevrolet police package vehicles require batteries that meet or exceed OEM police/severe-duty specifications.  
\*AGM batteries are required for police package vehicles unless specifically approved otherwise in writing by Fleet Management.  
\*Battery substitutions, lower CCA ratings, or lower reserve capacity products shall not be supplied without prior written approval.

**Light & Keys**

<u>Vehicle Group</u>	<u>Engine</u>	<u>Component</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Lead Time (Days)</u>	<u>Final Cost \$</u>
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Key Remote</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Key Remote</u>							
<u>2020 Ram 1500</u>	<u>3.6L V6</u>	<u>Key Remote</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Key Remote</u>							
<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>Key Remote</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Key Remote</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Key Remote</u>							
<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Key Remote</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Key Remote</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Key Remote</u>							

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<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u>	<u>Key Remote</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Key Remote</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Key Remote</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Key Remote</u>							
<u>2011-2019 PIU</u>	<u>3.5L EcoBoost</u>	<u>Tail Light Assembly</u>							
<u>2020-2026 PIU</u>	<u>3.0L EcoBoost</u>	<u>Tail Light Assembly</u>							
<u>2011-2014 Tahoe</u>	<u>5.3L V8</u>	<u>Tail Light Assembly</u>							
<u>2015-2020 Tahoe</u>	<u>5.3L EcoTec3 V8</u>	<u>Tail Light Assembly</u>							
<u>2021-2026 Tahoe</u>	<u>5.3L EcoTec3 V8</u>	<u>Tail Light Assembly</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Tail Light Assembly</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Tail Light Assembly</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Tail Light Assembly</u>							
<u>2020 Ram 1500</u>	<u>3.6L V6</u>	<u>Tail Light Assembly</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Tail Light Assembly</u>							
<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>Tail Light Assembly</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Tail Light Assembly</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Tail Light Assembly</u>							

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FLEET PARTS AND EQUIPMENT BID

<u>2025 Tucson</u>	<u>2.5L 4-Cyl</u>	<u>Tail Light Assembly</u>							
<u>2023-25 Telluride</u>	<u>3.8L V6</u>	<u>Tail Light Assembly</u>							
<u>2025-26 Carnival</u>	<u>3.5L V6</u>	<u>Tail Light Assembly</u>							
<u>2025 Sportage</u>	<u>2.5L 4-Cyl</u>	<u>Tail Light Assembly</u>							
<u>2021 Ascent</u>	<u>2.4L Turbo</u>	<u>Tail Light Assembly</u>							
<u>2021-23 Atlas</u>	<u>2.0L Turbo</u>	<u>Tail Light Assembly</u>							
<u>2021 Tiguan</u>	<u>2.0L Turbo</u>	<u>Tail Light Assembly</u>							
<u>2011-2019 PIU</u>	<u>3.5L EcoBoost</u>	<u>Vehicle Key</u>							
<u>2020-2026 PIU</u>	<u>3.0L EcoBoost</u>	<u>Vehicle Key</u>							
<u>2011-2014 Tahoe</u>	<u>5.3L V8</u>	<u>Vehicle Key</u>							
<u>2015-2020 Tahoe</u>	<u>5.3L EcoTec3 V8</u>	<u>Vehicle Key</u>							
<u>2021-2026 Tahoe</u>	<u>5.3L EcoTec3 V8</u>	<u>Vehicle Key</u>							
<u>2013-2019 F150</u>	<u>3.5L EcoBoost</u>	<u>Vehicle Key</u>							
<u>2020-2026 F150</u>	<u>3.5L EcoBoost</u>	<u>Vehicle Key</u>							
<u>2021 Voyager</u>	<u>3.6L V6</u>	<u>Vehicle Key</u>							
<u>2020 Ram 1500</u>	<u>3.6L V6</u>	<u>Vehicle Key</u>							
<u>2020 Challenger</u>	<u>6.4L V8</u>	<u>Vehicle Key</u>							

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<u>2020 Accord</u>	<u>1.5L Turbo</u>	<u>Vehicle Key</u>							
<u>2025 Sonata</u>	<u>2.5L 4-Cyl</u>	<u>Vehicle Key</u>							
<u>2025 Santa Fe</u>	<u>2.5L 4-Cyl</u>	<u>Vehicle Key</u>							

**Miscellaneous**

<u>Category</u>	<u>Item</u>	<u>Size/Spec</u>	<u>OEM Part #</u>	<u>Aftermarket Part #</u>	<u>Vendor Name</u>	<u>Unit Cost</u>	<u>Warranty (Months)</u>	<u>Final Cost</u>
<u>Bolt - Metric</u>	<u>Bolt</u>	<u>M5</u>						
<u>Bolt - Metric</u>	<u>Bolt</u>	<u>M6</u>						
<u>Bolt - Metric</u>	<u>Bolt</u>	<u>M8</u>						
<u>Bolt - Metric</u>	<u>Bolt</u>	<u>M10</u>						
<u>Bolt - Metric</u>	<u>Bolt</u>	<u>M12</u>						
<u>Bolt - Metric</u>	<u>Bolt</u>	<u>M14</u>						
<u>Bolt - Metric</u>	<u>Bolt</u>	<u>M16</u>						
<u>Bolt - Metric</u>	<u>Bolt</u>	<u>M18</u>						
<u>Bolt - Metric</u>	<u>Bolt</u>	<u>M20</u>						
<u>Bolt - SAE</u>	<u>Bolt</u>	<u>1/4"</u>						
<u>Bolt - SAE</u>	<u>Bolt</u>	<u>5/16"</u>						
<u>Bolt - SAE</u>	<u>Bolt</u>	<u>3/8"</u>						
<u>Bolt - SAE</u>	<u>Bolt</u>	<u>7/16"</u>						
<u>Bolt - SAE</u>	<u>Bolt</u>	<u>1/2"</u>						
<u>Bolt - SAE</u>	<u>Bolt</u>	<u>9/16"</u>						
<u>Bolt - SAE</u>	<u>Bolt</u>	<u>5/8"</u>						
<u>Bolt - SAE</u>	<u>Bolt</u>	<u>3/4"</u>						
<u>Bolt - SAE</u>	<u>Bolt</u>	<u>7/8"</u>						
<u>Bolt - SAE</u>	<u>Bolt</u>	<u>1"</u>						
<u>Bulk Fluid</u>	<u>Brake Cleaner</u>	<u>55 Gallon Drum</u>						

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<u>Heat Shrink Connector</u>	<u>Butt Connector</u>	<u>Red (22-18 AWG)</u>						
<u>Heat Shrink Connector</u>	<u>Butt Connector</u>	<u>Blue (16-14 AWG)</u>						
<u>Heat Shrink Connector</u>	<u>Butt Connector</u>	<u>Yellow (12-10 AWG)</u>						
<u>Bulk Fluid</u>	<u>Car Wash Soap</u>	<u>55 Gallon Drum</u>						
<u>Bulk Fluid</u>	<u>Floor Soap</u>	<u>55 Gallon Drum</u>						
<u>Nut - SAE</u>	<u>Nut</u>	<u>1/4"</u>						
<u>Nut - SAE</u>	<u>Nut</u>	<u>5/16"</u>						
<u>Nut - SAE</u>	<u>Nut</u>	<u>3/8"</u>						
<u>Nut - SAE</u>	<u>Nut</u>	<u>7/16"</u>						
<u>Nut - SAE</u>	<u>Nut</u>	<u>1/2"</u>						
<u>Nut - SAE</u>	<u>Nut</u>	<u>9/16"</u>						
<u>Nut - SAE</u>	<u>Nut</u>	<u>5/8"</u>						
<u>Nut - SAE</u>	<u>Nut</u>	<u>3/4"</u>						
<u>Nut - SAE</u>	<u>Nut</u>	<u>7/8"</u>						
<u>Nut - SAE</u>	<u>Nut</u>	<u>1"</u>						
<u>Nut - Metric</u>	<u>Nut</u>	<u>M5</u>						
<u>Nut - Metric</u>	<u>Nut</u>	<u>M6</u>						
<u>Nut - Metric</u>	<u>Nut</u>	<u>M8</u>						
<u>Nut - Metric</u>	<u>Nut</u>	<u>M10</u>						
<u>Nut - Metric</u>	<u>Nut</u>	<u>M12</u>						
<u>Nut - Metric</u>	<u>Nut</u>	<u>M14</u>						
<u>Nut - Metric</u>	<u>Nut</u>	<u>M16</u>						
<u>Nut - Metric</u>	<u>Nut</u>	<u>M18</u>						
<u>Nut - Metric</u>	<u>Nut</u>	<u>M20</u>						

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<u>Heat Shrink Connector</u>	<u>Ring Terminal</u>	<u>#8</u>							
<u>Heat Shrink Connector</u>	<u>Ring Terminal</u>	<u>#10</u>							
<u>Heat Shrink Connector</u>	<u>Ring Terminal</u>	<u>1/4</u>							
<u>Heat Shrink Connector</u>	<u>Ring Terminal</u>	<u>5/16</u>							
<u>Heat Shrink Connector</u>	<u>Ring Terminal</u>	<u>3/8</u>							
<u>Air Blue</u>	<u>Tint</u>								
<u>CTX50 Tint</u>	<u>Tint</u>								
<u>Window Tint 10%</u>	<u>Tint</u>								
<u>Window Tint 15%</u>	<u>Tint</u>								
<u>Window Tint 5%</u>	<u>Tint</u>								
<u>Washer - Metric</u>	<u>Washer</u>	<u>M5</u>							
<u>Washer - Metric</u>	<u>Washer</u>	<u>M6</u>							
<u>Washer - Metric</u>	<u>Washer</u>	<u>M8</u>							
<u>Washer - Metric</u>	<u>Washer</u>	<u>M10</u>							
<u>Washer - Metric</u>	<u>Washer</u>	<u>M12</u>							
<u>Washer - Metric</u>	<u>Washer</u>	<u>M14</u>							
<u>Washer - Metric</u>	<u>Washer</u>	<u>M16</u>							
<u>Washer - Metric</u>	<u>Washer</u>	<u>M18</u>							
<u>Washer - Metric</u>	<u>Washer</u>	<u>M20</u>							
<u>Washer - SAE</u>	<u>Washer</u>	<u>1/4"</u>							
<u>Washer - SAE</u>	<u>Washer</u>	<u>5/16"</u>							
<u>Washer - SAE</u>	<u>Washer</u>	<u>3/8"</u>							
<u>Washer - SAE</u>	<u>Washer</u>	<u>7/16"</u>							

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<u>Washer - SAE</u>	<u>Washer</u>	<u>1/2"</u>							
<u>Washer - SAE</u>	<u>Washer</u>	<u>9/16"</u>							
<u>Washer - SAE</u>	<u>Washer</u>	<u>5/8"</u>							
<u>Washer - SAE</u>	<u>Washer</u>	<u>3/4"</u>							
<u>Washer - SAE</u>	<u>Washer</u>	<u>7/8"</u>							
<u>Washer - SAE</u>	<u>Washer</u>	<u>1"</u>							
<u>Bulk Fluid</u>	<u>Washer Fluid</u>	<u>55 Gallon Drum</u>							
<u>Car wash soap</u>	<u>Soap</u>	<u>64Fl oz</u>							
<u>Tire Shine</u>	<u>Tire Shien</u>	<u>64Fl oz</u>							
<u>Drying Towel</u> <u>17" x 27"</u> <u>Assorted Colors</u>	<u>Towel</u>	<u>Towel</u>							

\*(Brake Cleaner, Car Wash Soap, Floor Soap, & Washer Fluid – 55 Gallon Drum)  
 \*Vendors must swap out empty drums (Brake Cleaner – 55 Gallon Drum)  
 \*Vendor shall deliver products only upon request

**Non-Inventory Parts and Supplies**

Indicate Pricing method for non-inventory items. Provide detailed description.

% off MSRP: \_\_\_\_\_

Other Pricing Method: \_\_\_\_\_

# **Attachment A: Required Documents**

## **Exhibit A-10 OCSO Vendor Application**

**See Next Page**



# ORANGE COUNTY SHERIFF'S OFFICE

# A-9 VENDOR APPLICATION FORM

## Fiscal Management / Purchasing Section

Email: OCSOPurchasing@ocsofl.com • Mailing Address: P.O. Box 1440 Orlando, FL 32802-1440

### VENDOR APPLICATION INSTRUCTIONS

To sign forms digitally please use  Adobe Acrobat Reader

The following documents are required to do business with the Orange County Sheriff's Office. These forms are considered Legal Documents. Please review all pages of the Vendor Application Form, W-9 Instructions, W-9, and Standard Terms and Conditions to confirm that you are able or willing to complete and submit.

If you are not able or willing to accept Orange County Sheriff's Office terms and conditions, please complete the box below with your vendor name and check the box that states you do not accept OCSO terms and conditions.

If you are preparing digitally please use Adobe Acrobat Reader. If you are not able to complete any part of the Vendor Packet, please complete the box below with your vendor name and check the box that states you will print and mail the form. Once the forms are completed, please return all pages to the following email address: [OCSOPurchasing@ocsofl.com](mailto:OCSOPurchasing@ocsofl.com) or mail them to the following:

Mail: Orange County Sheriff's Office  
P.O. Box 1440  
Orlando, FL 32802-1440

<b>Vendor Name</b>	
<input type="checkbox"/> I do not accept the OCSO Terms and Condition Once the box is checked you may exit the application.	<input type="checkbox"/> I will print and mail form Once you have printed the application, you may exit the application.

### APPLICATION PAGE INSTRUCTIONS:

#### Section: Contact Person Information

- 1. Vendor Name should be the company name as shown on your invoice.**  
(If payable to the vendor name, please add the vendor name to line #2 of your W-9 form)
- 2. Please complete all fields if applicable.**

#### Section: Headquarters Address

- 1. Please complete all fields. (This section is for additional correspondence information.)**

**Section: Payment Remittance Address**

- 1. This section should reflect the address of where the payment should go to.**

**Section: Billing Information**

- 1. The Legal Name should be the same as the name registered with the IRS.**
- 2. Contact Person's Name/phone number/email should be the vendor's Accounts Receivable contact.**

**Section: Company Information (*Information Should Match W9*)**

- 1. Please complete all applicable fields. This information is based on information that is provided on your W-9.**

**Section: I hereby certify the information provided on this Vendor Application Form is accurate and truthful**

- 1. The person that is completing the vendor application should complete this section.  
\* The signature and date are required\***





# ORANGE COUNTY SHERIFF'S OFFICE

## A-9 VENDOR APPLICATION FORM

Fiscal Management / Purchasing Section

### COMMODITY CODE LISTING

The Orange County Sheriff's Office maintains a computerized application listing based on a commodity number system. Refer to the attached complete commodity list and record below the commodity number(s) for goods and/or services your company can provide to the Sheriff's Office.

A list of codes can be found at <https://apps.ocfl.net/OrangeBids/Commodityrpt.asp>

1.	7.
2.	8.
3.	9.
4.	10.
5.	11.
6.	12.

**NOTE: A maximum of twelve commodity numbers will be accepted.**

**VENDOR W-9 FORM INSTRUCTIONS (REV. MARCH 2024)**

The W-9 IRS tax form - March of 2024 is the current version that needs to be completed.

We cannot accept older versions of this tax form.

**Please read the general instructions from the IRS to complete the W-9.**

Please make sure that this form is signed and dated.

**\*\*If your business uses a different tax form, you will need to provide the Orange County Sheriff's Office with the current tax form that you are provided by the IRS.\*\* The link is provided for your information:**

[www.irs.gov](http://www.irs.gov)

**If you are using any form other than a W-9, please refer to page 1 of the Vendor Application Instructions and enter the vendor name and check the box that you will print and mail the form.**

# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

**Give form to the  
 requester. Do not  
 send to the IRS.**

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

<b>Print or type.</b>	<b>1</b>	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)	
	<b>2</b>	Business name/disregarded entity name, if different from above.	
	<b>3a</b>	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ <b>Note:</b> Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.  <input type="checkbox"/> Other (see instructions) _____	<b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____  (Applies to accounts maintained outside the United States.)
	<b>3b</b>	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . <input type="checkbox"/>	
	<b>5</b>	Address (number, street, and apt. or suite no.). See instructions.	Requester's name and address (optional)
<b>6</b>	City, state, and ZIP code		
<b>7</b>	List account number(s) here (optional)		

### Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

<b>Social security number</b>											

**or**

<b>Employer identification number</b>										

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

### **Part II** Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign</b>	Signature of _____	Date _____
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should check the "LLC" box and enter its appropriate tax classification.

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a

partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

## **Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

must obtain your correct taxpayer identification number (TIN), which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid).
- Form 1099-DIV (dividends, including those from stocks or mutual funds).
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds).
- Form 1099-NEC (nonemployee compensation).
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers).
- Form 1099-S (proceeds from real estate transactions).
- Form 1099-K (merchant card and third-party network transactions).
- Form 1098 (home mortgage interest), 1098-E (student loan interest), and 1098-T (tuition).
- Form 1099-C (canceled debt).
- Form 1099-A (acquisition or abandonment of secured property).

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

**Caution:** If you don't return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

**By signing the filled-out form**, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued);
2. Certify that you are not subject to backup withholding; or
3. Claim exemption from backup withholding if you are a U.S. exempt payee; and
4. Certify to your non-foreign status for purposes of withholding under chapter 3 or 4 of the Code (if applicable); and
5. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting is correct. See *What Is FATCA Reporting*, later, for further information.

**Note:** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding.** Payments made to foreign persons, including certain distributions, allocations of income, or transfers of sales proceeds, may be subject to withholding under chapter 3 or chapter 4 of the Code (sections 1441–1474). Under those rules, if a Form W-9 or other certification of non-foreign status has not been received, a withholding agent, transferee, or partnership (payor) generally applies presumption rules that may require the payor to withhold applicable tax from the recipient, owner, transferor, or partner (payee). See Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*.

The following persons must provide Form W-9 to the payor for purposes of establishing its non-foreign status.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the disregarded entity.
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the grantor trust.
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust and not the beneficiaries of the trust.

See Pub. 515 for more information on providing a Form W-9 or a certification of non-foreign status to avoid withholding.

**Foreign person.** If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person (under Regulations section 1.1441-1(b)(2)(iv) or other applicable section for chapter 3 or 4 purposes), do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515). If you are a qualified foreign pension fund under Regulations section 1.897(l)-1(d), or a partnership that is wholly owned by qualified foreign pension funds, that is treated as a non-foreign person for purposes of section 1445 withholding, do not use Form W-9. Instead, use Form W-8EXP (or other certification of non-foreign status).

**Nonresident alien who becomes a resident alien.** Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a saving clause. Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

**Example.** Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if their stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first Protocol) and is relying on this exception to claim an exemption from tax on their scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

## Backup Withholding

**What is backup withholding?** Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include, but are not limited to, interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third-party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

**Payments you receive will be subject to backup withholding if:**

1. You do not furnish your TIN to the requester;
2. You do not certify your TIN when required (see the instructions for Part II for details);
3. The IRS tells the requester that you furnished an incorrect TIN;
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only); or
5. You do not certify to the requester that you are not subject to backup withholding, as described in item 4 under "*By signing the filled-out form*" above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

See also *Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding*, earlier.

## What Is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all U.S. account holders that are specified U.S. persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

## Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you are no longer tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account, for example, if the grantor of a grantor trust dies.

## Penalties

**Failure to furnish TIN.** If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

**Civil penalty for false information with respect to withholding.** If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

**Criminal penalty for falsifying information.** Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

**Misuse of TINs.** If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

## Specific Instructions

### Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part 1 of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

- **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

**Note for ITIN applicant:** Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040 you filed with your application.

- **Sole proprietor.** Enter your individual name as shown on your Form 1040 on line 1. Enter your business, trade, or “doing business as” (DBA) name on line 2.

- **Partnership, C corporation, S corporation, or LLC, other than a disregarded entity.** Enter the entity’s name as shown on the entity’s tax return on line 1 and any business, trade, or DBA name on line 2.

- **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. Enter any business, trade, or DBA name on line 2.

- **Disregarded entity.** In general, a business entity that has a single owner, including an LLC, and is not a corporation, is disregarded as an entity separate from its owner (a disregarded entity). See Regulations section 301.7701-2(c)(2). A disregarded entity should check the appropriate box for the tax classification of its owner. Enter the owner’s name on line 1. The name of the owner entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For

example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner’s name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity’s name on line 2. If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

### Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, enter it on line 2.

### Line 3a

Check the appropriate box on line 3a for the U.S. federal tax

**10-1986 (Rev. 3/25)** classification of the person whose name is entered on line 1. Check only one box on line 3a.

IF the entity/individual on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation.
• Individual or • Sole proprietorship	Individual/sole proprietor.
LLC classified as a partnership for U.S. federal tax purposes or LLC that has filed Form 8832 or 2553 electing to be taxed as a corporation	Limited liability company and enter the appropriate tax classification: P = Partnership, C = C corporation, or S = S corporation.
• Partnership	Partnership.
• Trust/estate	Trust/estate.

### Line 3b

Check this box if you are a partnership (including an LLC classified as a partnership for U.S. federal tax purposes), trust, or estate that has any foreign partners, owners, or beneficiaries, and you are providing this form to a partnership, trust, or estate, in which you have an ownership interest. You must check the box on line 3b if you receive a Form W-8 (or documentary evidence) from any partner, owner, or beneficiary establishing foreign status or if you receive a Form W-9 from any partner, owner, or beneficiary that has checked the box on line 3b.

**Note:** A partnership that provides a Form W-9 and checks box 3b may be required to complete Schedules K-2 and K-3 (Form 1065). For more information, see the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

If you are required to complete line 3b but fail to do so, you may not receive the information necessary to file a correct information return with the IRS or furnish a correct payee statement to your partners or beneficiaries. See, for example, sections 6698, 6722, and 6724 for penalties that may apply.

### Line 4 Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

#### Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third-party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys’ fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space on line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2).

- 2—The United States or any of its agencies or instrumentalities.
- 3—A state, the District of Columbia, a U.S. commonwealth or territory, or any of their political subdivisions or instrumentalities.
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities.
- 5—A corporation.
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or territory.
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission.
- 8—A real estate investment trust.
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940.
- 10—A common trust fund operated by a bank under section 584(a). 11—A financial institution as defined under section 581.
- 12—A middleman known in the investment community as a nominee or custodian.
- 13—A trust exempt from tax under section 664 or described in section 4947.

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
• Interest and dividend payments	All exempt payees except for 7.
• Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
• Barter exchange transactions and patronage dividends	Exempt payees 1 through 4.
• Payments over \$600 required to be reported and direct sales over \$5,000 <sup>1</sup>	Generally, exempt payees 1 through 5. <sup>2</sup>
• Payments made in settlement of payment card or third-party network transactions	Exempt payees 1 through 4.

<sup>1</sup> See Form 1099-MISC, Miscellaneous Information, and its instructions.

<sup>2</sup> However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

**Exemption from FATCA reporting code.** The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) entered on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37).

B—The United States or any of its agencies or instrumentalities.

C—A state, the District of Columbia, a U.S. commonwealth or territory, or any of their political subdivisions or instrumentalities.

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i).

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i).

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state.

G—A real estate investment trust.

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940.

I—A common trust fund as defined in section 584(a). J—

A bank as defined in section 581.

K—A broker.

L—A trust exempt from tax under section 664 or described in section 4947(a)(1).

M—A tax-exempt trust under a section 403(b) plan or section 457(g) plan.

**Note:** You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

### Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, enter "NEW" at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

### Line 6

Enter your city, state, and ZIP code.

## Part I. Taxpayer Identification Number (TIN)

**Enter your TIN in the appropriate box.** If you are a resident alien and you do not have, and are not eligible to get, an SSN, your TIN is your IRS ITIN. Enter it in the entry space for the Social security number. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). If the LLC is classified as a corporation or partnership, enter the entity's EIN.

**Note:** See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

**How to get a TIN.** If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at [www.SSA.gov](http://www.SSA.gov). You may also get this form by calling 800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at [www.irs.gov/EIN](http://www.irs.gov/EIN). Go to [www.irs.gov/Forms](http://www.irs.gov/Forms) to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to [www.irs.gov/OrderForms](http://www.irs.gov/OrderForms) to place an order and have Form W-7 and/or Form SS-4 mailed to you within 15 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and enter "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, you will generally have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

**Note:** Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon. See also *Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding*, earlier, for when you may instead be subject to withholding under chapter 3 or 4 of the Code.

**Caution:** A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

## Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

**Signature requirements.** Complete the certification as indicated in items 1 through 5 below.

**1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.** You must give your correct TIN, but you do not have to sign the certification.

**2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.** You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

**3. Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.

**4. Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third-party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

**5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABL accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions.** You must give your correct TIN, but you do not have to sign the certification.

## What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account <sup>1</sup>
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor <sup>2</sup>
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee <sup>1</sup>
b. So-called trust account that is not a legal or valid trust under state law	The actual owner <sup>1</sup>
6. Sole proprietorship or disregarded entity owned by an individual	The owner <sup>3</sup>
7. Grantor trust filing under Optional Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))**	The grantor*

For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity <sup>4</sup>
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing Form 1041 or under the Optional Filing Method 2, requiring Form 1099 (see Regulations section 1.671-4(b)(2)(i)(B))**	The trust

<sup>1</sup> List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

<sup>2</sup> Circle the minor's name and furnish the minor's SSN.

<sup>3</sup> You must show your individual name on line 1, and enter your business or DBA name, if any, on line 2. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

<sup>4</sup> List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.)

\* **Note:** The grantor must also provide a Form W-9 to the trustee of the trust.

\*\* For more information on optional filing methods for grantor trusts, see the Instructions for Form 1041.

**Note:** If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

## Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information, such as your name, SSN, or other identifying information, without your permission to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax return preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity, or a questionable credit report, contact the IRS Identity Theft Hotline at 800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 877-777-4778 or TTY/TDD 800-829-4059.

**Protect yourself from suspicious emails or phishing schemes.** Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to [phishing@irs.gov](mailto:phishing@irs.gov). You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 800-366-4484. You can forward suspicious emails to the Federal Trade Commission at [spam@uce.gov](mailto:spam@uce.gov) or report them at [www.ftc.gov/complaint](http://www.ftc.gov/complaint). You can contact the FTC at [www.ftc.gov/idtheft](http://www.ftc.gov/idtheft) or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see [www.IdentityTheft.gov](http://www.IdentityTheft.gov) and Pub. 5027.

Go to [www.irs.gov/IdentityTheft](http://www.irs.gov/IdentityTheft) to learn more about identity theft and how to reduce your risk.

## Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information.

Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and territories for use in administering their laws. The information may also be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payors must generally withhold a percentage of taxable interest, dividends, and certain other payments to a payee who does not give a TIN to the payor. Certain penalties may also apply for providing false or fraudulent information.

## Orange County Sheriff's Office Standard Terms and Conditions

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OCSO Purchasing Vendor Number (*OCSO use only*)

This AGREEMENT is established by and between \_\_\_\_\_,  
(hereinafter referred to as "VENDOR") whose address is \_\_\_\_\_  
\_\_\_\_\_ and John  
W. Mina, as Sheriff in and for Orange County, Florida ("SHERIFF") (collectively "PARTIES").

**WHEREAS** VENDOR wishes to enter into a contractual relationship with SHERIFF for the provision of goods or services; and

**WHEREAS** VENDOR agrees to provide goods and services to SHERIFF, as he may request from time to time, subject to all terms and conditions contained in this AGREEMENT; and

**WHEREAS** the terms and conditions of this AGREEMENT are a condition precedent to entering into a contractual relationship with the SHERIFF and supersede any language to the contrary contained in VENDOR'S current or future contracts, agreements, memorandums of understanding, standard terms and conditions, invoices, or quotes (collectively hereinafter referred to as "OTHER WRITING"), regardless of the order of execution;

**NOW THEREFORE**, the PARTIES agree as follows:

### **A. GENERAL**

VENDOR understands that this is not an exclusive contract with SHERIFF for the provision of goods and services. SHERIFF may utilize other vendors without penalty or cost to SHERIFF.

The PARTIES agree that to the extent VENDOR'S OTHER WRITING, including but not limited to web based terms, contains any terms or conditions which are in conflict with, or require any action that conflicts with, the terms contained in this AGREEMENT, the terms of this AGREEMENT shall control regardless of the order of execution of these documents. The PARTIES further agree that any term or language contained in VENDOR'S OTHER WRITING that purports to override or supersede the terms in this AGREEMENT shall be void and of no force or effect.

The VENDOR shall not change the terms and conditions contained herein unless such change is in writing and executed by the PARTIES. Failure to deliver or to comply with any of the terms and conditions of this AGREEMENT may disqualify VENDOR from receiving future orders.

The PARTIES agree this agreement shall apply to and govern any future contractual relationship between the PARTIES unless and until it is amended as provided for herein or terminated in writing by either party.

## **B. QUALITY**

All materials or services furnished by VENDOR must be as specified, and subject to inspection and approval by SHERIFF within fifteen (15) days after delivery at destination. Variations in materials or services from those specified in this order must not be made without written authorization from SHERIFF. Materials rejected within such fifteen (15) day period will be returned at the VENDOR's risk and expense.

## **C. QUANTITY/PRICE**

The quantity of materials ordered, or the prices specified must not be exceeded without written authorization being first obtained from SHERIFF.

## **D. INDEMNITY AND INSURANCE**

SHERIFF agrees to be responsible for the acts or omissions of his employees to the extent permitted under Florida law and section 768.28, F.S. Nothing herein shall operate as a waiver of SHERIFF'S sovereign immunity. SHERIFF does not agree to indemnify or hold harmless VENDOR. There are no intended third-party beneficiaries arising out of or in any way connected to this AGREEMENT, and nothing herein shall be construed to grant any person, firm, or other entity which is not a signatory to this AGREEMENT any rights, benefits, privileges, or to rely on or demand performance of any provision of this AGREEMENT.

VENDOR further agrees to provide workers' compensation coverage for all of VENDOR'S employees, and to maintain such general and auto liability insurance as is deemed necessary by SHERIFF for the particular circumstances and operations of VENDOR. VENDOR further agrees to provide SHERIFF with Certificates of Insurance, indicating the amount of coverage in force, upon request.

## **E. PACKING**

Packages must be plainly marked with shipper's name and Purchase Order number. Charges are not allowed for boxing or crating unless previously agreed upon in writing.

## **F. DELIVERY**

All materials must be shipped F.O.B. Destination. SHERIFF will not pay freight or express charges. If a specific purchase is negotiated on the basis of F.O.B. shipping point, VENDOR IS TO PREPAY SHIPPING CHARGES AND ADD TO INVOICE. Delivery must actually be effected within the time stated on the Purchase Order. Failure to do so may result in SHERIFF cancelling this order and purchasing elsewhere. Deliveries shall be made between 8:30 A.M. and 4:30 P.M. Monday through Friday, except for holidays, unless otherwise stated. In case of default by VENDOR, SHERIFF may procure the materials or services covered by this order from other sources and hold VENDOR responsible for any excess occasioned thereby.

## **G. MATERIAL SAFETY DATA SHEET**

VENDOR agrees to furnish SHERIFF with a current Material Safety Data Sheet (MSDS) on or before delivery of each and every hazardous chemical or substance purchased which is classified as toxic under Florida Statute 442. Appropriate label(s) and MSDS(s) shall be provided for all shipments. Send the MSDS and other pertinent data to: Orange County Sheriff's Office, Risk Management, P.O. Box 1440, Orlando, Florida 32802-1440.

## **H. DEPOSITS**

Any deposit or partial payment **VENDOR** requires **SHERIFF** to pay prior to delivery of the contracted services or products shall be fully refunded to **SHERIFF** within thirty (30) days upon:

(1) **VENDOR'S** failure to timely deliver, as designated in the purchase order, the services or products; or (2) **SHERIFF'S** termination pursuant to paragraph P herein.

## **I. OSHA REQUIREMENT**

**VENDOR** hereby guarantees **SHERIFF** that all materials, supplies and equipment as listed on the purchase order meet the requirements, specifications and standards as provided for under the Federal Occupations Safety and Health Act of 1970, as from time to time amended and in force at the date hereof.

## **J. PUBLIC ENTITY CRIMES**

Pursuant to Section 287.133(2), Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list. **VENDOR** hereby swears or affirms that it isn't currently on any such list or otherwise been suspended or barred from providing services or products by any local, state or federal regulatory or governmental entity.

## **K. PROMPT PAYMENT ACT**

Contained below are provisions of Chapter 218, F.S., which regulate payments made by local governmental entities for non-construction services or goods. As an Independent Elected Constitutional Officer, **SHERIFF** is bound by the provisions of this Chapter and all contracts entered into between **SHERIFF** and private vendors are governed by its terms.

Attached below are the pertinent parts of Chapter 218, F.S., related to payments made by **SHERIFF**. These requirements supersede any terms in agreements entered into between the **SHERIFF** and any vendor or contractor doing business with **SHERIFF**.

The time at which payment is due for purchases made by **SHERIFF** shall be calculated from:

1. The date on which a proper invoice is received by the chief disbursement officer of the local governmental entity after approval by the governing body, if required; or
2. If a proper invoice is not received by the local governmental entity, the date:
  - a. On which delivery of personal property is accepted by the local governmental entity;
  - b. On which services are completed;
  - c. On which the rental period begins; or
  - d. On which **SHERIFF** and **VENDOR** agree in a contract that provides dates relative to payment periods; whichever date is latest.
3. **SHERIFF** shall establish procedures whereby each payment request or invoice received by

it is marked as received on the date on which it is delivered to an agent or employee of SHERIFF or of a facility or office of the SHERIFF.

4. The payment due date for contracts for the purchase of goods or services is 45 days after the date specified in section 218.73. The payment due date for the purchase of construction services is specified in section 218.735.

5. If the terms under which a purchase is made allow for partial deliveries and a payment request or proper invoice is submitted for a partial delivery, the time for payment for the partial delivery must be calculated from the time of the partial delivery and the submission of the payment request or invoice in the same manner as provided in section 218.73 or section 218.735.

6. All payments, due from SHERIFF and not made within the time specified by this section bear interest from 30 days after the due date at the rate of 1 percent per month on the unpaid balance. VENDOR must invoice the local governmental entity for any interest accrued in order to receive the interest payment. Any overdue period of less than 1 month is considered as 1 month in computing interest. Unpaid interest is compounded monthly. For the purposes of this section, the term "1 month" means a period beginning on any day of one month and ending on the same day of the following month.

#### **L. GOVERNING LAW, JURISDICTION AND VENUE**

The terms and conditions of this AGREEMENT shall be construed in accordance with and governed by the laws of the State of Florida. All actions, whether sounding in contract or in tort, relating to the validity, construction, interpretation and enforcement of this AGREEMENT shall be instituted and litigated in the courts of the State of Florida, located in Orange County, Florida, without regard to conflicts of laws principles. In accordance herewith, the parties to this Agreement submit to the jurisdiction of the courts of the State of Florida located in Orange County, Florida.

#### **M. ARBITRATION/MEDIATION**

SHERIFF does not agree to binding arbitration or mediation nor waive SHERIFF'S right to use the courts in the event that a breach or other circumstance necessitates litigation as a tool to ensure that the rights of the agency and the citizenry are protected.

#### **N. WARRANTY**

SHERIFF does not agree to waive direct, special or exemplary damages.

#### **O. SECURITY**

Due to the confidential and sensitive nature of the work performed by SHERIFF, VENDOR may be subjected to background checks upon SHERIFF'S request. VENDOR may be required to provide information about themselves, their employees and subcontractors, in order to permit SHERIFF to conduct background checks on persons entering secure areas, accessing secure information or otherwise providing supplies or services to SHERIFF. SHERIFF retains the right to limit or refuse access to any person at his sole discretion and VENDOR agrees to abide that decision without cost or penalty to SHERIFF.

#### **P. TERMINATION**

This AGREEMENT and VENDOR'S OTHER WRITING may be terminated at any time by SHERIFF, for any reason or no reason at all, upon providing thirty (30) days' advance written

notice to VENDOR. SHERIFF shall pay for all supplies and services provided by VENDOR, on a pro-rata basis calculated as of the date of termination.

**Q. APPROPRIATION**

This AGREEMENT is subject to availability and annual appropriation of funds by the Orange County Board of County Commissioners (BCC). If funding for this project is not appropriated by the BCC for any fiscal period during the term hereof, then SHERIFF shall immediately terminate this AGREEMENT upon written notice to VENDOR. In the event of such termination, VENDOR shall be entitled to receive just and equitable compensation for any satisfactory work performed as of the termination date. Such termination by SHERIFF shall not be deemed a Breach of Contract by SHERIFF, and VENDOR shall have no right to any actual, general, specific, incidental, consequential, or any other damages whatsoever of any description or amount.

**R. MISCELLANEOUS**

None of the following terms shall have any effect or be enforceable against SHERIFF or any of his employees or agents:

1. Any term requiring SHERIFF to maintain any type of insurance for the benefit of either SHERIFF or VENDOR.
2. Any term granting VENDOR any security interest in property owned or controlled by SHERIFF, including facilities provided by the Orange County Board of County Commissioners for use by SHERIFF.
3. Any term obligating SHERIFF to pay the costs of collection or attorney's fees.
4. Any term allowing VENDOR to make unilateral modification to any contract entered into or relied upon by the PARTIES.
5. Any term requiring or stating that the terms of VENDOR'S standard form contract shall prevail over the terms of this AGREEMENT in the event of a conflict.
6. Any term granting VENDOR the right to audit or examine the books, records or accounts of SHERIFF other than as required by law.

**S. PUBLIC RECORDS LAW**

Chapter 119, F.S., is Florida's Public Records Act. Under this law, all records, including contracts are subject to disclosure to the public on demand. There are certain exemptions that can be claimed by SHERIFF to shield certain protected information but VENDOR is hereby put on notice that the terms and conditions of any agreement entered into between VENDOR and SHERIFF are likely to be disclosed if a public demand is made. SHERIFF does not agree to the confidentiality of any information contained within any documents created or developed as part of any agreement. The Public Records law will always supersede any agreements to the contrary.

The NOTICE provided below is required to be part of any agreement entered into by SHERIFF.

**NOTICE**

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

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**RECORDS UNIT, 2500 W. COLONIAL DR., ORLANDO, FLORIDA 32804;**

**EMAIL ADDRESS: [JENNIFER.ALBRECHT@OCSOFL.COM](mailto:JENNIFER.ALBRECHT@OCSOFL.COM)**

**TELEPHONE NUMBER: 407-254-7028**

Note that in accordance with Florida law the contractor shall:

1. Keep and maintain public records that ordinarily and necessarily would be required by the public agency in order to perform the service.
2. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the access to public records to be inspected or copied within a reasonable time on the same terms and conditions that the public agency would provide the records and at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service.
5. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall upon termination of the contract destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.
6. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records.
7. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.
8. The Contractor understands that a request made to inspect or copy public records relating to a public agency's contract for services must be made directly to the public agency; however if the public agency does not possess the requested records, the public agency shall immediately notify the contractor of the request, and the contractor must provide the records to the public agency or allow the records to be inspected or copied within a reasonable time.
9. If a contractor does not comply with the public agency's records request for records, the public agency shall enforce the contract provisions in accordance with the contract.

A contractor who fails to provide the public records to the public agency within a reasonable time may be subject to penalties under section 119.10, which include the filing of a civil action against a contractor to compel production of public records relating to a public agency's contract for services. The court shall assess and award against the contractor the reasonable costs of enforcement, including reasonable attorney fees under certain circumstances.

**T. E-VERIFY**

1. The terms contained in this paragraph shall be defined in accordance with Florida Statute Section 448.095 "Employment Eligibility."

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2. "E-Verify system" means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.
3. As of January 1, 2021, a public employer (e.g.: Sheriff's Office) may not enter into a contract with a contractor, or subcontractor unless each party to the contract registers with and uses the E-Verify system. Every contractor who has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration; or subcontractor who is a person or entity that provides labor, supplies, or services to or for a contractor or other subcontractor in exchange for salary, wages, or other remuneration, shall register with and use the E-Verify system to verify the work authorization status of all newly hired employees.
4. If a contractor enters into a contract with a subcontractor, the subcontractor must provide the contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien.
5. A contract terminated for violating paragraph 3 above or sections 448.095 subsections (2)
6. (c) 1 or 2, FS, is not a breach of contract and may not be considered as such. Additionally, a contractor whose contract that is terminated as provided for in this paragraph may not be awarded a public contract for at least 1 year after the date on which the contract was terminated.

**U. GRANTS**

Any purchases funded through Federal Grants, including but not limited to Urban Area Security Initiative (UASI) or State Homeland Security Grant Program (SHSGP), shall require the VENDOR to comply with the applicable provisions listed in Appendix II of 2 C.F.R. Part 200. Said provisions are attached hereto as "Attachment I." VENDOR shall also comply with all additional terms and conditions imposed by the funding agency and funds pass-through entity.

**V. SUBCONTRACTORS**

VENDOR agrees that as the signatory to this AGREEMENT, it is solely responsible for the satisfactory provision of goods and services hereunder. SHERIFF does not authorize subcontractors, joint ventures or third parties to provide goods or services in the performance of this AGREEMENT except as identified by VENDOR in its proposal to SHERIFF. All subcontractors, joint ventures or third parties providing goods or services in furtherance of this AGREEMENT shall be specifically identified by VENDOR and the Scope of Work will clearly identify the specific goods and or services to be provided by said subcontractors, joint ventures or third parties.

If the services provided by any subcontractor, joint venture or third party requires a specific licensure, certificate, degree or other governmental authorization to provide the services, proof of such licensure, certificate, degree or authorization will be provided by VENDOR to SHERIFF prior to the commencement of work or the payment of any sums due to VENDOR.

**W. TERM**

SHERIFF does not agree to automatic renewals or extensions as may be contained in VENDOR'S OTHER WRITING. Any renewal or extension beyond the original term as may be contained in VENDOR'S OTHER WRITING, must be in writing and executed by the PARTIES

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**X. PURCHASING COOPERATIVES / PROCUREMENT "PIGGY-BACKING"**

If VENDOR is providing goods and services through a Purchasing Cooperative or Piggy-Backing (using existing contract to acquire the same commodities or services at the same or lower price from another public entity contract) VENDOR agrees to extend the same terms and conditions of said Purchasing Cooperative or Piggy-Backing agreement to SHERIFF except as expressly modified herein. VENDOR shall identify the name of the Purchasing Cooperative or Originating Entity along with any contract number (or other identifying information) to SHERIFF in its quote to SHERIFF.

**Y. SEVERABILITY**

Should a court decide that any part, term or provision of this AGREEMENT is invalid, illegal or in conflict with any law of this State, the validity of the remaining portions or provisions of this AGREEMENT shall not be affected thereby.

**Z. FORCE MAJEURE**

Neither PARTY shall be held responsible for any delay or failure in performance of any part of this AGREEMENT to the extent such delay or failure is caused by fire, flood, explosion, war, embargo, government requirement, civil or military authority, act of God, or other similar causes beyond its control and without the fault or negligence of the delayed or non-performing party. The affected PARTY will notify the other PARTY in writing within fourteen (14) calendar days after the beginning of any such cause that would affect its performance. Notwithstanding, if a PARTY'S performance is delayed for a period exceeding thirty (30) calendar days from the date the other PARTY receives notice under this paragraph, the non-affected PARTY will have the right, without any liability to the other party, to terminate this AGREEMENT.

**IN WITNESS THEREOF**, the PARTIES have caused this AGREEMENT to be duly executed as of the last day set forth below by the undersigned authorized representatives of the PARTIES.

SHERIFF

VENDOR

\_\_\_\_\_  
John W. Mina

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Representative's Signature

\_\_\_\_\_  
Printed Name Authorized Representative

\_\_\_\_\_  
Date

**Attachment I**  
**Mandatory Contract Provisions for Grant-Funded**  
**Purchases**

Provisions:

Any contract or subcontract funded by federal grant monies must contain the applicable provisions outlined in Appendix II to 2 C.F.R. Part 200. The following is a list of sample provisions from Appendix II to 2 C.F.R. Part 200 that may be required: <sup>1</sup>

**Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under**  
**Federal Awards**

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

- A. Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
- B. All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be affected and the basis for settlement.
- C. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”
- D. Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146- 3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations

## **Orange County Sherrif's Office Evaluation Process**

Every bid submission received will first be reviewed to determine responsiveness and completeness. If the submission is determined by OCSO to be responsive and complete, OCSO will proceed to evaluate the bid. The evaluation committee will meet to discuss the bid(s) that were received thoroughly and in good faith.

A qualifying proposal is a proposal:

1. Submitted by the specified due date as specified in Section V: Proposal Submission.
2. Submitted in the form and format outlined in Section IV: Proposal Format.
3. Conforms to the scope and bid requirements as specified in Section III: RFP Bid Specifications.

### **Evaluation of Qualifying Proposals**

OCSO will evaluate each qualifying proposal based on the degree to which it complies with OCSO's requirements, as articulated in the solicitation. The selection criteria will be based on several factors including cost, estimated service/delivery date, and references.

Price and Cost will be evaluated and vendors should note that while the total cost of the proposed solution to OCSO is a factor, it is not the sole factor in the evaluation.

In its discretion as part of the evaluation process to determine the respondents to provide a presentation or with whom to negotiate, the Committee may use group or individual ranking or scoring as a tool to assist the Committee in its evaluation. Any rankings or scores assigned during a prior stage of evaluation shall not be binding on the Committee or its members as part of any subsequent evaluation or decision, and Committee members may modify their opinion, evaluation, ranking and scores for any vendor(s) they deem appropriate in their sole discretion.

Background, qualifications, prior relevant experience and references of the vendor and its proposed subcontractors as well as the experience and qualifications of vendors and any subcontractors proposed teams and personnel will be reviewed through a series of relevant questioning and researched thoroughly through online platforms such as Sunbiz, Better Business Bureau, Sam.Gov, and vendors respective Department of State.

After reviewing all bid submission(s), the Evaluation Committee will make a recommendation that is in the best interest of OCSO. That recommendation will be made known to the Sheriff, who will ultimately make the final decision, which will grant an award to the vendor(s) whose bid submission, will provide the best value to the OCSO,