

Request for Proposal (RFP)

November 3, 2009

Project: Refurbish 1928 Willys Whippet Coupe
RFP Number: WWC-10-2341
RFP Due Date: November 24th, 3:00 pm – MST

The Southern Utah University Purchasing Office is accepting **Proposals** from qualified classic automobile restorers to refurbish a University owned 1928 Willys Whippet Coupe.

As noted, Proposals must be received, either mailed, faxed, or hand delivered, in the Southern Utah University Purchasing Office, attention Pete Heilgeist, prior to the due date listed. Proposals received late will not be considered. Questions concerning this RFP can be directed to Pete Heilgeist, Purchasing Office, at (435) 586-7732. **FAX (435) 586-7948**

Scope of Work

The University has received through a donation a 1928 Willys Whippet Coupe. The vehicle is primarily in its original condition with no obvious modifications. The University Automotive Program had provided some efforts to keep the engine in running condition so the vehicle is in an “okay” mechanical condition; however, esthetically, both the exterior and interior are in need of restoration. The University would like to restore this vehicle, both mechanically and esthetically, so it may represent the University at parades and other similar events. Proposals submitted must address the following:

- Upon completion of the project, the vehicle must have the appearance and be operating to a level comparable to when it was first sold. It must be able to satisfactorily pass any Utah test road requirement and be licensed to operate as a State of Utah vehicle.
- As this vehicle will be a showcase and represent the University, both the interior and exterior shall be fully restored and free of any defects (old upholstery, worn fabrics, mechanical components, body parts, etc...). Proposals may include examples of colors and fabrics however the exterior paint color shall be Red (samples will be provided upon request).
- With the exception of the color, the University envisions the vehicle to be restored back to its “stock” condition with no enhancements or custom parts. Some considerations may be given due to the lack of availability of some parts but all alternatives or options must have prior approval.
- The Restorer shall have their own facility, or access to a facility, where the work shall be completed. As well, they will be responsible to transport the vehicle to that facility.

- Proposals must include the following;
 - A definitive schedule from start to finish of the restoration project
 - A complete cost to perform the restoration.
 - A dialog of all activities (and a list) involved in the restoration.
 - Samples of fabrics and colors
 - Proposers references with working on and completing previous similar projects.
 - A colored graphic rendition of the fully restored vehicle.

Vehicle Inspection

The vehicle has been stored and is located at a storage facility here in Cedar City. All proposers (restorers) are strongly encouraged to attend a one-time viewing of the vehicle at the time, date, and location listed below. There will be sufficient opportunity at this event to reasonably assess the current condition of the vehicle to assist in the development of a proposal.

Location: Cedar Storage Rentals
 690 West Industrial Road, Cedar City, Utah (meet at Gate)
 Date: November 11th, 2009
 Time: 11:00 am

General Information

- 1) Proposals will include all charges (freight, etc.) – Any additional charges, fees, and costs not included in your proposal will not be accepted.
- 2) Whereas detailed information regarding this project has been provided, the specifications may be viewed by a proposer as a minimum requirement. Proposers are at their liberty to provide additional concepts and ideas but they must be duly noted.
- 3) Selection Criteria – the award of this project will be made the following weighted percentages:
 - Total Cost – 40%
 - Responses to specific RFP details – 30%
 - Experience and references – 30%
- 4) SUU reserves the right to accept or reject any or all proposals or waive any informalities or technicalities in any proposal in the interest of the university.
- 5) The procurement laws of the State of Utah and the University's Purchasing Policy are attached and govern this RFP.
- 6) **Important – Proposers are required to comply with the state of Utah Statute 63G-11-103, Employee Status Verification System (or E-Verify) and prior to start of any work, will provide an affidavit as certification.**
- 7) Send proposals to: **Southern Utah University
 Attn: Pete Heilgeist, Purchasing Office (435) 586-7732
 351 W. Center St., Cedar City, Utah 84720
 Fax – (435) 586-7948**

Images

