

TOWN OF FREEPORT, MAINE
Police Department



Request for Proposals

2026_004
Police Interceptor

August 21, 2025

Note: *It is the applicant's responsibility to check the Town's website or to contact the RFP point-of-contact identified in the RFP for any addenda issued to this RFP. The Town shall not be responsible for any incomplete proposal submitted as a result of missing addenda, attachments or other information regarding the RFP.*

August 21, 2025

REQUEST FOR PROPOSALS

Police Interceptor 2026_004

The Town of Freeport is requesting proposals from qualified applicants to establish price agreements (labor and materials inclusive) for a police interceptor for the Freeport Police Department..

Proposals must be submitted and received no later than **5:00 p.m. on September 15, 2024**, at the site designated on the Proposal Information Sheet. Proposals received or delivered after the submittal deadline shall be considered late and rejected. There are no exceptions to this requirement.

The deadline for submission of written questions is **4:00 p.m. on Sept 11, 2025**. All written questions will receive a written response from the Town on or about Sept **15, 2024**.

Any inquiries and requests regarding this RFP should be directed to **Nathanial Goodman** at 16 Main St. Freeport, ME 04032, e-mail: ngoodman@freeportmaine.com.

PROPOSAL INFORMATION SHEET

NUMBER OF COPIES TO BE SUBMITTED: 2

ALL PROPOSALS SHALL BE SUBMITTED AND RECEIVED NO LATER THAN **5:00pm, Sept 15th, 2024** at the Town of Freeport's Town Hall, 30 Main Street, Freeport, ME 04032. Electronic and facsimile submissions will not be considered.

All Mail-ins

Town of Freeport
Attn: *Nathaniel Goodman*
30 Main St.
Freeport, ME 04032

All Drop-offs

Town of Freeport
Attn: *Nathaniel Goodman*
30 Main St.
Freeport, ME 04032

RFP COORDINATOR

Nathaniel Goodman
ngoodman@freeportmaine.com

Proposals must be submitted in a sealed envelope marked:
Police Interceptor 2026_004

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Section 1

Administrative Overview

Section 1

Administrative Overview

Applicants are encouraged to read each section of the RFP thoroughly. While sections such as the administrative overview may appear similar among RFPs, additional information is added as applicable. It is the responsibility of the applicant to understand the requirements of *each* RFP.

1.1 Procurement Timetable

Note that the procurement timetable represents the Town's best estimated schedule. If an activity on this schedule is delayed, the rest of the schedule will likely be shifted by the same number of days.

<u>Activity</u>	<u>Scheduled Date</u>
Public notice announcing Request for Proposals (RFP)	Sept 15, 2025
Distribution of RFP	Sept 15, 2025
Closing date for submission of written questions for written responses	Sept 15, 2025 @ 4:30PM
Town's response to applicants' written questions	Sept 8, 2025
Proposal submittal deadline	Sept 15, 2025
Proposal evaluation period	Between Sept 16-19, 2025
Provider selection	By Sept 25, 2025
Notice of statement of findings and decision	By Sept 25, 2025

1.2 Website Reference

The Town of Freeport's RFP website is <https://www.freeportmaine.com/357/Requests-for-Proposals>

1.3 RFP Organization

This RFP is organized into five sections:

Section 1, Administrative Overview: Provides applicants with an overview of the procurement process.

Section 2, Project Specifications: Provides applicants with a general description of the tasks to be performed, delineates provider responsibilities, and defines deliverables (as applicable).

Section 3, Proposal Application Instructions: Describes the required format and content for the proposal application.

Section 4, Proposal Evaluation: Describes how proposals will be evaluated by the Town purchasing agent.

Section 5, Attachments: Provides applicants with information and forms necessary to complete the application.

1.4 Purchasing Agent

The Purchasing Agent is responsible for overseeing the contract(s) resulting from this RFP. The Purchasing Agent is the Town Manager:

Sophia Wilson, Town Manager
30 Main St. Freeport, ME 04032
207-865-4743 x107
swilson@freeportmaine.com

1.5 RFP Contact Person

From the release date of this RFP until the selection of the successful provider(s), any inquiries and requests shall be directed to the sole point-of-contact identified below.

Nathanial Goodman
16 Main St. Freeport, ME 04032
ngoodman@freeportmaine.com

1.6 Submission of Questions

Applicants may submit questions to the RFP Contact Person identified in Section 1.5. Written questions should be received by the date and time specified in Section 1.1 Procurement Timetable. The Town will respond to written questions by way of an addendum to the RFP.

Deadline for submission of written questions:

Date: Sept 11th, 2025 Time: 4:30pm EST

Town responses to applicant written questions will be provided by:

Date: Sept 15th, 2025

1.7 Submission of Proposals

A. **Proposal Application.** Applicant shall submit comprehensive narratives that address all proposal requirements specified in Section 3, Proposal Application Instructions, including a cost proposal/budget, if required.

- B. **Program Specific Requirements.** Program specific requirements are included in Sections 2 and 3, as applicable.
- C. **Multiple or Alternate Proposals.** Multiple or alternate proposals shall not be accepted unless specifically provided for in Section 2. In the event alternate proposals are not accepted and an applicant submits alternate proposals, but clearly indicates a primary proposal, it shall be considered for award as though it were the only proposal submitted by the applicant.
- D. **Compliance Requirements.** Providers shall be in compliance with all applicable laws of the federal and state governments relating to workers' compensation, unemployment compensation, payment of wages, and safety.
- E. **Confidential Information.** If an applicant believes any portion of a proposal contains information that should be withheld as confidential, the applicant shall request in writing nondisclosure of designated proprietary data to be confidential and provide justification to support confidentiality. Such data shall accompany the proposal, be clearly marked, and shall be readily separable from the proposal to facilitate eventual public inspection of the non-confidential sections of the proposal.

Note that price is not considered confidential and will not be withheld.

- H. **Proposal Submittal.** All proposals must be submitted and received by the Town no later than the submittal deadline indicated on the attached Proposal Information Sheet, or as amended. Proposals shall be rejected when received either by mail or hand delivered after the designated date and time.

The number of copies required is located on the Proposal Information Sheet. Deliveries by private mail services such as FEDEX shall be considered hand deliveries and shall be rejected if received after the submittal deadline. Dated USPS shipping labels are not considered postmarks. Electronic and facsimile submissions will not be considered.

1.8 Opening of Proposals

Upon the Town's receipt of a proposal at a designated location, proposals, modifications to proposals, and withdrawals of proposals shall be date-stamped, and when possible, time-stamped. All documents so received shall be held in a secure place by the Town and not examined for evaluation purposes until the submittal deadline.

Procurement files shall be open to public inspection after a contract has been awarded and executed by all parties.

1.9 Additional Materials and Documentation

Upon request from the Town, each applicant shall submit additional materials and documentation reasonably required by the Town in its evaluation of the proposals.

1.10 RFP Amendments

The Town reserves the right to amend this RFP at any time prior to the closing date for final revised proposals.

1.11 Cancellation of Request for Proposal

The RFP may be canceled and any or all proposals may be rejected in whole or in part, when it is determined to be in the best interest of the Town.

1.12 Costs for Proposal Preparation

Any costs incurred by applicants in preparing or submitting a proposal are the applicants' sole responsibility.

1.13 Rejection of Proposals

The Town reserves the right to consider as acceptable only those proposals submitted in accordance with all requirements set forth in this RFP and comply with the project specifications. Any proposal offering any other set of terms and conditions contradictory to those included in this RFP may be rejected without further notice.

1.14 Notice of Award

A decision shall be provided to each responsive and responsible applicant by mail or e-mail upon completion of the evaluation of the proposals.

Any agreement arising out of this solicitation is subject to the approval of the Purchasing Agent.

1.15 Availability of Funds

The award of a contract and any allowed renewal or extension thereof, is subject to allotments made by the Purchasing Agent and is subject to the availability of funds.

Section 2

Project Specifications

Section 2

Project Specifications

2.1 Introduction

A. Project Overview

The intent and purpose of this Request for Proposal (RFP) is to establish price agreements (labor and materials inclusive) for a police interceptor for the Freeport Police Department.

2.2 Scope of Work

The Scope of work encompasses the following tasks and responsibilities:

A. **Project Specifications** The vendor shall furnish and deliver the police interceptor as specified below for a police interceptor meeting the stated requirements. It is mandatory that the Vendor be able to meet the requirements of the Specifications as contained in this RFP.

All specifications listed below represent approximate figures. Vendors should submit bids that closely match or come as close to these specifications as possible. **Vendors must include a picture of the equipment intended to be supplied with make and model. The picture need not include any specific features required in the specifications below.**

The estimated delivery date must be included with the bid.

Bid Specifications

Ford Utility AWD (ECO BOOST) Police Interceptor

Model Year: **2025/2026**

K8A **2025/2026** Ford Utility Police Interceptor- AWD **(ECO-BOOST)**

500A Equipment group

99C Engine 3.0L V6 EcoBoost

44U Transmission; 10 speed automatic

96 Charcoal black, heavy duty cloth front bucket seats/vinyl rear seats

UM Agate Black Metallic

43D Dark car feature

86T Tail Lamp / Police Interceptor Housing Only

- Pre-existing holes with standard twist lock sealed capability (does not include LED strobe) (eliminates need to drill housing assemblies)

66A Front Headlamp Lighting Solution

Includes LED Low beam/High beam headlamp, Wig-wag function and Red/Blue/White LED side warning lights (driver's side White/Blue / passenger side White/Blue)

Includes pre-wire for grille LED lights, siren and speaker (60A)

51T LED Spot lamp (Whelen) (**DRIVER'S SIDE ONLY**)

68G Rear door handles inoperable/locks operable

59C Keyed alike 1294X

549 Heated side view mirrors

76R Reverse sensing

60R Noise suppression bonds (ground straps) radio noise suppression package

153 Front license plate bracket

There is also a trade in that can be viewed at Freeport PD at any time;

Trade Vehicle:

- 2017 Ford Taurus (black)
- VIN: 1FAHP2MK4HG136131
- Inspection: Expired 07/25
- Mileage as of 08/25: 115,339
- Pictures can also be sent upon request

2.3 FINANCIAL

A. Compensation

This is a cost-plus structure where the Town pays the applicant for budgeted agreed-upon costs that are actually incurred in delivering the project specified which may include a percentage or flat fee component.

B. Method of Payment

Payments will be made in accordance with the Town's Warrant Schedule upon submission of Invoice. Initial payments can be made for retainer/deposits for purchase of supplies as negotiated.

C. Other Financial Related Materials

When applicable, include Proof of Insurance to guarantee the applicant is insured. When applicable, the awarded applicant must file with the Town, certificates of insurance prior to commencement of work. The Town must be listed as additionally insured with the following minimum coverage:

- **Liability Insurance:** If selected, the applicant shall furnish, pay for, and maintain insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of work hereunder by the proposer, their agents, representatives, employees or subcontractors.
- **Comprehensive General Liability:** \$1,000,000 per occurrence for bodily injury, personal injury and property damage.
- **Workers' Compensation:** A Certificate of Insurance in the amount of no less than \$500,000 will be maintained for the life of this contract.

Section 3

Proposal Application Instructions

Section 3

Proposal Application Instructions

General instructions for completing applications:

- *Proposal Applications shall be submitted to the Town using the prescribed format outlined in this section.*
- *RFP identification information on the top right-hand corner of each page should be included.*
- *Page numbering of the Proposal Application should be consecutive, beginning with page one and continuing through for each section.*
- *A written response is required for **each** item unless indicated otherwise. Failure to answer any of the items will impact upon an applicant's score.*

The Proposal Application is comprised of the following sections:

- *General Bid Form (Section 5.A)*
- *Delivery*
- *Financial*
- *Other (if applicable)*

3.1 Delivery

The estimated delivery date must be included on the General Bid Form.

3.2 Financial

A. Pricing Structure

Applicant shall submit a cost proposal. The cost proposal shall be attached to the Proposal Application.

Section 4

Proposal Evaluation

Section 4

Proposal Evaluation

4.1 Introduction

The evaluation of proposals received in response to the RFP will be conducted comprehensively, fairly and impartially.

4.2 Evaluation Process

The Purchasing Agent or a committee of designated reviewers selected by the Purchasing Agent shall review and evaluate proposals.

The Town reserves the right to cancel the RFP and/or reject any and all bids and/or to waive any informalities if deemed in the best interest of the Town to do so. The Town is the sole judge of its best interest.

Organization: _____
RFP No: _____

Section 5

Attachments

A. General Bid Form

Organization: _____
RFP No: _____

GENERAL BID FORM

- A. Proposes to furnish the police interceptor in accordance with the accompanying Specifications for the contract price specified below, subject to additions and deductions according to the terms of the Specifications.
- B. Certifies that careful examination of the form for bid and the specifications was complete and will provide the police interceptor called for in these Specifications in the manner prescribed therein and in accordance with the requirements of the Town of Freeport under them.
- C. Base Price (inclusive of all features specified and **without** pre-payment discounts, incentives, or additions):

_____ Dollars
Price/Words

\$ _____
Price/Figures

Discounts and/or incentives (to be subtracted from the above supplied Base Price)

Lump Sum: _

OR

Percentage: _

Describe terms to qualify for discounts and/or incentives:

- D. The Estimated Delivery Date is_____.