



WARREN COUNTY HEALTH DISTRICT

416 South East Street – Lebanon, Ohio 45036

Duane Stansbury, REHS, MPH
HEALTH COMMISSIONER

Terren B. Koles, MD
MEDICAL DIRECTOR

April 14, 2023

Invitation to Bidders

Warren County Health District Mobile Clinic Vehicle

Agency Mailing Address

Warren County Health District
416 S. East Street
Lebanon, OH 45036

Contact

Matt Bear, Emergency Response Coordinator
Warren County Health District
416 S. East Street
Lebanon, OH 45036
513.695.1271
mbear@wcchd.com

Project Description

Provide all materials and labor to complete the purchase of a vehicle suited for mobile clinic operations and community outreach. Provide price for one of or all of the following: chassis, storage compartment, and full customization for mobile clinic operations. This vehicle will be used by the Warren County Health District to conduct examinations, provide testing and screenings, and to represent the Health District at various Warren County events.

Scope of Work

Provide a vehicle equivalent to a Ford Transit-350 or Ford Econoline Series (E-350, E-450, etc.) chassis. Additionally, provide a specialty cargo body that can house mobile clinic equipment, preferably 14' or 16'. Specifications are as follows:

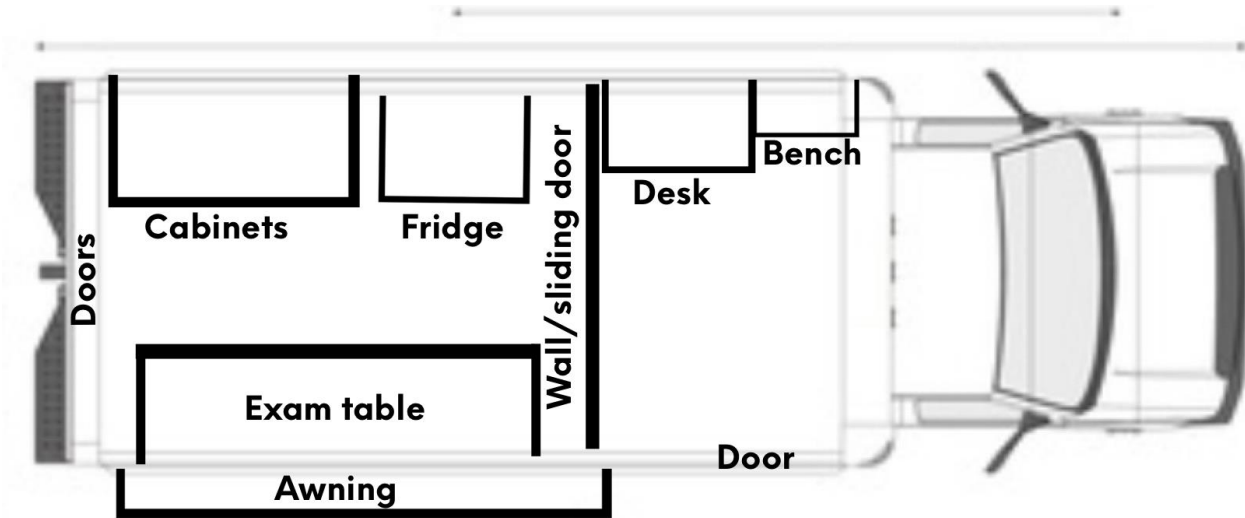
Required Specifications:

- (1) vehicle chassis capable of carrying a mobile clinic body
- (1) cargo area between 14'-18' capable of housing an exam table, storage cabinets, a small desk,

Preferred Specifications:

- (1) awning on the exterior of the body
- (2) barn doors on posterior exit
- (1) side-door entrance into clinic area
- (1) wall/sliding-door separation between clerical and clinical space
- Cabinet space within clinic area
- (1) exam table
- (1) generator capable of powering clinic equipment
- (1) desk area to in-take patients
- (1) bench adjacent to desk
- (1) fridge for vaccines and other clinic materiel

Below is a mock-vector showing preferred layout:



*Please note: the entire vehicle must comprise a weight under requirement for CDL-licensure

Exclusions

- Sales tax

Timeline

Submittals must include an anticipated start date and duration of the project.

Receipt of Bids

Competitive Sealed Bids for the Warren County Health District Mobile Clinic Vehicle shall be submitted by May 15, 2023. Envelopes containing the proposals must be sealed and addressed to:

Attn: Chris Balster
Warren County Health District
416 S. East Street
Lebanon, OH 45036

Envelopes shall be clearly marked: BID FOR WARREN COUNTY HEALTH DISTRICT MOBILE CLINIC VEHICLE

Any proposal may be withdrawn prior to the above scheduled submittal time or authorized postponement thereof. Any proposal received after the time and date specified shall not be considered.

Bid Opening

The competitive bids received by the above date and time will be opened and read aloud at the Warren County Health District Board of Health meeting to be held on May 16, 2023, at 6:00 p.m.

Addenda and Interpretations

Questions regarding the information contained in this Request for Competitive Bids shall be submitted in writing and emailed to Chris Balster at cbalster@wcchd.com or Matt Bear at mbear@wcchd.com.

To be given consideration questions must be received at least five days prior to the bid submittal date. All such interpretations and any supplemental instructions will be in the form of written addenda to the Request for Competitive Bids, which if issued, will be posted on the Warren County Health District's website, no later than three days prior to the submittal date. Failure to receive any such addenda or interpretations shall not relieve the submitter from any obligations under their bid as submitted.

Selection

The Assistant Health Commissioner will review the bids after the bids are opened, read aloud, and will provide a recommendation to the Warren County Health District Board of Health regarding the lowest and best bid. This review may involve contacting references, reviewing scope of work, and considering timeline. The lowest and best bid will be selected. The Warren County Health District Board of Health has the right to reject any or all bids submitted, and to waive any irregularities in bids.