



**CITY OF DETROIT**

**OFFICE OF CONTRACTING & PROCUREMENT**

**REQUEST FOR PROPOSAL**

**ARPA - DPD - Simulators Relocation (Disassemble, relocate and reassemble)**

**RFP NO. 183474**

**Proposal Due Date:** (5/31/23 4:00 PM)

**QUESTION DEADLINE (EST):** Wednesday, May 17, 2023, 4:00 pm EST  
*Questions will NOT be entertained after the deadline date/time*

\*Bids must be uploaded into the Supplier Portal on or prior to the exact date and time indicated above. Late or emailed bids will not be accepted.

Respondents must enroll in the Supplier Portal to download the bid documents and to ensure inclusion in our database [www.detroitmi.gov/supplier](http://www.detroitmi.gov/supplier). Instructions may be found on the City of Detroit website which includes tutorials on how to register. If you have any questions, please send an email to [procurementinthecloud@detroitmi.gov](mailto:procurementinthecloud@detroitmi.gov) or call (313) 224-4600.

**Conference Type:** Pre-Proposal

**Participation Type:** Optional

**Conference Date:** Wednesday, May 10, 2023, 1:30 pm EST

**Conference Details: MS Teams**

**Additional Information: Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 270 078 467 655

Passcode: izEoYs

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 469-998-6602..792330190#](#) United States, Dallas

Phone Conference ID: 792 330 190#

*The individual listed below is the bid contact.*

Company **City of Detroit**  
 Buyer **Torria Love**  
 Location **2 WOODWARD AVENUE**  
**STE 1100**  
**DETROIT, MI 48226**  
**UNITED STATES**

Phone  
 Fax  
 E-mail **torria.love@detroitmi.gov**

*When submitting your response, include the following information.*

Your Company Name	
Company Site <i>(Optional)</i>	
Address	
Contact Details	
Response Valid Until <i>(Optional)</i>	

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## 1 Overview

### 1.1 General Information

Title	<b>ARPA - DPD - Simulators Relocation (Disassemble, relocate and reassemble)</b>		
Synopsis	<b>The City of Detroit Office of Contracting and Procurement (OCP) on behalf of the Detroit Police Department (DPD) requests proposals from qualified Respondents to provide the relocation of two (2) Driver Training Simulators and one (1) Range Pro Simulator.</b>		
Buyer	<b>Torria Love</b>	Outcome	<b>Contract Purchase Agreement</b>
E-Mail	<b>torria.love@detroitmi.gov</b>		

### 1.2 Schedule

Preview Date		Open Date	<b>4/29/23 9:25 AM</b>
Close Date	<b>5/31/23 4:00 PM</b>	Award Date	
Time Zone	<b>Eastern Standard Time</b>		

### 1.3 Negotiation Controls

Response Visibility **Sealed**

### Lines Settings

Rank Indicator	<b>No indicator displayed</b>
Ranking Method	<b>Price only</b>

### 1.4 Terms

Agreement Start Date		Agreement End Date	
Agreement Amount (USD)		Freight Terms	<b>Account of Seller</b>
Payment Terms	<b>Net 30</b>	FOB	<b>Delivered</b>
Shipping Method	<b>Lowest Cost Carrier</b>	Price Precision	<b>2</b>
Negotiation Currency	<b>USD (US Dollar)</b>		

## 2 Requirements

*\*Response is required*

### 2.1 Section 1. Proposer's Attachments and Affidavits

- \*1. Complete the attached form for Combined Certificates of Authority and upload to your response

Attachments:

File Name or URL	Type	Description
Combined Certificates of Autho	File	

Select one of the following:

- a. Uploaded (*Response attachments are optional*)  
 b. Not Uploaded (*Response attachments are optional*)

Comments:

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- \*2. Bidder has read and complies with all provisions stated in the INSTRUCTIONS TO BIDDERS. Please check Yes or No.

Select one of the following:

- a. Yes  
 b. No

Comments:

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- \*3. Below document is necessary for you to upload along with the proposal:

Reference Form

Attachments:

File Name or URL	Type	Description
Reference Form.doc	File	

Select one of the following:

- a. Uploaded (*Response attachments are optional*)  
 b. Not Uploaded (*Response attachments are optional*)

Comments:

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- \*4. Will you be utilizing any Sub-Contractors?

Select one of the following:

- a. Yes (upload all required documents) (*Response attachments are optional*)  
 b. No (*Response attachments are optional*)

Comments:

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\*5. Please use the below URL to complete the Income Tax and Account Receivables Clearance process:

<http://bit.ly/detroitclearances>

Select one of the following:

- a. Completed
- b. Not Completed

Comments:

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6. Attention: Considering a Joint or Mentor Venture? Click the URL.

<https://app.smartsheet.com/b/form/2359d53ee4364f709cdda15913b530d6>

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Comments:

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**3 Lines**

Instructions
<b>****All bidders must submit Attachment C along with bid proposal****</b>

**3.1 Line Information**

Line	Estimated Quantity	Response Price	Line Amount	Response Minimum Release Amount
1-Total Fixed Price				

**3.2 Line Details**

**3.2.1 Line 1 Total Fixed Price**

Category Name	<b>910.64 Relocation, Building</b>	
Allow Alternate Lines	<b>No</b>	
Target Minimum Release Amount (USD)		Estimated Total Amount (USD)
Start Price (USD)		



