

INVITATION TO BID

The City of Rochester, New Hampshire is accepting sealed bids for three (3) New 2016 or 2017 Four Wheel Drive One Ton Trucks. Bids must be submitted to the City at the address below in a sealed envelope plainly marked as follows:

Sealed Bid, Three 4 Wheel Drive One Ton Trucks

“Bid # 17-04”

City of Rochester
31 Wakefield Street
Rochester, NH 03867
Attn: Purchasing Agent

All bids must be received no later than **“July 28, 2016”** at **2:15 PM**. Actual bid opening will be at Rochester City Hall, 31 Wakefield Street in Rochester NH, at **2:30 PM**. No late bids, faxed, e-mailed or telephone bids will be accepted. Bid proposals and specifications may be obtained by visiting www.rochesternh.net, or emailing purchasing@rochesternh.net, or by contacting the Purchasing Agent at City Hall, 31 Wakefield Street, Rochester, NH 03867, (603) 335-7602. All bid questions must be submitted in writing (email preferred) to the Purchasing Agent. Bidders are to monitor website for addendums, and postings of all bid questions and answers. The period or addendums will end 1 week prior to bid opening. All bid proposals must be made on the bid proposal forms supplied, and the bid proposal forms must be fully completed when submitted.

SCOPE OF WORK

The City of Rochester has the following three vehicles for trade-in value against the cost of the new trucks. Bidders are requested to provide the trade-in value for each of the vehicles on the Bid Form. The City reserves the right to trade in any, none, or all vehicles whatever it deems in its best interest.

Vehicle #1 – City Vehicle 42, 2006 Chevrolet 3500 VIN 1GBHK39D46E167076, approximate mileage 177,050 miles

Vehicle #2 – City Vehicle #21, 2005 Chevrolet K3500 VIN 1GBHK39285E189708 approximate mileage 103,876 miles

Vehicle #3 – City Vehicle #53, 2005 Chevrolet K2500 HD VIN 1GBHK24UX5E195190 approximate mileage 106,800 miles

The vehicles may be viewed by appointment only at the Department of Public Works, 45 Old Dover Road, Rochester, NH. You may set up an appointment by calling either Highway Supervisor Ken Henderson, or Lead Mechanic Dave Silvia at (603) 332-4096.

The City requests a trade-in allowance as shown on the Bid Form. The trade-in value will be for the vehicles as-is, as seen condition. Please note these vehicles are in use daily and mileage from this date and the delivery date of new vehicles will change. If a significant change of vehicle condition were to occur change in trade in value will be negotiated at time of delivery.

Bidders should be aware that the City may not make an award to the lowest bidder. The City reserves the right, in its own judgment, to make an award it feels will be in its best interest over the projected life-cycle of the truck. The City retains this discretionary right based on its experience with similar makes and models, as well current market value for similar vehicles. Bidders are encouraged to provide detailed information on their warranties along with a list of local municipal references (within 50 miles of Rochester). The City intends to check local references to verify successful vehicle performance for similar intended duty.

Bid Specifications

Three New 2016 or 2017 One Ton 4-Wheel Drive Trucks

Please quote price for a 2016 or 2017 One Ton 4-Wheel Drive Trucks with the following specifications: A minimum GVW of 13,000 is required. Deviations from specified limits should show in dealer supplied spec sheet and will be evaluated. The City of Rochester will be purchasing 1 regular cab and 2 double cab pick-ups. See trade-in information below.

Specifications:

- CA 55.16'-Regular Cab
- CA 55.24"-Double Cab
- Delete bed option Delete bed and rear bumper
- Exterior Red
- Interior Gray
- Engine 6.6L Turbo Diesel V8
Engine block heater, power take off engine control provisions, and exhaust brake
- Fuel Tank 30 Gallon minimum
- Transmission Automatic, Allison 1000, 6 speed with heavy duty external cooler
- Brakes Power, ABS, All Wheel
- Air Conditioning Yes, manufacturer installed
- Suspension Heaviest Available
- Axle 3.73 Ratio limited slip
- Steering Power
- Heavy Duty Battery Dual 730 cold cranking amps
- Heavy Duty Alternator Dual 125 amp each
- Tires, All terrain radial, with full size spare
- Radio/Speakers AM/FM (minimum), needs bluetooth capability
- Windows/Doors Locks Power
- Seat Front Split/bench, vinyl cover
- Wipers intermittent
- Mirrors Fold away, manual
- Front Bumper Standard
- Special Equipment Options Skid plate package
Snow plow prep package
Trailer brake controller, integrated
Provision for cab roof-mounted beacon
Back-up alarm
Weather Tech heavy duty molded floor mats
Dealer installed factory molded front mud flaps

All service manuals must be included in book form or allow us access to dealer service web site.

Service Body and Liftgate

Pricing on all three trucks will include complete installation of an 8' Knapheide Service Body Model 796J. This includes the pricing for all costs of body, parts, labor, materials, etc. for installation on each of the three (3) one ton pick-up trucks. Below are the specifications:

- 8' utility body for 56" C.A. SRW pick-up truck
- 14 GA two-sided A-40 galvanized steel body shell (6 year warranty)
- Stainless steel continuous hinges (6 year warranty)
- Stainless steel rotary paddle handles (6 year warranty)
- Interior light guards
- Automotive bulb-style neoprene door seals
- Double spring over center door closure springs
- 250# capacity adjustable shelves with dividers (6 year warranty)
- Exclusive return flange floor designs
- Electro coating
- K-coat protection guards against rust (6 year rust through warranty)
- Recessed and pooched bumper
- Automotive style slammable tailgate
- Flush mount light package
- Installed and painted red with factory paint code single stage
- 2" receiver tube hitch with 7-blade RV plug, chain hooks and 12,000 lb rating.
- Thieman 1500 lb Liftgate, model # TT15ETAL
- 56"x26" +5" Aluminum platform
- 12 volt electric hydraulic enclosed power pack
- Galvanized under carriage

Bid Form
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Item 1		Brand	Amount
Option 1	2017 Four Wheel Drive 1 Ton Truck-Regular Cab with *Service body and liftgate		\$
Trade-in Value	City Veh. #42 -2006 Chevrolet 500 Vin# 1GBHK39D46E167076 Estimated mileage 177,050		\$
Total Cost less Trade in value			
Expected date of delivery 2017 model_____			
Option 2	2016 Four Wheel Drive 1 Ton Truck-Regular Cab with *Service body and liftgate		\$
Trade-in Value	City Veh.#42 -2006 Chevrolet 3500 Vin# 1GBHK39D46E167076 Estimated mileage 177,050	Chevrolet	\$
Total Cost less Trade in value			\$
Expected date of delivery 2016 model_____			

Item 2		Brand	Amount
Option 1	2017 Four Wheel Drive 1 Ton Truck-Double Cab with*Service body and liftgate		\$
Trade-in Value	City Veh. #21 2005 Chevrolet 3500 Vin#1GBHK39285E189708 Estimated mileage 103,876	Chevrolet	\$
Total Cost less Trade in value			\$
Expected date of delivery 2017 model_____			
Option 2	2016 Four Wheel Drive 1 Ton Truck-Double Cab with*Service body and liftgate		\$
Trade-in Value	City Veh. #21 2005 Chevrolet 3500 Vin#1GBHK39285E189708 Estimated mileage 103,876	Chevrolet	\$
Total Cost less Trade in value			\$
Expected date of delivery 2016 model_____			

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Item 3		Brand	Amount
Option 1	2017 Four Wheel Drive 1 Ton Truck-Double Cab with*Service body and liftgate		\$
Trade-in Value	City Veh. # 53 2005 Chevrolet 2500 HD Vin# 1GBHK24UX5E195190 Estimated mileage 106,800	Chevrolet	\$
	Total Cost less Trade in value		\$
Expected date of delivery 2017 model_____			
Option 2	2016 Four Wheel Drive 1 Ton Truck-Double Cab with*Service body and liftgate		\$
Trade-in Value	City Veh. # 53 2005 Chevrolet K2500 HD Vin# 1GBHK24UX5E195190 Estimated mileage 106,800	Chevrolet	\$
	Total Cost less Trade in value		\$
Expected date of delivery 2016 model_____			

Vehicles will be traded-in if deemed to be prudent by the Public Works Director or City Manager.

*No substitutions will be considered outside the service body specifications.

Vendor Name: _____

Address: _____

Phone: _____ Fax# _____ E-mail _____

Date Prices Are Good Through: _____

Date Submitted: _____

Contact Person: _____

Authorized Signature: _____

INSTRUCTION TO BIDDERS

PREPARATION OF BID PROPOSAL

1. The Bidder shall submit her/his proposal upon the form(s) furnished by the City (attached). The bidder shall specify a unit price for each pay item. All figures shall be in ink or typed.
2. If a unit price or lump sum bid already entered by the bidder on the proposal form is to be altered it should be crossed out with ink, the new unit price or lump sum bid entered above or below it, and initialed by the bidder, also with ink. In case of discrepancy between the prices written in words and those written in figures, the prices written in words shall govern.
3. The bidder's proposal must be signed with ink by the individual, by one or more members of the partnership, by one or more members or officers of each firm representing a joint venture, by one or more officers of a corporation, or by an agent of the contractor legally qualified and acceptable to the owner. If the proposal is made by an individual, his name and post office address must be shown, by a partnership the name and post office address of each partnership member must be shown; as a joint venture, the name and post office address of each must be shown; by a corporation, the name of the corporation and its business address must be shown, together with the name of the state in which it is incorporated, and the names, titles, and business addresses of the President, Secretary, and Treasurer.
4. All questions shall be submitted in writing to and received by the Purchasing Agent at the above address, a minimum of 7 days prior to the scheduled bid opening. The Purchasing Agent, will then forward both the question and the city's response to the question to all prospective bidders.

IRREGULAR PROPOSALS

Bid proposals will be considered irregular and may be rejected for any of the following reasons:

1. If the proposal is on a form other than that furnished by the Owner or if the form is altered or any part thereof is detached.
2. If there are unauthorized additions, conditional or alternate bids, or irregularities of any kind which may tend to make the proposal incomplete, indefinite or ambiguous as to its meaning.
3. If the bidder adds any provisions reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.
4. If the proposal does not contain a unit price for each pay item listed, except in the case of authorized alternate pay items.

DELIVERY OF BID PROPOSALS

When sent by mail, the sealed proposal shall be addressed to the City of Rochester, Purchasing Agent, 31 Wakefield Street, Rochester, NH 03867. All proposals shall be filed prior to the time and at the place specified in the invitation for bids. Proposals

received after the time for opening of the bids will be returned to the bidder, unopened. Emailed or faxed bid proposals are not acceptable.

WITHDRAWAL OF BID PROPOSALS

A bidder will be permitted to withdraw his proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening the proposals.

PUBLIC OPENING OF BID PROPOSALS

Proposals will be opened and read publicly at the time and place indicated in the invitation for bids. Bidders, their authorized agents, and other interested parties are invited to be present.

DISQUALIFICATION OF BIDDERS

Either of the following reasons may be considered as being sufficient for the disqualification of a bidder and the rejection of her/his bid proposal(s):

1. Evidence of collusion among bidders.
2. Failure to supply complete information as requested by the bid specifications.

CONSIDERATION OF PROPOSALS

1. Bids will be made public at the time of opening and may be reviewed only after they have been properly recorded. In case of discrepancy between the prices written in words and those written figures, the prices written in words shall govern. In case of a discrepancy between the total shown in the proposal and that obtained by adding the products of the quantities of items and unit bid prices, the latter shall govern.
2. The right is reserved to reject any or all proposals, to waive technicalities or to advertise for new proposals, if in the judgment of the City, the best interest of the City of Rochester will be promoted thereby.
3. Bid results will be available on the website at www.rochesternh.net within 48 hours of the bid opening.

AWARD OF CONTRACT

The City holds the right, in its judgment, to award the contract to the bidder, which it feels is in the best interest of the City. If a contract is to be awarded, the Contractor/Vendor selection shall be based in part on possession of the necessary experience, organization, technical and professional qualifications, skills and facilities, reference checks, project understanding, approach, ability to comply with proposed or required time to completion or performance, licensing or certification, in good standing with Federal, State and Local agencies, possession of satisfactory record of performance, cost and to a responsible and qualified bidder whose proposal complies with all the requirements prescribed as soon as practical after the bid opening. No bid shall be withdrawn for a period of (60) sixty days subsequent to the opening of bids without the consent of the City of Rochester. The successful bidder will be notified, by the form

mailed to the address on his proposal, that his bid has been accepted and that he has been awarded the contract.

CANCELLATION OF AWARD

The City reserves the right to cancel the award of any contract at any time before the execution of such contract by all parties without any liability against the City.

BID EVALUATION

In addition to the bid amount, additional factors will be considered as an integral part of the bid evaluation process, including, but not limited to:

1. The bidder's ability, capacity, and skill to perform within the specified time limits.
2. The bidder's experience, reputation, efficiency, judgment, and integrity.
3. The quality, availability and adaptability of the supplies and materials sold.
4. The bidder's past performance.
5. The sufficiency of bidder's financial resources to fulfill the contract.
6. The bidder's ability to provide future maintenance and/or services.
7. Any other applicable factors as the City determines necessary and appropriate (such as compatibility with existing equipment).

CONDITIONS AT SITE

Bidders shall be responsible for having ascertained pertinent local conditions, such as: location, accessibility and general character of the site of the building. The character and extent of existing work within or adjacent to the site, and any other work being performed thereon at the time of the submission of her/his bid.

LAWS, PERMITS AND REGULATIONS

1. The Contractor shall obtain and pay for all licenses and permits as may be required of him by law, and shall pay for all fees and charges for connection to outside services, and use of property other than the site of the work for storage of materials or other purposes.
2. The Contractor shall comply with all State and Local laws, ordinances, regulations and requirements applicable to work hereunder, including building code requirements. If the Contractor ascertains at any time that any requirement of this Contract is at variance with applicable laws, ordinances, regulations or building code requirements, she/he shall promptly notify the City of Rochester in writing.

STANDARDS

1. Materials specified by reference to the number, symbol or title of a specific standard, such as a Commercial Standard, a Federal Specification, Department's Standard Specifications, a trade association standard or other similar standard. Shall comply with requirements in the latest revision thereof and any amendment or supplement

thereto in effect on the data of advertisement, except as limited to type, class or grade or modified in such reference.

2. Reference in the Specifications to any article, device, product, material, fixture, form or type of construction by name, make or catalog number shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition. In such cases the Contractor may, at his option, use any articles, device, product, material fixture, form or type of construction that, in the judgment of the City expressed in writing to all Bidders before opening of bids as an addendum, is an acceptable substitute to the specified.
3. Substitution During Bid Time: Whenever any particular brand or make of material or apparatus is called for in the Specifications, a Bidder's Proposal must be based upon such material or apparatus, or upon a brand or make which has been specifically approved as a substitution in an Addendum issued to all Bidders during the bidding time.
4. The intent is that the brand or make of material or apparatus that is called for herein establishes a standard of excellence that, in the opinion of the Consultant and Engineer, is necessary for this particular Project.
5. Substitution After Bid Opening: No substitutions will be considered after bids have been opened unless necessary due to strikes, lockouts, bankruptcy or discontinuance of manufacture, etceteras. In such cases, the Contractor shall apply to the City, in writing within ten (10) days of his realizing his inability to furnish the article specified, describing completely the substitution he desires to make.

EXTRAS

Except as otherwise herein provided, no charge for any extra work or material will be allowed unless the Director of Public Works has ordered the same, in writing.

GUARANTEE OF WORK

1. Except as otherwise specified, all work shall be guaranteed by the Contractor against defects resulting from the use of inferior materials, equipment or workmanship for one (1) year from the Date of Final Acceptance.
2. Make good any work or material, or the equipment and contents of said building or site disturbed in fulfilling any such guarantee.
3. In any case, wherein fulfilling the requirements of the Contract or of any guarantee, should the Contractor disturb any work guaranteed under another contract, the Contractor shall restore such disturbed work to a condition satisfactory to the Director of Public Works. And guarantee such restored work to the same extent as it was guaranteed under such other contracts.
4. If the Contractor, after notice, fails to proceed promptly to comply with the terms of the guarantee, the City of Rochester may have the defects corrected and the Contractor shall be liable for all expense incurred.
5. All special guarantees applicable to definite parts of the work that may be stipulated

in the Specifications or other papers forming a part of the Contract shall be subject to the terms of this paragraph during the first year of the life of such special guarantee.

DEFAULT AND TERMINATION OF CONTRACT

If the Contractor:

1. Fails to begin work under Contract within the time specified in the notice to proceed; or
2. Fails to perform the work with sufficient workers and equipment, or with sufficient materials to assume prompt completion of said work; or
3. Performs the work unsuitably or neglects or refuses to remove materials or to perform anew such work as may be rejected as unacceptable and unsuitable; or
4. Discontinues the prosecution of the work; or
5. Fails to resume work, which has been discontinued, within a reasonable time after notice to do so; or
6. Becomes insolvent or has declared bankruptcy, or commits any act of bankruptcy or insolvency; or
7. Makes an assignment for the benefit of creditors; or
8. For any other causes whatsoever, fails to carry on the work in an acceptable manner the City of Rochester will give notice, in writing, to the Contractor for such delay, neglect, and default.

If the Contractor does not proceed in accordance with the Notice, then the City of Rochester will have full power and authority without violating the Contract to take the prosecution of the work out of the hands of the Contractor. The City of Rochester may enter into an agreement for the completion of said Contract according to the terms and conditions thereof, or use such other methods as in the City's opinion will be required for the completion of said Contract in an acceptable manner.

All extra costs and charges incurred by the City of Rochester as a result of such delay, neglect or default, together with the cost of completing the work under the Contract will be deducted from any monies due or which may become due to said Contractor. If such expenses exceed the sum which would have been payable under the contract, then the Contractor shall be liable and shall pay to the City of Rochester the amount of such excess.

OBTAINING BID RESULTS

Bid results will be available on the website at www.rochesternh.net within 48 hours of the bid opening.