

City of Mt. Pleasant, Michigan

CONTRACT DOCUMENTS

For

2016 F-250 4x4 SD Regular Cab



KATHLEEN L. LING

Mayor

Nancy Ridley

City Manager

Prepared By:
Mt Pleasant Fire department

Rick Beltinck

Fire Chief

February 2016

City of Mt. Pleasant, Michigan
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THE CITY OF
MT. PLEASANT, MICHIGAN

CITY HALL

320 W. Broadway • 48858-2447
(989) 779-5300
(989) 773-4691 fax

PUBLIC SAFETY

804 E. High • 48858-3595
(989) 779-5100
(989) 773-4020 fax

PUBLIC WORKS

1303 N. Franklin • 48858-4682
(989) 779-5400
(989) 772-6250 fax

NOTICE TO BIDDERS

2016 F-250 4x4 SD Regular Cab

The City of Mt. Pleasant, Michigan, is requesting sealed bids at the Office of the City Clerk, City Hall, 320 West Broadway Street, Mt. Pleasant, Michigan 48858, until 1:30 p.m. (local time), on Tuesday, March 8, 2016, at which time and place the bids will be publicly opened and read. All bids shall be submitted in a sealed envelope, plainly marked "**2016 F-250 4x4 SD Regular Cab** – March 8, 2016". Bidders must include manufacturer's specifications and the City's specifications sheets, indicating ability to comply, with the bid proposal.

Proposals are solicited on a lump sum basis, for the following:

2016 F-250 4x4 SD Regular Cab

No bid deposit or bond is required with this bid.

To view and download complete Plans and Specifications at no charge, visit the City of Mt. Pleasant website at www.mt-pleasant.org and navigate to the Bids and Quotes page.

The City of Mt. Pleasant reserves the right to accept or reject any or all bids, to waive any irregularities in the bids, and to select the bid considered most advantageous to the city.

Rick Beltinck
Fire Chief
(989) 779-5152

Jeremy Howard
City Clerk

City of Mt. Pleasant, Michigan
INSTRUCTIONS TO BIDDERS
FOR MATERIALS

1. **Proposals**

Proposals must be made upon the forms provided, therefore, with the Bid amount both written and shown in figures, and all other data required submitted.

The Proposal, bound together with all Proposal Documents, must be enclosed in a sealed envelope marked as specified in the Notice to Bidders for such Bid and clearly indicating the name and address of the Bidder and must be received by the City Clerk, City Hall, 320 West Broadway Street, Mt. Pleasant, Michigan 48858, no later than the time and date specified in the Notice to Bidders. At such specified time, Proposals shall be publicly opened and read aloud.

2. **Basis of Proposals**

Proposals are solicited on the basis of unit price(s) and/or lump sum(s), as specified on the Proposal form.

The City of Mt. Pleasant, (also referred to as "Owner"), reserves the right to accept any Bid, to reject any or all Bids, and to waive any irregularities in the Bids, and to select the Bid considered most advantageous to the city.

3. **Comparison of Bids**

In comparing Bids, consideration shall be given to the time proposed for completion of the Contract, qualifications of Bidder, price differentials, alternate Proposals for the alternate items listed in the Proposal (if applicable), and any other pertinent factors. **The City of Mt. Pleasant grants a preference to businesses located within the Mt. Pleasant City Limits. The preference given is a differential above the low bid if the low bid is not from a City of Mt. Pleasant bidder. The differential allowed is 3% of the total for bids between \$5,000 and \$9,999 and 2% of the total for bids over \$10,000. The maximum credit allowed is \$1500.00.** The Owner reserves the right to make an award to the Bidder whose Proposal is deemed to be in the best interest of the Owner.

4. **Time**

Time is of the essence in the performance of the Contract, and each Bidder, by submitting a Proposal, certifies his/her acceptance of the time allowed by the Contract for the completion of the work specified.

5. **Indemnification**

The Contractor shall save and hold harmless the city and its employees from and against all claims, damages, losses, or expenses, including attorney's fees, arising out of or resulting from the performance of the work; provided that any such claim, damage, loss or expense is caused in whole or in part by any negligent or willful act of omission of the

contractor, subcontractor, employee, or anyone under their direction. The Contractor shall at his/her own expense, defend any and all such actions and shall pay all attorney's fees, costs, and expenses pertaining thereto.

6. Interpretation of Documents

If any Bidder is in doubt as to the true meaning of any part of the Plans, Specifications or any Contract Document, he/she may submit to the Owner a written request for an interpretation thereof.

Any interpretation made in response to such query shall be made only by Addendum, duly issued, and a copy of such Addendum shall be mailed or duly delivered to each prospective Bidder. The Owner shall not be responsible for any other explanation or interpretation of the Contract Documents.

7. Execution of Bid Proposal

A Bid Proposal which is not signed by the individual making it should have attached thereto a Power of Attorney evidencing authority to sign the Bid Proposal in the name of the person for whom it is signed.

A Bid Proposal, which is signed by a partnership, shall be signed by all of the partners or by an Attorney-in-Fact. If signed by an Attorney-in-Fact, there should be attached to the Bid, a Power of Attorney evidencing authority to sign the Bid Proposal in the name of the partnership and such Power of Attorney shall be signed by all partners of the partnership.

A Bid Proposal, which is signed for a corporation should have the correct corporate name thereof and the signature of the President, or other authorized officer(s) of the corporation, manually written below the corporate name and on the line indicating "By: _____." If such Bid Proposal is manually signed by an officer other than the president of the corporation, a certified copy of the Resolution of the Board of Directors evidencing the authority of such officer(s) to sign the Bid Proposal should be attached thereto. Such Bid Proposal should also bear the attested signature of the Secretary of the corporation and an impression of the corporate seal.

8. Delivery

The successful Bidder shall deliver equipment and/or materials as specified to the City of Mt. Pleasant, Fire Department, 804 E High Street, Mt. Pleasant, Michigan, 48858, or as specified in the proposal. The proposal amount should include delivery F.O.B. Mt. Pleasant. All equipment, literature, manuals, warranty papers, and any other items listed in the specifications of the equipment or materials, must be delivered before payment in accordance with this contract.

February 12, 2016

City of Mt. Pleasant, Michigan
**2016 F-250 4x4 SD Regular Cab
PROPOSAL**

TO: Office of the City Clerk
City Hall
320 West Broadway St.
Mt. Pleasant, MI 48858

BID DATE: March 8, 2016
TIME: 1:30 p.m.

In accordance with the specifications and other bid requirements heretofore provided, the undersigned agrees to provide the below listed bid items at the price(s) set forth below. This is a firm bid and not subject to withdrawal or change for a period of sixty (60) days.

<u>BID ITEM</u>	<u>QTY</u>	<u>UNIT</u>	<u>TOTAL</u>
2016 F-250 4x4 SD Regular Cab, per bid specifications, delivered			
		TOTAL	\$ _____ (figures)

(Written) _____ and ____/100 Dollars.

Estimated delivery date to City of Mt. Pleasant: _____

Respectfully Submitted,

COMPANY: _____ DATE _____

ADDRESS : _____

CITY _____ STATE _____ ZIP+4 _____

TELEPHONE _____ FAX _____

AUTHORIZED SIGNATURE _____

PRINT OR TYPE NAME & TITLE _____

EMAIL _____

City of Mt. Pleasant Michigan
2016 F-250 4x4 SD Regular Cab

SPECIFICATIONS

The Mt. Pleasant Fire Department is requesting sealed bids for **one (1) New 2016 F-250 4X4 SD Regular Cab (box delete) 137" WB SRW XL (F2B)**. To be used as a Brush Unit. This request outlines the specifications for the vehicle. Included in this bid will be the installation of all equipment as specified, all processing/applicable fees, and delivery to Mt. Pleasant, Michigan. It will be the obligation of the bidder to state specifically any bid requirement that is not met by its proposal. Questions regarding these specifications may be directed to Rick Beltinck, Fire Chief, at (989) 779-5152, or via email to rbeltin@mt-pleasant.org.

Completed truck shall be delivered to the City of Mt. Pleasant – Fire Department, 804 E High Street, Mt. Pleasant, Michigan, between the hours of 8:00 a.m. and 3:00 p.m., Monday through Friday.

Specifications of Vehicle:

- 2016 F-250 4X4 SD Regular Cab 137" WB SRW XL (F2B) to include all STANDARD EQUIPMENT and all STANDARD SAFETY & SECURITY EQUIPMENT.
- Exterior Color- Race Red
- Interior Color-Steel
- 6.2L V-8 SOHC w/SMPI
- 6 speed automatic trans w/OD
- 4-wheel ABS
- Brake assistance
- Traction control
- LT245/75R17E BSW AS S-rated tires
- Wheels 17" Painted Steel
- Battery with run down protection
- (HD) Firm suspension
- Advance Trac w/roll Stability Control
- Air conditioning
- AM/FM stereo
- Variable intermittent wipers
- Cruise Control
- Dual front airbags w/passenger cancel
- Driver & front passenger seat mounted side airbags
- SecuriLock immobilizer
- Tachometer
- Front 40-20-40 split-bench VNYL seats
- Floor VNYL
- Class V trailering
- 3.73 Axle Ratio E Locking
- GVWR: 10,000 LB Payload Package
- XL Value Package
- Extra Heavy Duty Alternator
- Power Equipment Group
- Transfer Case & Fuel Tank Skid Plates
- Trailer Break Controller
- Upfitter Switches (4)

- Sliding Rear window
- Pickup box Delete
- Camper package
- Heavy-Duty Trailer Tow Package
 - Heavy – duty auxiliary transmission oil cooler and radiator.

Warranty:

- Basic: 3 Year/36,000 Mile bumper to bumper whichever comes first.
- Powertrain: 5 Year/60,000 Mile (transmission, Engine, 4 wheel drive components).
- Corrosion: 5 years/100,000 Miles.
- Roadside: 5 years/60,000 Miles.

ADDITIONAL BID SPECIFICATIONS

Operating and Maintenance Instructions: Two (2) complete sets of operating and maintenance/repair manuals and parts lists shall be furnished at or before the time of delivery.

Warranty: The manufacturer's warranty for the complete unit shall be submitted in writing with the bid. The warranty shall provide for the replacement of all defective parts during the warranty period. Such replacement shall be performed at no cost to the City.

Title: Unit being bid shall be a previously **untitled unit**. Upon delivery of the unit, the title shall be provided to the City.