

City of Mt. Pleasant, Michigan

# **CONTRACT DOCUMENTS**

For

**CURBSIDE RECYCLING TRUCK**



**KATHLEEN L. LING**  
Mayor

**KATHIE GRINZINGER**  
City Manager

Prepared By:  
Division of Public Works

**JOHN ZANG**  
DPW Director

November 2013

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

### Curbside Recycling Truck

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, November 26, 2013, at which time and place the bids will be publicly opened and read. All bids shall be submitted in a sealed envelope, plainly marked "Curbside Recycling Truck – November 26, 2013". 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:

(1) HYDRAULIC "OVER-THE-TOP" SINGLE SIDE LOADING RECYCLE TRUCK

**Bidders may also provide alternate pricing for both a three- and five-year lease period.**

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](http://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.

Robert Murphy  
Street Department Superintendent  
(989) 779-5409

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, Division of Public Works, 1303 N. Franklin 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.

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March 23, 2012

City of Mt. Pleasant, Michigan  
**Curbside Recycle Truck Bid**

**PROPOSAL**

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

BID DATE: November 26, 2013  
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.

<b><u>BID ITEM</u></b>	<b><u>QTY</u></b>	<b><u>UNIT</u></b>	<b><u>TOTAL</u></b>
Hydraulic "Over-The-Top" Single Side Loading Recycle Truck, per bid specifications	1	Each	\$ _____
		<b>TOTAL</b>	<b>\$ _____</b> (figures)

\_\_\_\_\_  
(Written) \_\_\_\_\_ and \_\_\_\_\_/100 Dollars.

**ALTERNATE BID – MUNICIPAL LEASE OPTION**

Equipment: \_\_\_\_\_

Equipment Cost: \$ \_\_\_\_\_

End of Lease Purchase Price: \$ \_\_\_\_\_

Payments in Advance

First payment due at lease commencement	Three-Year Term	Five-Year Term
	\$ _____/yr	\$ _____/yr
	Payment Factor _____	_____

Payments in Arrears

First payment due one (1) year after lease commencement	\$ _____/yr	\$ _____/yr
	Payment Factor _____	_____

Interest Rate

The above rates and payment factors shall be valid for a period of thirty (30) days from the date of this proposal.

Respectfully Submitted,

COMPANY: \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS : \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP+4 \_\_\_\_\_

TELEPHONE \_\_\_\_\_ FAX \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

PRINT OR TYPE NAME & TITLE \_\_\_\_\_

EMAIL \_\_\_\_\_

City of Mt. Pleasant Michigan  
**Curbside Recycling Truck Bid**

SPECIFICATIONS FOR HYDRAULIC “OVER-THE-TOP”  
 SINGLE SIDE LOADING RECYCLE TRUCK

Bidders are required to complete this section of the bid by indicating in the provided space if the unit complies with the listed specifications. Explanations for non-compliance must be provided on a separate sheet. Failure to do so will deem the proposal incomplete and will not be considered. Questions regarding these specifications may be directed to Robert Murphy, Street Department Superintendent, at (989) 779-5409 or 779-5401, or via email to [bmurphy@mt-pleasant.org](mailto:bmurphy@mt-pleasant.org). **This section must be completed and returned with the bid proposal.**

**General Description:** The vehicle will be used for curbside pickup of recyclable goods. The unit shall be equipped with a low entry walk-in air-ride cab with dual steering and controls. Recyclables will be sorted into a minimum of two compartments as commingled paper (newspaper, magazines, and cardboard) and commingled containers (glass, steel/aluminum cans, HDPE, PETE plastic). The compartments are to be hydraulically loaded by an “over-the-top” power loading device.

	<u>YES</u>	<u>COMPLY</u>	<u>NO</u>
<b><u>CAB &amp; CHASSIS REQUIREMENTS</u></b>			
<b>General:</b>			
▪ Base chassis 4 x 2 with wheelbase range of 189”- 254” 186.90 CA, and 96.00 axle to frame, or equivalent model	_____		_____
▪ Heat treated alloy steel frame rails	_____		_____
▪ Full-width steel front bumper	_____		_____
▪ Front non-driving axle, wide trade, I-beam type	_____		_____
<b>Engine:</b>			
▪ Diesel, minimum 250 HP @ 2300/2400 rpm	_____		_____
▪ Low oil pressure/high coolant temperature warning light & buzzer	_____		_____
▪ Gauges shall include: voltmeter, oil pressure, fuel, air pressure, tachometer, water temperature	_____		_____
▪ 110 Volt engine block heater, 1000 watts minimum	_____		_____
▪ Engine hour meter	_____		_____
<b>Transmission:</b>			
▪ Automatic 5-speed with PTO & pump, or comparable			
▪ Pump to have sufficient flow to permit loading cycles of 15-18 sec.			
▪ Minimum 30 gallon capacity hydraulic oil reservoir	_____		_____
<b>Electrical System:</b>			
▪ Alternator – 12 volt, 100 amp capacity	_____		_____
▪ Battery – Two 12 volt, 1850 cca total	_____		_____
▪ Jump start stud connected to battery	_____		_____

	<u>YES</u>	<u>COMPLY</u>	<u>NO</u>
<b>Steering:</b> Heavy duty power steering	_____		_____
<b>Front Axle</b> – minimum 12,000 lb. capacity with 14,000 lb. spring capacity	_____		_____
<b>Rear Axle</b> – minimum 21,000 lb. capacity with 31,000 lb. spring capacity	_____		_____
<b>Shock Absorbers:</b> Heavy duty front shock absorbers	_____		_____
<b>Tires:</b> Rated for axle capacities	_____		_____
<b>GVW:</b> Maximum of 33,000 LBS.	_____		_____
<b>Brakes:</b> Air brakes, front & rear automatic slack adjusters	_____		_____
▪ Front 15" x 4"	_____		_____
▪ Rear 16.5" x 7"	_____		_____
▪ 13.2 CFM Air compressor	_____		_____
▪ Bendix AD-4 air dryer	_____		_____
▪ Route brake	_____		_____
<b>Cab:</b>			
▪ Low entry stand-up cab on right side	_____		_____
▪ 18" maximum step in height on right side	_____		_____
▪ Sliding door for right side	_____		_____
▪ Cab grab handles	_____		_____
▪ All weather non-skid surface on stand up platform	_____		_____
▪ Foam-covered back rest on stand up side	_____		_____
▪ Driver's seat to be low back, air ride	_____		_____
▪ Dual driving controls	_____		_____
▪ All controls, gauges, and accessories required for safe operation of the vehicle shall also be accessible from right side of cab, including:	_____		_____
○ Air operated foot brake	_____		_____
○ Air toggle switch to apply service brakes	_____		_____
▪ Steel welded construction insulated cab, modified for dual side operation	_____		_____
▪ Heavy duty heater and defroster	_____		_____
▪ Air conditioning	_____		_____
▪ Cab & chassis shall be rust proofed	_____		_____

**RECYCLING BODY REQUIREMENTS**

**COMPLY**

**YES**

**NO**

**General:** a single bucket body design with manually adjustable body divisions.

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\_\_\_\_\_

**Capacity:** Minimum of 33 cubic yards

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\_\_\_\_\_

**Body Construction:** All welded construction of formed steel.

- Floor – one piece 3/16” steel
- Sides – 12 gauge steel, reinforced
- Front – 13 gauge steel
- Roof – 16 gauge steel
- Partition – 13 gauge steel

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**Roof and Tailgate:**

- Rear tailgate shall be hydraulically operated with automatic lock mechanism
- Hinged roof structure to provide fully opening roof lid for dumping of bucket mechanism
- Roof lid shall be lifted hydraulically in conjunction with bucket mechanism

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**Partitions:**

- Two steel divider partitions, hinged at top & locked in the sides, at the bottom
- Lock pins shall be manually controlled from the exterior
- Partition shall be carried by overhead track so the partition’s position is adjustable every 12”
- Man size access doors in each partition
- Lip seals along sides of partition

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**Loading Device:**

- Full body length hydraulic over-the-top loading bucket mechanism, with volume of approximately 2.0 cubic yards on right hand side
- Fixed & moveable dividers to match the number & location of interior partitions
- Blue box rests and brackets attached to bucket mechanism
- 1,000 lbs minimum lift capacity of bucket mechanism
- Hydraulic controls shall be located in a convenient position at front and rear of body
- Security interlock so that truck will not move if loading system is not in lowered position
- Overall width of loading mechanism shall not exceed the exterior width of 102”

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**COMPLY**  
**YES**                      **NO**

- Exterior track on right hand side to guide and support the bucket mechanism \_\_\_\_\_
- Front mounted telescoping tipping hoist, minimum 45° dumping angle \_\_\_\_\_

**ADDITIONAL EQUIPMENT REQUIREMENTS**

**Mirrors and Lights:**

- Cab-mounted heated left & right side West Coast type mirrors \_\_\_\_\_
- Adjustable left & right hand side convex blind spot mirrors for close in side view \_\_\_\_\_
- 8" convex mirrors on left & right front sides of hood for lateral vision \_\_\_\_\_
- All lamps and reflectors as required for commercial vehicles, to conform with Michigan DOT regulations \_\_\_\_\_
- All lamps shall be weather proof, shock free type \_\_\_\_\_
- Transmission-activated back up lights and alarm \_\_\_\_\_
- Front and rear flashing amber warning light to be supplied with cab-mounted switch \_\_\_\_\_
- Spotlight to illuminate loading area \_\_\_\_\_
- Headlights on automatically with wipers \_\_\_\_\_

**Paint:** Non-metallic \_\_\_\_\_

**Rear Step:** 10" rear bumper loop step \_\_\_\_\_

**Body Safety Prop** \_\_\_\_\_

**Grab handles:** outside at rear of body \_\_\_\_\_

**Viewing Screen:** near top for inspection of partition location and load level \_\_\_\_\_

**Rear Vision camera system** \_\_\_\_\_

**Delivery shall be made to the City's Division of Public Works yard, 1303 North Franklin Street, Mt. Pleasant, Michigan.**

**Expected delivery date** \_\_\_\_\_

## 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.

In addition to the manufacturer's standard warranty, the hydraulic cylinders shall be warranted for a period not less than 36 months, and the truck engine for a period not less than 48 months.

**Demonstration:** The City of Mt. Pleasant reserves the right to request a demonstration of each proposed vehicle prior to awarding the bid. This demonstration is to take place at the Division of Public Works building, 1303 N. Franklin Street, Mt. Pleasant, Michigan.

**Training Program:** The successful Bidder shall provide, at no cost to the City, operator and mechanic training seminars after delivery of the unit. The training classes shall be conducted by Factory representatives. The classes shall be held at the City of Mt. Pleasant's Division of Public Works building and shall be of sufficient length to fully acquaint and train all operators and mechanics. The City reserves the right to request a demonstration of the proposed unit prior to award of the bid.

**Penalty:** The delivery date shall be agreed upon by both the Bidder and the City of Mt. Pleasant. The bidder shall compensate the City of Mt. Pleasant for any delay in delivery, at \$100 / day for each calendar day the contracted delivery date is exceeded.

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

## ALTERNATE BID – MUNICIPAL LEASE OPTION

Bidders have the option of submitting lease pricing for a previously **untitled** recycling truck.

- The Bidder shall list the equipment details on the alternate portion of the Proposal sheet.
- Tax-exempt pricing shall be quoted at a 12-month rate for both a three-year and five-year lease period.
- The Bidder shall include the payment factor and interest rate information, and end of term purchase pricing.
- The City of Mt. Pleasant reserves the right to request a demonstration of each proposed vehicle prior to awarding the bid. This demonstration is to take place at the Division of Public Works building, 1303 N. Franklin Street, Mt. Pleasant, Michigan.
- 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. The warranty period shall not be less than 36-months. In addition to the manufacturer's standard warranty, the hydraulic cylinders shall be warranted for a period not less than 36 months and the truck engine for a period not less than 48 months.
- All other equipment specifications found elsewhere within this bid shall apply to the leased equipment. As such, the Bidder shall complete and return the Specifications and Proposal sheets with their bid.
- Two (2) complete sets of operating and maintenance/repair manuals and parts lists shall be furnished at or before the time of delivery.
- The successful Bidder shall provide, at no cost to the City, operator and mechanic training seminars after delivery of the unit. The training classes shall be conducted by Factory representatives. The classes shall be held at the City of Mt. Pleasant's Division of Public Works building and shall be of sufficient length to fully acquaint and train all operators and mechanics. The City reserves the right to request a demonstration of the proposed unit prior to award of the bid.