

City of Mt. Pleasant, Michigan

CONTRACT DOCUMENTS

For

PICKUP TRUCKS BID



JIM HOLTON
Mayor

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City Manager

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Division of Public Works

JOHN ZANG
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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

PICKUP TRUCKS BID

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, September 29, 2015, at which time and place the bids will be publicly opened and read. All bids shall be submitted in a sealed envelope, plainly marked "Pickup Trucks Bid– September 29, 2015". Bidders must include manufacturer's specifications and the City's specifications sheets, indicating ability to comply, with the bid proposal.

Proposals are solicited for the following, per specifications:

Three (3) Two-Wheel Drive Half-Ton Pickups

No bid deposit or bond is required with this bid.

To view and download the complete bid documents 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.

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.

March 23, 2012

City of Mt. Pleasant, Michigan
PICKUP TRUCKS BID

PROPOSAL

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

BID DATE: Tuesday, September 29, 2015
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.

City Unit	Bid Item	Qty	Unit	Price (EA)	Total Bid
394, 395 396	Half-Ton Pickup, 2-wheel drive , per bid specs	3	EA	\$	\$

Total Bid (written)

_____ and ____/100 Dollars.

Estimated delivery date to City of Mt. Pleasant: _____

Respectfully Submitted,

COMPANY: _____ DATE _____

ADDRESS: _____

CITY _____ STATE _____ ZIP _____

TELEPHONE _____ FAX _____

AUTHORIZED SIGNATURE _____

PRINT OR TYPE NAME & TITLE _____

EMAIL _____

City of Mt. Pleasant Michigan
Half-Ton 2-Wheel Drive Pickup
SPECIFICATIONS

Bidders are required to complete and submit this section of the bid by indicating in the provided space if the units comply with the listed specifications.

Explanations for non-compliance must be provided on a separate sheet and included with the bid proposal. This specifications section must be completed and returned with the bid proposal. 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) 779-5401 or 779-5409, or via email to bmurphy@mt-pleasant.org.

General Description: These vehicles will be half-ton **2-wheel drive**, regular cab, previously untitled pickup trucks. Unless otherwise arranged with the City, the approved bidder shall deliver the trucks to the City of Mt. Pleasant’s Public Works yard, located at 1303 North Franklin Avenue, Mt. Pleasant, between the hours of 8:00 a.m. and 3:00 p.m., Monday through Friday. Truck pricing must be all-inclusive. **No fuel surcharges, service charges or additional delivery fees will be allowed.**

	COMPLY	
	<u>YES</u>	<u>NO</u>
<u>STANDARD EQUIPMENT</u>		
▪ 2015 (new) or 2016 model year	<input type="checkbox"/>	<input type="checkbox"/>
▪ Base chassis regular cab with 8’ box	<input type="checkbox"/>	<input type="checkbox"/>
▪ 5.0L V-8 Gas or gas/flex fuel engine	<input type="checkbox"/>	<input type="checkbox"/>
▪ TorqShift 6-speed automatic with overdrive	<input type="checkbox"/>	<input type="checkbox"/>
▪ Power steering, brakes, door locks, windows	<input type="checkbox"/>	<input type="checkbox"/>
▪ Cruise control	<input type="checkbox"/>	<input type="checkbox"/>
▪ 4-wheel ABS	<input type="checkbox"/>	<input type="checkbox"/>
▪ Battery with run down protection	<input type="checkbox"/>	<input type="checkbox"/>
▪ Advance Trac w/Roll Stability Control	<input type="checkbox"/>	<input type="checkbox"/>
▪ Air conditioning	<input type="checkbox"/>	<input type="checkbox"/>
▪ AM/FM stereo/single CD/MP3 player with clock	<input type="checkbox"/>	<input type="checkbox"/>
▪ Hour meter	<input type="checkbox"/>	<input type="checkbox"/>
▪ Variable intermittent wipers	<input type="checkbox"/>	<input type="checkbox"/>
▪ Dual front airbags w/passenger cancel	<input type="checkbox"/>	<input type="checkbox"/>
▪ Driver and front passenger seat mounted side airbags	<input type="checkbox"/>	<input type="checkbox"/>
▪ Rear differential 3:31	<input type="checkbox"/>	<input type="checkbox"/>
▪ Shocks, heavy duty gas	<input type="checkbox"/>	<input type="checkbox"/>
▪ Tachometer	<input type="checkbox"/>	<input type="checkbox"/>
▪ 40-20-40 split-bench cloth seat	<input type="checkbox"/>	<input type="checkbox"/>
▪ Vinyl Flooring	<input type="checkbox"/>	<input type="checkbox"/>
▪ Back-up camera	<input type="checkbox"/>	<input type="checkbox"/>

Half-Ton Two-Wheel Drive Specs / Page 2

- Tilt steering wheel
- Power mirrors
- Aluminum wheels
- Tinted glass
- Chrome bumpers
- Headlights, halogen
- Manufacturer trailer towing package, Class IV
- Trailer wiring, 7-way connector w/loomed wiring
- Mirrors - trailer towing
- Auxiliary power point, 120 volt power converter
- Sync voice-activated phone system
- Front springs, 3450 lb
- Rear springs, 3800 lb
- Interior color – dark gray, dark blue or black
- Exterior color – denim or dark blue
- Trailer brake controller
- GVWR 6,750 lb. min. payload package

WARRANTY

- Basic: 36 month/36,000 miles
- Powertrain: 60 month/60,000 miles
- Corrosion: 30 month/unlimited mileage
- Roadside: 60 month/60,000 miles

ADDITIONAL VEHICLE BID SPECIFICATIONS

1. **Operating and Maintenance Instructions:** One (1) complete set of operating and maintenance/repair manuals and parts lists *per truck* shall be furnished at time of delivery.
2. **Original vehicle window sticker must be provided for each vehicle.**
3. **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.
4. **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.
5. **Title:** Unit being bid shall be a previously untitled unit and title shall be provided to the City at time of delivery.