

**Request for Bid #1656  
(RFB)**



**Salt Spreader  
for  
The City of Athens Public Works**

**CLOSING LOCATION:  
ATHENS MUNICIPAL BUILDING  
ATTN: PURCHASING  
815 North Jackson Street  
Athens, TN 37303  
(423) 744-2780**

**ISSUED: December 11, 2018**

**DUE: January 26, 2018, 2 PM EST**

# CITY OF ATHENS

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**SECTION I – GENERAL INFORMATION**

***NOTICE FOR REQUEST FOR BID***

***SPECIFICATION FOR A SALT SPREADER***

## **NOTICE FOR REQUEST FOR BID**

Notice is hereby given that the City of Athens is receiving sealed bids for the purchase of a **Salt Spreader for the Public Works Department** located within the City of Athens and as described by Specifications for a Salt Spreader attached in this bid package.

Bids shall be identified on the exterior of the sealed envelope with all the information included in the attached Bid Return Address Sheet. Bids are to be addressed to the City of Athens and mailed or delivered to:

**City of Athens  
Attn: Purchasing  
815 North Jackson Street  
Athens, TN 37303**

Sealed bids will be **received until the 26th of January, 2018 at 2:00 PM Eastern**. Late bids will not be considered under any circumstances. Bids will be accepted if the date/time stamped by the Purchasing Department is 2:00 PM; date/time stamps of 2:01 or later will be rejected.

During the evaluation process, the City of Athens reserves the right, where it may serve the City of Athens best interest, to request additional information or clarifications from vendors, or to allow corrections of errors or omissions. Questions and requests for clarification or additional information by electronic mail should be directed by telephone or e-mail to the following City contact:

**James A. Gallup  
Purchasing  
423-744-2780  
Purchasing@CityofAthensTN.com**

## SPECIFICATIONS FOR A SALT SPREADER

Please indicate the following for each numbered item (yes or no) if the piece of equipment you are bidding meets the requirements as they are specified. Also list all exceptions taken to the specifications - if you are offering different than the requirement, list on the "Exceptions" line following each item. If more space is needed, attach an additional sheet to this response.

You must also list the brand name and model number you are bidding on the bid submittal form for each unit offered. If you are offering multiple units, make copies of the bid submittal form and these specifications to include with each unit being offered.

**The following specifications are minimum requirements that must be met or exceeded and shall be included as part of the base bid.**

1. Hopper Length – 12’

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

2. Hopper Width – 80”

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

3. Hopper Height – 52”

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

4. Hopper Capacity – 7.3 cubic yards level

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

5. Hopper Body Construction – Fully welded sides, end sheets and is constructed of 10 - gauge type 304 stainless steel. Tapered/Sloped Front Wall for Dump Body Doghouse.

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

6. Conveyor System – 24” wide Chevron Conveyor System/Chain.

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

7. Conveyor Wear Plate – Constructed of 3/16” thick 304 stainless steel

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

8. Jack Controlled Discharge Gate

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

9. Hydraulically powered conveyor and spinner assembly

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

10. 50:1 Durst Gear Reduction with 5.4 cubic inch hydraulic motor

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

11. Fully enclosed tip-up distributor assembly with two internal baffles

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

12. Four material deflectors

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

13. Spinner Assembly – 20” diameter poly spinner disc with bottom mounted hydraulic spinner motor

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

14. Adequate hoses and quick couplers to reach rear truck cross members

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

15. Heavy duty top screens

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

16. Dump body hold down equipment

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

17. Stainless Steel light bar

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

18. Conveyor bridge- inverted vee

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

19. Paint – Stainless steel units are left natural unpainted stainless steel.

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

20. Extended grease lines and extended roller take up rods

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

21. Warranty – Manufacturer’s warranty (or a copy) shall be provided with bid. Any items with optional extended warranty (s) shall be indicated.

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

22. Delivery – Unit shall be delivered to City of Athens Public Works Department, 219 Alford Street, Athens, TN 37303.

COMPLY: Yes \_\_\_\_\_ No \_\_\_\_\_

EXCEPTIONS: \_\_\_\_\_  
\_\_\_\_\_

**SECTION II – BID FORMS**

***TERMS & CONDITIONS***

***BID SUBMITTAL FORM***

***BID RETURN ADDRESS SHEET***



## TERMS & CONDITIONS

1. **BID SUBMITTAL FORM:**  
Bids must be submitted on this form only and bear the handwritten signature of an authorized representative of the firm to be considered valid. Unless otherwise stated by the City, no bidder may withdraw their bid within a period of thirty (30) days after the date set for the opening of bids.
2. **SEALED BIDS:**  
ALL bids must be SEALED and properly identified with the name and address of bidder; the date, time, bid number and project title on the OUTSIDE of the bid return envelope.
3. **INSURANCE:** A sheet of minimum “INSURANCE REQUIREMENTS” shall be attached to these terms and conditions when applicable. This sheet is provided for you and your insurance company.
4. Prices shall be quoted FOB Athens, TN. Delivery to City of Athens locations shall be without additional charge unless otherwise requested by the City of Athens.
5. Failure to examine any drawings, specifications, and instructions will be at bidder’s risk. If bidder is in doubt as to the true meaning of any part of the drawings, specifications, and instructions or other documents, he should submit a written request for an interpretation to the Director of Finance. An interpretation of the document will be made only by addendum issued by the Director of Finance to each firm to whom an invitation was forwarded. The City will not be responsible for explanations or interpretations of bid documents except as issued in accordance herewith.
6. Where a brand or trade name appears in the specifications, it is understood that the brand or trade name referred to, or its approved equivalent, shall be furnished. If no mention is made of any exceptions, it is assumed that he is bidding on the article mentioned and not an approved equivalent. If a brand name is listed in the bid package and a vendor intends to bid another name it is the responsibility of the bidder to notify the Director of Finance of his intent to do so by seven (7) days prior to bid opening. This is to allow time to evaluate equipment or product. Failure to do so disqualifies you as a bidder. An approved equivalent is defined as a bid item that meets or exceeds every specification provided in the bid specifications and is approved by the City of Athens. However, the City of Athens reserves the right to choose a specific name brand if standardizing to accommodate parts supply, knowledge of maintenance, and to prevent the purchase of specialty tools.
7. The bidder is requested to attach brochure-type information and written specifications on the supplies furnished. All guarantees and warranties should be clearly stated.

8. Prices quoted for all machinery, equipment, and vehicles shall include complete parts manual(s), maintenance manual(s), service manual(s), and operator's manual(s) without additional charge and are to be delivered with the unit.
9. Bids and modifications or corrections thereof received after the closing time specified will not be considered. The City is not responsible for delays in delivery by mail, courier, etc.
10. Any exceptions to these terms or conditions or deviations from written specifications will be shown in writing and attached to the bid form.
11. Any alteration, erasure, additions to or omission of requested information, change of the specifications or bidding schedule, is made at the risk of the bidder and shall result in the rejection of the bid unless such changes are authorized by the specifications.
12. In the event cash discounts are offered by the bidder, the discount date shall begin with the date of the invoice or the date of receipt of all material covered by the order/contract, whichever is the later date.
13. Charges for boxing or cartage will not be allowed unless previously agreed upon.
14. Default in promised delivery and failure to comply with specifications authorizes the City to purchase supplies elsewhere and charge the difference to defaulting Vendor.
15. Bidder agrees to defend and save the City of Athens from and against all demands, claims, suits, costs, expenses, damages, and judgments based upon infringement of any patents relating to goods specified in this order or the ordinary use or operation of such goods by the City or use or operation of such goods in accordance with bidder's direction.
16. In case of error or discrepancy in the mathematics of the bid price, the unit prices shall prevail.
17. By submission of a signed bid, the bidder certifies total compliance with Title VI and Title VII of the Civil Rights Act of 1964, as amended and all regulations promulgated thereunder, as the City of Athens does not discriminate based on race, color, or national origin in federal or state sponsored programs, pursuant to Title VI of the Civil Rights Act of 1964 (42 USC 2000d).
18. Contracts and purchases will be made or entered into with the lowest, responsible, compliant bidder meeting specifications for the particular grade or class of material, work or service desired in the best interest and advantage to the City of Athens. Responsible bidder is defined as a bidder whose reputation, past performance, and business and financial capabilities are such that he would be judged by the appropriate City authority to be capable of satisfying the City's needs for a specific contract or purchase order.
19. The City reserves the right to determine the low bidder either on the basis of the individual items or on the basis of all items included in its Request for Bids, unless otherwise expressly provided in the Request for Bids. The City reserves the right to accept any item or group of items of any kind and to modify or cancel in whole or in part, its Request for Bids.

- 20. The City reserves the right to determine the low bidder by durability and maintenance cost over the life of the vehicle or equipment. This may be done by means of past experience or research. Initial cost may not determine low bid.
- 21. All contracts or purchase orders issued for this award will be governed by the laws of the State of Tennessee.

Bidder's company name, signature, and date indicate that these terms and conditions have been read, understood, and accepted.

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

BIDDER'S COMPANY NAME \_\_\_\_\_

COMPANY REPRESENTATIVE:

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Written Signature)

TELEPHONE \_\_\_\_\_

FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

THIS FORM MUST BE SIGNED AND SUBMITTED WITH BID

# BID SUBMITTAL FORM

Price shall include complete unit delivered to the City of Athens Public Works Department at 219 Alford Street, Athens, TN, 37303.

Parts Manual: Bidder shall furnish complete parts, service & repair manual(s) to be included as a part of the bid with no additional cost to the owner. Paper or DVD form is acceptable.

SALT SPREADER

ONE (1) COMPLETE UNIT BASE PRICE, per Specifications of a Salt Spreader:

\$ \_\_\_\_\_

MAKE AND MODEL OFFERED: \_\_\_\_\_

STATE FIRM DELIVERY DATE AFTER RECEIPT OF ORDER: \_\_\_\_\_

ALL BIDS MUST BE SEALED, PROPERLY IDENTIFIED, AND RETURNED WITH THE "BID RETURN ADDRESS SHEET" (BID COMPLIANCE FORM INCLUDED IN THIS BID PACKAGE) TAPED TO THE OUTSIDE FRONT OF THE ENVELOPE/PACKAGE THAT YOU ARE SUBMITTING.

The City of Athens reserves the right to reject any and all bids or waive any informalities and to accept any proposal deemed to be in the best interest of the City.

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

BY \_\_\_\_\_  
(Printed) (Signature)

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ EMAIL \_\_\_\_\_

**FROM:**

NAME/ADDRESS OF BIDDER

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO BE OPENED: DATE \_\_\_\_\_ TIME \_\_\_\_\_

BID/RFQ NO. \_\_\_\_\_ PROJECT \_\_\_\_\_

**TO:**

**PURCHASING DEPARTMENT  
CITY OF ATHENS  
815 N. Jackson Street  
Athens, TN 37303**