

**Request for Bid #1663
(RFB)**



LEAF COLLECTION SYSTEM

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

ISSUED:

April 6th, 2018

DUE:

April 25th, 2018, 2 PM EST

NOTICE FOR REQUEST FOR BID
RFB #1663

Notice is hereby given that the City of Athens is receiving sealed bids for a **Leaf Collection System** located within the City of Athens as described by specifications included 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 the following address:

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

Sealed bids will be **received until April 25, 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

LEAF COLLECTION SYSTEM SPECIFICATIONS

Instructions: Please indicate below for each item (yes or no) if the piece of equipment you are bidding meets the requirements as specified. If you are offering units different from that listed by the specifications or units that do not meet the specifications, please list on the "Exceptions" line following each item any deviation from the requirements. If more space is needed, attach an additional sheet to this response.

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

A Manufacturer's Specification Sheet must also accompany each unit offered for verification.

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

TRAILER

The leaf vacuum and leaf containment box shall be mounted on a pull behind trailer having a tandem axel of 24,000 lbs. gross capacity. The trailer shall be equipped with eight ST235-80R16 tires, electric brakes, a height adjustable pull type Pintle hitch, safety pull chains and a 7-prong RV trailer plug with standard wire positions. The overall towing width of the trailer shall be less than 102" without removal of the collection hose. All components are sand blasted, prepped for paint, primed, assembled and painted yellow. All trailer lighting will be L.E.D. and must comply with Federal Safety Lighting Requirements. Trailer manufacturer must participate in the NATM (National Association of Trailer Manufacturers) compliance program, and the trailers must be built in compliance with all NHTSA standards (National Highway Traffic Safety Administration). All wiring shall be done with quality wire connections utilizing heat shrink fittings and weatherproof plugs. No scotch locks allowed.

Comply: Yes _____ No _____

Exceptions: _____

CONTAINMENT BOX

The leaf containment box shall be mounted on a single cylinder hoist, and shall hold 20 cubic yards of leaves. To prevent the leaf material from sticking in the box during dumping the collection box will be of tapered design with the sides tapering out and the roof sloping up from front to rear. The sides will be of a tub type design with a large corner radius to further prevent material from sticking. The top shall have air openings made of perforated metal to allow air escape during operation. The rear door of the box shall be shaped similar to that of a garbage packer. This shape adds strength as well as capacity to the box. The rear door shall be mounted on a double hinge at the top to prevent door from being damaged during dumping.

The door shall latch by means of two hydraulic cylinders that will engage and disengage a latch hook mechanism. This door latch shall work in sequence with the hoist such that the door latch will disengage before the hoist will lift. The collection box will be of tapered design with the sides tapering out and the roof sloping up from front to rear. This design shall greatly decrease the material from sticking in the box during dumping.

Comply: Yes _____ No _____

Exceptions: _____

ENGINE

The leaf vacuum shall be powered by a Kubota V3800T 99 Horsepower, Turbo charged Diesel engine. Power transmission shall be by a NACD 11" manual engagement automotive Clutch. The engine control panel shall be mounted convenient to the operator and shall have engine temperature gauge, oil pressure gauge, tachometer, voltmeter, hour meter and hi-temp and oil pressure automatic shutdown Murphy Switch. The engine shall have a special radiator and cooling fan for operation in dirty environments. The leaf vacuum shall have a standard 12-volt electrical system, alternator and HD 12 volt battery.

A Certified fuel tank mounted above the trailer platform. Fuel tank capacity shall be 35 gallons with a sight gauge to indicate fuel level. Fuel tank manufactured of aluminum to reduce contaminants in tank. The tank shall be round in shape to maximize fuel use during out of level operation, and to minimize the effects of fuel sloshing.

Comply: Yes _____ No _____

Exceptions: _____

BLOWER HOUSING

The front and back of the blower housing shall be constructed of 7 ga. steel. The outer skin shall be constructed of 10 ga. steel. There shall be a ¼" one-piece wear liner protecting the outer skin. All components including the entire housing itself will bolt on and be replaceable.

Comply: Yes _____ No _____

Exceptions: _____

IMPELLER

The impeller shall be 30" diameter by 12" in width. It shall have 6 blades constructed of 3/8" AR-400 and 2-gussets per blade. The impeller directly mounted to the clutch with a taper lock bushing.

Comply: Yes _____ No _____

Exceptions: _____

PRO PLUS WITH ELECTRIC HYDRAULIC COLLECTION ARM

In lieu of the standard manual collection system, the leaf vacuum shall have a hydraulic control arm. The pickup nozzle shall be controlled by a three-axis control arm allowing for versatile positioning of the nozzle up and down ditch banks and over curbs and gutters. The nozzle shall be able to raise and lower, swing in and out and sweep back and forth through the use of three double acting 2-1/2" bore hydraulic cylinders. Horizontal movement of the nozzle relative to the center of the impeller shall be from 100" forward to 140" out swinging in a radius arc of 100". Vertical movement of the nozzle shall be 36" up and 24" down allowing the nozzle to reach down into roadside ditches. The control arm constructed of 2-1/2 square tubing with 1/4" wall thickness that shall have heavy wall bushings at all connection points. The base of the arm anchored to the trailer with a heavy-duty greasable pivot assembly mounted on a thrust bearing to minimize wear and resistance. The pickup assembly shall have a 22" diameter wire reinforced nozzle, transitioned to a fabricated intake weldment. The intake weldment shall be fabricated of 10 ga. steel rolled to a 16" diameter, and shall be approximately 30" tall. The weldment shall have heavy-duty ears for attaching to the control arm and the sweep cylinder. The nozzle intake weldment shall be able to sweep (pivot) through 60 degrees around the mounting ears. The intake weldment shall be bridged to the blower housing with a 16" diameter wire reinforced rubber hose x 120" long. This hose shall be affixed at each end with ratchet style clamps for easy removal and service.

The leaf vacuum shall have a ride on seat from which the operator will control the collection arm. The location of the seat shall be such that the operator shall have a good view of the collection nozzle as well as a line of sight to the towing vehicle mirrors, providing visual contact with the towing vehicle operator. This seat will be shock absorbing and fully adjustable for weight and position.

A hydraulic gear pump mounted to an auxiliary drive on the engine shall supply hydraulic power. This pump shall deliver oil to an electrically controlled Bucher hydraulic valve, which shall control the following functions: control arm swing, control arm sweep, and control arm raise and lower.

A single lever, low stress Hall Effect joystick mounted in an IP67 aluminum control box, electrically operates the valve. The lever shall be two axes with one axis controlling swing left and right, and the other controlling arm raise and lower. The sweep function shall be thumb operated by a rocker switch located on the top of the lever. The joystick shall be mounted to an operators control tower located in front of the operator's seat. The operators control tower will be adjustable in/out and up/down for operator comfort. All wire plug connections for the control harness will be Deutsch or Weather Pak style.

Comply: Yes _____ No _____

Exceptions: _____

RIGHT HAND PICK-UP

This unit is right hand pick-up. The collection nozzle is located at the right hand side of the trailer. The collection nozzle hose and arm shall be no wider than 102" when stowed for travel. The nozzle shall reach out 10' (approximately) and 6' below grade of the road.

Comply: Yes _____ No _____

Exceptions: _____

EXHAUST ELBOW

The exhaust elbow constructed of 10 Gauge steel and shall engage to the collection box in an overlapping manner. The connection sealed with closed cell durable foam rubber.

Comply: Yes _____ No _____

Exceptions: _____

SAFETY SHUT OFF

The Leaf Vacuum shall be equipped with safety protection that prohibits that running of the engine when the intake hose is removed from the blower housing. This shall prohibit the starting of the engine, and will shut the engine off if either condition occurs.

Comply: Yes _____ No _____

Exceptions: _____

HYDRAULIC JACK

In lieu of the manual trailer jack the trailer shall have a hydraulic trailer jack with a base plate. A lever or a push button control shall operate this jack.

Comply: Yes _____ No _____

Exceptions: _____

FIRE EXTINGUISHER

The leaf vacuum shall be equipped with a 10# ABC fire extinguisher mounted securely to the chassis.

Comply: Yes _____ No _____

Exceptions: _____

FUEL SENDING UNIT

The Engine fuel system shall incorporate an electric fuel sending unit and gauge. The gauge shall be mounted in the engine control panel.

Comply: Yes _____ No _____

Exceptions: _____

RADIATOR PRE-SCREEN

The engine shall have a radiator pre-screen fabricated of perforated metal. This screen shall aid in keeping the radiator from becoming plugged. The screen shall be hinge mounted for ease of cleaning and shall be readily removable by the removal of 4 pins.

Comply: Yes _____ No _____

Exceptions: _____

SPARE TIRE

The trailer shall have a spare tire mounted to a bracket underneath the chassis.

Comply: Yes _____ No _____

Exceptions: _____

ELBOW LINER

The discharge elbow shall have a bolt in ¼" liner that shall protect the elbow from premature wear.

Comply: Yes _____ No _____

Exceptions: _____

BID SUBMITTAL FORM RFB #1663

In accordance with the specifications for a leaf collection system, the following bid amount is hereby submitted:

LEAF COLLECITON SYSTEM

1. One (1) Complete Unit Base Price

Price per ton in-place: \$ _____

Brand Name: _____

Model: _____

Projected Delivery Time 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 or 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 _____

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 Purchasing Department. An interpretation of the document will be made only by addendum issued by the Purchasing Department 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 Purchasing Department 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 bid closing 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, unit prices 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 based on the individual items or based on 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.

By signing below, I hereby acknowledge that I have read, understood, and accepted the above Terms & Conditions:

 BIDDER'S COMPANY NAME

 COMPANY REPRESENTATIVE PRINTED NAME

 SIGNATURE

TELEPHONE _____ FAX _____ EMAIL _____

THIS FORM MUST BE SIGNED AND SUBMITTED WITH BID

CITY OF ATHENS

STANDARD INSURANCE REQUIREMENTS

1. Statutory Worker's Compensation Insurance
 - a. Employer's Liability:
 - Bodily Injury by Accident - \$100,000 each accident
 - Bodily Injury by Disease - \$500,000 policy limit
 - Bodily Injury by Disease - \$100,000 each employee

NOTE: WC coverage may be waived if the contractor is the sole proprietor only, with no employees, and can provide the City of Athens with an APPROVED I-5 form from the Department of Labor

2. Comprehensive General Liability Insurance
 - a. \$700,000 limit of liability per occurrence for bodily injury and property damage
 - b. Comprehensive form covering all owned, non-owned, and hired vehicles
3. Auto Liability Insurance
 - a. \$1,000,000 limit of liability per occurrence for bodily injury and property damage
 - b. Comprehensive form covering all owned, non-owned, and hired vehicles
4. City of Athens (and any applicable Authority) should be shown as an additional insured on General Liability, Auto Liability, and Umbrella Liability policies
5. The Cancellation provision should provide 30-day notice of cancellation
6. Certificate holder should read:

City of Athens
815 N. Jackson Street
Athens, TN 37303

7. Insurance company must have an A.M. Best Rating of A-6 or higher
8. Insurance company must be licensed to do business by the Tennessee Secretary of State
9. Insurance company must be authorized to do business in Tennessee by the Tennessee Insurance Department

REVISED 01/28/09

CITY OF ATHENS TENNESSEE

TCA 62-6-119

BID COMPLIANCE FORM

FROM:

**NOTE: This form MUST be attached to the sealed envelope containing the bid.
Failure to provide all of this information on the sealed envelope shall void such bid.**

PRIME CONTRACTOR'S IDENTIFICATION

Name _____

Address _____

TN License No. _____ Exp Date _____

BID NUMBER _____

BID NAME _____

BID OPENING DATE _____ TIME _____

TO:

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