



City of Rochester Hills
Solicitation for Quotation
Equipment Trailer
SFQ-RH-09-071

The City of Rochester Hills is accepting quotations for the one-time purchase of a 12,000 pound capacity equipment trailer for use in the Department of Public Services.

Unit prices are requested, FOB Destination, City of Rochester Hills, Department of Public Service Garage, 511 East Auburn Road, Rochester Hills, MI 48307.

If you are interested in providing a quotation please fill in the following information and submit by mail, fax or through the MITN website by the date of **Wednesday, October 7, 2009 at 5:00 p.m. E.S.T.** All questions and/or quotations should be directed to the attention of: Lisa Cummins, Purchasing Analyst, City of Rochester Hills, 1000 Rochester Hills Drive, Rochester Hills, MI 48309, 248/841-2537, Fax 248/608-8178.

Specifications

The City of Rochester Hills Fleet Services Division requests quotations for one 12,000 pound capacity equipment trailer for use in the Department of Public Services. See quote form for specifications.

Quality Assurance

Materials furnished shall be new and at least of standard quality currently used commercially, conforming to current engineering and manufacturing practices. Materials shall be free from defects that adversely affect the function or appearance of the finished unit. The trailer furnished under this specification shall be assembled to the manufacturer's latest current design and conform to all applicable OSHA safety regulations. Unit shall be delivered and tested by the vendor's factory trained technician(s).

General Specifications

Municipalities are exempt from Michigan State Sales and Federal Excise Taxes. Prices quoted shall not include Federal or State taxes. The City will furnish the successful bidder with tax exemption certificates when requested.

All bid prices shall remain in effect for at least ninety (90) days from the date of the Bid opening to allow for the award of the bid. If chosen the successful supplier, the prices bid will remain firm through the term of the contract.

Any deviation from the specifications must be noted in the proposal.

All correspondence or inquires from interested firms regarding this proposal shall be directed to the attention of:

Bruce Halliday
Fleet Manager
Fleet Services Garage
511 E. Auburn Road
Rochester Hills, Michigan 48307
248-841-2659

or

Lisa Cummins
Purchasing Analyst
Purchasing Division
1000 Rochester Hills Drive
Rochester Hills, Michigan 48309
248-841-2537



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Only those persons designated above are authorized to seek additional information from prospective firms regarding their bids. Correspondence or inquiries made directly to firms regarding their proposals from all other persons are to be directed to those City employees designated above for appropriate review and response.

All inquires shall be made by Wednesday September 30, 2009 at 5:00 p.m. (local time), in order that a written response in the form of an addendum can be processed before the proposals are opened. Inquiries received after that date will not be considered.

The City cannot promise, warrant or guarantee confidentiality nor that the information presented will be exempt from disclosure under the FOIA. The City may honor requests for confidentiality only to the extent that FOIA permits.

The City of Rochester Hills reserves the right to waive any informalities, or immaterial omissions or defects not involving price, time or changes in the work and to reject any or all proposals, if to do so is deemed in the best interest of the City. In no event will an award be made until all necessary investigations are made as to the responsibility and qualifications of the Consultant to whom it is proposed to make such award. Any contract awarded to a person or company who is discovered to have been in default or disqualified at the time of the awarding of the contract shall be voidable at the discretion of the Mayor of the City of Rochester Hills.

THE CITY OF ROCHESTER HILLS RESERVES THE RIGHT TO REJECT ANY AND ALL QUOTES

Changes and Addenda

Each change or addendum issued in relation to this quote will be on file in the Purchasing Division and posted on the MITN system.

It shall be the bidder's responsibility to make inquiry as to the changes or addenda issued. All such changes or addenda shall become a part of the contract and all bidders shall be bound by such changes or addenda. Addendums will be posted on the MITN system.

Award of Purchase Order

The City reserves the right to reject any and all quotations, and to waive any defect or irregularity in quotes. The bid will be awarded to that responsible, responsive bidder whose bid, conforming to this solicitation, will be most advantageous to the City with not only price but also availability of product, location and quality of product considered.



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Quote Form

The City of Rochester Hills Fleet Services Division requests quotations for a 12,000 pound capacity equipment trailer for use in the Department of Public Services. Please specify information as required below and make note of any exceptions, substitutions, or deviations from the specifications provided hereafter.

General: Materials furnished shall be new and at least of standard quality currently used commercially, conforming to current engineering and manufacturing practices. Materials shall be free from defects that adversely affect the function or appearance of the finished unit. The trailer furnished under this specification shall be assembled to the manufacturer's latest current design and conform to all applicable OSHA safety regulations. Unit shall be delivered and tested by the vendor's factory trained technician(s).

Specifications:

12,000 pound (6 ton) capacity: Specify capacity _____

16 foot deck with 24 inch beavertail. Yes____ No____

2 inch nominal hardwood deck w/ headboard: (state wood type) _____ Yes____ No____

Width between fenders 80 inch minimum. Width_____”

Fenders shall be bolt on for easy replacement. Yes____ No____

Adjustable, self supporting 60" hardwood filled ramps. Yes____ No____

6 D-ring tie downs (3 each side). Yes____ No____

Dual axle, torsion type suspension. Yes____ No____

Electric brakes both axles with DOT approved breakaway protection. Yes____ No____

235/85-16 radial tires (indicate load range) _____ Yes____ No____

Adjustable pintle hitch ring with height set to 22 inches @ bottom of ring. Yes____ No____

Two (2) safety chains with grab hooks. Yes____ No____

Heavy duty crank type jack stand with capacity to support fully loaded trailer. Yes____ No____

ICC/DOT approved sealed weather-pack type electrical system w/ grommets protecting wires passing through steel. No scotch lock or butt type connectors. Yes____ No____

All trailer lighting shall be LED (light emitting diode) type. Yes____ No____

Standard DOT wiring connector plug. Yes____ No____

Manufacturer's standard color (state color(s))._____

Include address for manufacturer's website with quotation. _____



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Approximate delivery time A.R.O. _____

Additional Equipment:

- Storage area inside tongue for chains, binders and tools. Yes____ No____
- One assembled spare tire & wheel identical to tires/wheels on trailer. Yes____ No____
- One owner/operator manual including parts listing. Yes____ No____
- Safety manual. Yes____ No____

Delivery:

Unit shall be prepped by the vendor's factory trained technician(s) and delivered to the City's Fleet Services garage @ 511 East Auburn Road Rochester Hills, MI. Yes____ No____

Parts and Service:

Factory authorized parts and service center shall be located in southeast lower Michigan. Name and location of factory authorized parts and service center:

COMPANY INFORMATION

COMPANY: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

AUTHORIZED REPRESENTATIVE'S NAME: _____

SIGNATURE: _____ **TITLE:** _____

PHONE: _____ **FAX:** _____

EMAIL: _____ **DATE:** _____

Material/Services Prices Guaranteed Per Stated Above: _____ YES _____ NO

If NO, 30-day notice of increase is required.

Terms: State payment terms of proposal including prompt payment discount or late payment penalty (if any). Any discounts offered will be taken.