



Invitation for Bid
4 X 4 Loader Backhoe
B2015-DPW-03

Town of Seabrook, New Hampshire

Department of Public Works



4 X 4 Loader Backhoe

INVITATION FOR BID # B2015-DPW-03

You are cordially invited to submit a Bid for the Purchase of a new 4 X 4 Loader Backhoe in accordance with the attached specifications, terms and conditions. Prospective respondents are advised to read this information over carefully prior to submitting a proposal.

Five (5) copies of the Bid must be submitted in a sealed envelope, plainly marked:

*RFP # B2015-DPW-03
Town Managers Office
Town of Seabrook
C/o Shaylia Marquis
99 Lafayette Rd
Seabrook, NH 03874*

*All proposals/bids must be received by June 25, 2015 at 2:00pm EST
and will be opened publicly at such time.*



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INSTRUCTION TO BIDDERS

PURPOSE OF PROPOSAL

The purpose of this Invitation for Bid and accompanying specifications are to provide instructions and assistance in submitting an offer to provide one (1) new 4 X 4 Loader Backhoe for our Public Works Dept. It is the intent of the Town of Seabrook to trade its current Caterpillar 446B Loader Backhoe. Appointments to view our current equipment may be made by written requests to Smarquis@seabrooknh.org. The objective is to have a purchase order to the supplier by July 9th, 2015 with delivery as soon as possible thereafter.

PREPARATION OF BID PROPOSAL

1. The bidder shall submit her/his proposal upon the form(s) furnished by the Town (attached). The bidder shall specify a unit price for each pay item. All figures shall be in ink or typed.
2. If a unit price or lump sum bid already entered by the bidder on the proposal form is to be altered it should be crossed out with ink, the new unit price or lump sum bid entered above or below it and initialed by the bidder, also with ink. In case of discrepancy between the prices written in words and those written in figures, the prices written in words shall govern.
3. The bidder's proposal must be signed with ink by the individual, by one or more members of the partnership, by one or more members or officers of each firm representing a joint venture, by one or more officers of a corporation, or by an agent of the contractor legally qualified and acceptable to the owner. If the proposal is made by an individual, his name and post office address must be shown, by a partnership the name and post office address of each partnership member must be shown; as a joint venture, the name and post office address of each must be shown; by a corporation, the name of the corporation and its business address must be shown, together with the name of the state in which it is incorporated, and the names, titles, and business addresses of the President, Secretary, and Treasurer.
4. All questions shall be submitted in writing to and received by the Projects Clerk at the above address, a minimum of 7 days prior to the scheduled bid opening. The Projects Clerk, will then forward both the question and the Town's response to the question to all prospective bidders.



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INTENTION TO BID

Bidders that want to participate in the IFB are urged to submit a notification of intention to bid on this procurement to receive possible additional information. Submission of intention form can be found on the town website at www.Seabrooknh.info. Completed forms may be emailed to Smarquis@seabrooknh.org.

IRREGULAR PROPOSALS

Bid proposals will be considered irregular and may be rejected for any of the following reasons:

1. If the proposal is on a form other than that furnished by the Owner or if the form is altered or any part thereof is detached.
2. If there are unauthorized additions, conditional or alternate bids, or irregularities of any kind which may tend to make the proposal incomplete, indefinite or ambiguous as to its meaning.
3. If the bidder adds any provisions reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.
4. If the proposal does not contain a unit price for each pay item listed, except in the case of authorized alternate pay items.

DELIVERY OF BID PROPOSALS

When sent by mail, the sealed proposal shall be addressed to The Town Managers Office, Town of Seabrook, C/o Shaylia Marquis, 99 Lafayette Rd, Seabrook, NH 03874. All bids must be received no later than 2:00pm EST on June 25, 2015. The submittal package shall include five (5) copies of the proposal. No telephone, email or facsimile proposals will be accepted. All proposals received after the deadline will not be accepted and will be returned unopened.

WITHDRAWAL OF BID PROPOSALS

A bidder will be permitted to withdraw his/her proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening the proposals.

PUBLIC OPENING OF BID PROPOSALS

Proposals will be opened and read publicly at 2:00pm EST on June 25, 2015. Bidders, their authorized agents, and other interested parties are invited to be present.

DISQUALIFICATION OF BIDDERS

Either of the following reasons may be considered as being sufficient for the disqualification of a bidder and the rejection of her/his bid proposal(s):

1. Evidence of collusion among bidders.
2. Failure to supply complete information as requested by the bid specifications.



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4 X 4 Loader Backhoe
B2015-DPW-03

CONSIDERATION OF PROPOSALS

1. Bids will be made public at the time of opening and may be reviewed only after they have been properly recorded. In case of discrepancy between prices written in words and those written in figures, the prices written in words shall govern. In case of a discrepancy between the total shown in the proposal and that obtained by adding the products of the quantities of items and bid prices, the latter shall govern.
2. The Town reserves the right to accept or reject any or all proposals, to waive technicalities or to advertise for new proposals, if in the judgment of the Town, the best interest of the Town of Seabrook will be promoted thereby.

AWARD OF CONTRACT

The Town holds the right, in its judgment, to award the contract to the bidder, which it feels is in the best interest of the Town. If a contract is to be awarded, the Contractor/Vendor selection shall be based on part on possession of the necessary experience, organization, technical, and professional qualifications, skills and facilities, reference checks, project understanding, approach, ability to comply with proposed or required time to completion or performance, licensing or certification, in good standing with Federal, State and Local agencies, possession of satisfactory record of performance, cost and to a responsible and qualified bidder whose proposal complies with all the requirements prescribed as soon as practical after the bid opening. No bid shall be withdrawn for a period of (60) sixty days subsequent to the opening of bids without the consent of the Town of Seabrook. The successful bidder will be notified, by the form mailed to the address on his/her proposal, that his/her bid has been accepted and that he/she has been awarded the contract.

CANCELLATION OF AWARD

The Town reserves the right to cancel the award of any contract at any time before the execution of such contract by all parties without any liability against the Town.

BID EVALUATION

In addition to the bid amount, additional factors will be considered as an integral part of the bid evaluation process, including, but not limited to:

1. The bidder's ability, capacity, and skill to perform within the specified time limits.
2. The bidder's experience, reputation, efficiency, judgment, and integrity.
3. The quality, availability, and adaptability of the supplies and materials sold.
4. The bidder's past performance.
5. The sufficiency of bidder's financial resources to fulfill the contract.
6. The bidder's ability to provide future maintenance and/or services.
7. Any other applicable factors as the Town determines necessary and appropriate (such as compatibility with existing equipment).



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4 X 4 Loader Backhoe
B2015-DPW-03

LAWS, PERMITS AND REGULATIONS

1. The Contractor shall obtain and pay for all licenses and permits as may be required of him by law, and shall pay for all fees and charges for connection to outside services, and for use of property other than the site of the work for storage of materials or other purposes.
2. The Contractor shall comply with all State and Local laws, ordinances, regulations and requirements applicable to work hereunder, including building code requirements. If the Contractor ascertains at anytime that any requirement of this contract is at variance with applicable laws, ordinances, regulations or building code requirements, she/he shall promptly notify the Town of Seabrook in writing.

STANDARDS

1. Materials specified by reference to the number, symbol or title of a specific standard, such as Commercial Standard, a Federal Specification, Department's Standard Specifications, a trade association standard or other similar standard, shall comply with requirements in the latest revision thereof and any amendment or supplement thereto in effect on the date of advertisement, except as limited to type, class or grade or modified in such reference.
2. Reference in the Specifications to any article, device, product, material, fixture, form or type of construction by name, make or catalog number shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition. In such cases the Contractor may, at his option, use any articles, device, product material fixture, form or type of construction that, in the judgment of the Town expressed in writing to all Bidders before opening of bids as an addendum, is an acceptable substitute to the specified.
3. Substitution During Bid Time: Whenever any particular brand or make of material or apparatus is called for in the Specifications, a Bidder's Proposal must be based upon such material or apparatus, or upon a brand or make which has been specifically approved as a substitution in an Addendum issued to all Bidders during the bidding time.
4. The intent is that the brand or make of material or apparatus that is called for herein establishes a standard of excellence that, in the opinion of the Consultant and Engineer, is necessary for this particular project.
5. Substitution After Bid Opening: No substitutions will be considered after bids have been opened unless necessary due to strikes, lockouts, bankruptcy or discontinuance of manufacture, etc.. In such cases, the Contractor shall apply to the Town, in writing within ten (10) days of his realizing his inability to furnish the article specified, describing completely the substitution he desires to make.



Invitation for Bid
4 X 4 Loader Backhoe
B2015-DPW-03

EXTRAS

Except as otherwise herein provided, no charge for any extra work or material will be allowed unless the Town Manager has ordered the same, in writing.

GUARANTEE OF WORK

1. Except as otherwise specified, all work shall be guaranteed by the Contractor against defects resulting from the use of inferior materials, equipment or workmanship for one (1) year from the Date of Final Acceptance.
2. Make good any work or material, or the equipment and contents of said building or site disturbed in fulfilling any such guarantee.
3. In any case, wherein fulfilling the requirements of the Contract or of any guarantee, should the Contractor disturb any work guaranteed under another contract, the Contractor shall restore such disturbed work to a condition satisfactory to the Town Manager. And guarantee such restored work to the same extent as it was guaranteed under such other contracts.
4. If the Contractor, after notice, fails to proceed promptly to comply with the terms of the guarantee, the Town of Seabrook may have the defects corrected and the Contractor shall be liable for all expense incurred.
5. All special guarantees applicable to definite parts of the work that may be stipulated in the Specifications or other papers forming a part of the Contract shall be subject to the terms of this paragraph during the first year of the life of such special guarantee.

DEFAULT AND TERMINATION OF CONTRACT

If the Contractor:

1. Fails to begin work under Contract within the time specified in the notice to proceed; or
2. Becomes insolvent or has declared bankruptcy, or commits any act of bankruptcy or insolvency; or
3. Makes an assignment for the benefit of creditors; or
4. For any other causes whatsoever, fails to carry on the work in an acceptable manner the Town of Seabrook will give notice, in writing, to the Contractor for such delay, neglect, and default.

If the Contractor does not proceed in accordance with the Notice, then the Town of Seabrook will have full power and authority without violating the Contract to take the prosecution of the work out of the hands of the Contractor. The Town of Seabrook may enter into an agreement for the completion of said Contract according to the terms and conditions thereof, or use such other methods as in the Town's opinion will be required for the completion of said Contract in an acceptable manner.



Invitation for Bid
4 X 4 Loader Backhoe
B2015-DPW-03

All extra costs and charges incurred by the Town of Seabrook as a result of such delay, neglect or default, together with the cost of completing the work under the Contract will be deducted from any monies due or which may be come due to said Contractor. If such expenses exceed the sum which would have been payable under the contract, then the Contractor shall be liable and shall pay to the Town of Seabrook the amount of such excess.

SPECIFICATIONS

OPERATING WEIGHT: Minimum of 26,000 pounds

ENGINE: Turbo charged, four cylinder 144 (SAE J1995) horsepower Tier 4i diesel engine with 12-volt electric starter, cold weather starting aid glow plugs preferred), engine block heater. Engine to be protected with extended life anti-freeze. Unit shall have Auto-Idle feature.

TRANSMISSION: Torque Converter Drive, minimum full power shift 5-speeds forward, 3-speeds reverse transmission with over speed protection, with auto shift.

REAR AXLE, DIFFERENTIAL AND BRAKES: Rear axle and differential shall be heavy duty with outboard planetary final drives, with rear differential lock. Service brakes shall be hydraulic multiple wet disc (four wheel braking preferred). Parking brake shall be manual or hydraulically operated disc.

FRONT WHEEL DRIVE: Mechanical front wheel drive, with drive shaft guard. Switch to be located in cab.

ELECTRICAL: 12-volt electrical system. Alternator shall be a minimum of 150 amps. Dual Batteries shall be a minimum of 880 CCA. Unit must have horn and back-up alarm. Unit must have internal/external 12 volt power points. All Electrical wires must be color coded and numbered.

LIGHTS: Unit shall have a minimum of 4 front halogen work/headlights and 4 rear/side/work lights, 2 front directional lights, 2 rear stop/tail/directional lights.

TIRES: Front tires shall be 15-19.5-12 Ply Traction type. Rear tires shall be 21L-24-16 Ply Traction type.

CAB: Deluxe cab, with dual doors, HVAC, AM/FM Radio, Tilt steering column, Air suspension seat, front/rear wipers/washers, interior rearview mirror.



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4 X 4 Loader Backhoe
B2015-DPW-03

HYDRAULIC SYSTEM: Load sensing, axial piston pump, closed center hydraulic pump, 50 gallons per minute minimum. 3rd function auxiliary hydraulics to the front of the machine with the ability to engage the hydraulics without holding the lever. Hydraulic circuit on the rear of the machine required for Hydraulic Thumb.

BACKHOE & EXTENDAHOE: Unit shall have an extendable outer box dipper stick. Unit shall have anti-swing cushion valve. Unit shall have Electronic over Hydraulic excavator style controls, within cab backhoe to excavator control changer. Controls for e-stick and thumb shall be located on the joy sticks; foot controls will not be accepted. Unit shall have reversible stabilizer pads, with auto-up feature. Unit shall have anti-drift system on boom, dipper stick as well as extendahoe. 17,700 pounds of bucket dig force with e-stick extended minimum. 9,000 pounds of dipper stick force with e-stick extended. Unit shall have the correct amount of front counter weight to compensate for the e-stick/swinger. Minimum dig depth of unit bid shall be 21'4". Unit shall have a heavy duty 24" digging bucket. Unit shall also have a hydraulic thumb that rotates on the main dipper stick pin and meshes with the 24" bucket.

LOADER: Unit shall have a front hydraulic quick coupler (integrated style preferred). 11,000 pound minimum lift breakout force. Unit shall have return to dig feature. Bucket shall be a 2.0 cubic yard quick hitch general purpose bucket, with bolt on edge.

OTHER FEATURES: Unit shall have rear fenders
 Unit shall have ride control

WARRANTY: Unit shall have a 7 year/2500 hour full machine warranty.

OPTIONS: Please provide an optional price on a 10' Hydraulic Reversible Plow, complete with coupler blanks on rear.

WARRANTY

Suppliers shall specify warranty terms and conditions and supply supporting documentation. Specify location of closest provider for warranty repairs and service for proposed equipment.

Specify Warranty: _____

Closest Warranty Provider: _____

Additional Warranties (if available): _____

Cost associated: _____

*The Town of Seabrook is a Tax Exempt Organization.



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 4 X 4 Loader Backhoe
 # B2015-DPW-03

BID SUBMISSIONS

Bid must be signed by an official authorized to bind the contractor to its provisions for at least a period of 90 days. Failure of the successful bidder to accept the obligation of the contract may result in the cancellation of any award.

“The undersigned certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this section the word “person” means any natural person, joint venture, partnership, corporation or other business or legal entity.”

 (Authorized Signature)

 (Date)

 (Company) & (Title)

CONTRACT TERMS

The Town of Seabrook will negotiate contract terms upon selection. All contracts are subject to review by Town of Seabrook legal counsel, and will be awarded upon signing of a commitment or contract, which outlines terms, scope, budget and other necessary items.

Approved By

 William M. Manzi III,
 Town Manager

5-28-15
 Date

TOWN OF SEABROOK, NEW HAMPSHIRE
4 x 4 LOADER BACKHOE

BID SHEET

Make of Unit Bid: _____

Model of Unit Bid: _____

Year of Unit Bid: _____

List Price of Unit \$ _____

Less Trade of Caterpillar 446B \$ _____

Net Cost \$ _____

Option: 10' Reversible Plow \$ _____
Brand: _____

Company Name

Company Representative Name

Company Representative Signature

Date

TO BE RETURNED WITH BID

TOWN OF SEABROOK, NEW HAMPSHIRE
4 x 4 LOADER BACKHOE

SPECIFICATION SHEET

Item	Specification	Your Unit Bid
Engine		
Horse Power	144 SAE J1349 Min.	_____
	Tier 4i	YES _____ NO _____
Transmission	Electronically Controlled	YES _____ NO _____
	5 speed F	_____
	3 speed R	_____
	Auto Shift Feature	YES _____ NO _____
Axles	Front Diff. Lock	YES _____ NO _____
	On the Fly Engagement	YES _____ NO _____
Elec. System		
	150 Amp Alt	_____ Amp
	Color Coded Wires	YES _____ NO _____
	Wires Numbered	YES _____ NO _____
Tires	15-19.5 12 Ply Front	YES _____ NO _____
	21L-24 16 Ply Rear	YES _____ NO _____
Cab	Deluxe HVAC	YES _____ NO _____
	Air Susp. Seat	YES _____ NO _____
Hyd. System	Axial Piston Load Sensing	YES _____ NO _____
	80 Gallons per Minute	_____
	Ride Control	YES _____ NO _____
	3 rd Function Front	YES _____ NO _____
Bucket Capacity	2.0 with Bolt on Edge	_____
Hydraulic Front Quick Coupler		YES _____ NO _____
Front Bucket Breakout Force	11,000 Pounds	_____
Rear Bucket Dig Force	17,700 Pounds	_____
Dipperstick Force	9,000 Pounds	_____
Minimum Dig Depth	21'4"	_____
Operating Weight	26,000 Pounds	_____

TO BE SUBMITTED WITH QUOTE

LETTER OF INTENT TO BID

Town Managers Office
C/o Shaylia Marquis
99 Lafayette Rd
Seabrook, New Hampshire 03874
(603) 474-5601
smarquis@seabrooknh.org

Reference: *Invitation for Bid* # _____ - _____ - _____

This is to notify you that it is our present intent to {submit /* not submit} information in response to the above referenced IFB/RFP. The individual to whom all information regarding this IFB/RFP should be transmitted is:

Name: _____

Address: _____

City, State, & Zip: _____

Phone Number: _____ Fax Number: _____

Email address: _____

We are enclosing, as requested, the following completed documents:

- (A) Statement of Experience and Financial Condition (includes Financial Statements); and
- (B) Signed Confidentiality Statement

We concur with the proposed contract language as presented in the IFB/RFP.

***If declining to bid, please state reason(s) why:**

Sincerely,

Name (Signature)

Typed Name and Title

Company

(____) _____
Phone

(____) _____
Fax

Email